



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 19

**Agenda Date:** January 11, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Office of the City Clerk

**DEPARTMENT HEAD:** Debbie Racca-Sittre

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Board Appointments

**SUMMARY:**

Approving the following Board Appointments to the Building Standards Board for the remainder of unexpired two-year terms of office to expire May 31, 2025

- A. Appointing Thomas Franks (At Large) to the Professional Property Manager seat
- B. Reappointing Robert Tapia (At Large) to the Architect/Adaptive Reuse of Historic Buildings seat.
- C. Reappointing Ann Winer (At Large) to the Health Care Professional seat.

**BACKGROUND INFORMATION:**

The Building Standards Board is a citizen-based board and has 14 members appointed by City Council: two panels of seven members each. The Board is appointed by the City Council with each City Council member appointing their own representative to the Board. Board composition is comprised of the following categories: Architect, Engineer, General Contractor, Social Worker, Health Care Professional, Retired individual (over the age of 64) and Veteran of the United States

Military. A professional property manager may be substituted for one general contractor and/or one social worker. Members serve overlapping two-year terms and there is no limit on the number of terms that may be served.

On December 11, 2023, the Planning & Community Development City Council Committee met and interviewed two shortlisted applicants and read the statement of one shortlisted applicant who could not appear in person for one At Large available BSB vacancy for the remainder of unexpired terms of office to expire May 31, 2025. After the interview phase was concluded, the Committee Members recessed into Executive Session to deliberate and thereafter reconvened in open session to recommend candidates to forward to the full City Council for approval at the A Session meeting on January 11, 2024.

Applications for appointments to the Board were submitted to the Office of the City Clerk who coordinated review of the applications with the pertinent City Department and the City Attorney's Office. The applications of qualified applicants were forwarded to the Committee for review.

**ISSUE:**

Board and Commission appointments require full City Council approval.

**ALTERNATIVES:**

The Office of the City Clerk will continue to promote vacancies.

**FISCAL IMPACT:**

There is no fiscal impact.

**RECOMMENDATION:**

The City Clerk recommends forwarding the Planning and Community Development City Council Committee's selections for approval by full City Council.