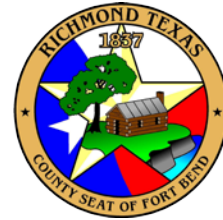


STATE OF TEXAS

COUNTY OF FORT BEND

CITY OF RICHMOND



The Building and Standards Commission for the City of Richmond, Texas met on October 24, 2016 at 5:30 p.m. Meeting was held at 600 Morton Street, Richmond Annex Meeting Room.

Norma Cavazos, Building and Standards Chair Person called the meeting to order at 5:30 p.m. A quorum was present and verified by Secretary David Reese, with the following members in attendance:

Commission Members Present:

Norma Cavazos  
Albert Davis  
Bobby Reyes  
Jim Jackson  
David Reese  
Alice Bijarro

City Staff Present:

Albert Cantu- Fire Marshal/Building Inspector and City Liaison  
Kay Moss –Building Inspector  
Gary Smith- Attorney  
Evelyn Moore- Mayor

A-2 Public Comments- Present was Mayor Evelyn Moore who welcomed new Building and Standards Commission Member Alice Bijarro, Mayor Moore also thanked everyone serving on the commission to tell them thanks for their service to the City of Richmond.

Alice Bijarro introduced herself as a new member of the Building and Standards Commission. She was welcomed by Norma Cavazos, Chair of the Building and Standards Commission.

A-3 Minutes for the August 22, 2016 meeting were read and approved. Motion given by Bobby Reyes, second by Albert Davis, motion carried.

A-4 The commission to discuss follow ups for properties found to be in violation.

A 4.1 800/802 Fields- Dangerous Structure

Mr. Cantu advised the Commission that the house was secured and City will continue to monitor the property.

Mr. Cantu advised that City Attorney Gary Smith had received a phone call from Mr. Thompson's Attorney Margaret Tucker of the Fort Bend Lawyer's Care who is a pro-bono Attorney stating that she trying to assist Mr. Thompson obtain a clean title to both properties. Once title has been obtained house will be demolished. Mr. Thompson will receive assistance from Habitat for Humanity to build another house on the property. No timeline was given.

A 4.2 900 Maiden Lane- Dangerous Structure

Mr. Cantu reported to the Commission that Mrs. Odessa Williams, Owner of the property has removed the structure off the property, no further action needed.

#### A 4.3 509 Fannin- Dangerous Structure

Mr. Cantu and Ms. Moss spoke with daughter of the owner of the property who is deceased. The daughter stated that she will take responsibility and speak to all of the family members involved. She will write a letter to the city advising their plan. If the letter is okay the city will allow her to demolish the dangerous building.

#### A 5 The commission review and take action on the dangerous buildings found to be in violation.

##### A 5.1 903 Center Street- Dangerous Structure

Mr. Cantu stated the there was no owner present to discuss the property. The city will prepare a 30-day notice and post it in the local newspaper and also send a certified letter to the owner advising them they have 30 days to remove the structure. If house is not demolished within the 30-days, the city will move in and remove the house with a lien applied to the property. No motion required.

##### A 5.2 721 Lettie Street- Dangerous Structure

Mr. Cantu stated city has been dealing with this property owner for several years. Owner is now deceased and grandson of the owner has done nothing with the property. Notices have been posted on the structure and mailed to the last known address. City proposed to send a 30-day notice by mail and posting in the local newspaper to have structure removed. A motion to authorize the city to give 30-days was given. Motion by Jim Jackson, second by Albert Davis, Motion carried.

##### A 5.3 1600 Maiden Lane- Dangerous Structure

Mr. Cantu stated that the house is abandoned. House is possibly owned by a bank. City is still researching the property. House is not dangerous at this point; all notices have been posted on the property and mailed to the last known address. City proposed to send a 30-day notice by mail and posting in the local newspaper to have structure removed. A motion to authorize the city to give 30-days was given. Motion by Jim Jackson, second by Norma Cavasos, motion carried.

##### A 5.5 724 Lettie Street- Dangerous Structure

In attendance to discuss and represent the property was Pete Miranda son of the Owner Mr. Dominguez. Mr. Miranda stated the house has remodel potential and is secured from entry. Mr. Miranda stated the house is for sale due to Mr. Dominguez cannot afford to remodel the house. Motion was made to allow the property owners to come to the January 23, 2017 meeting with an update on the sale. Motion made by Jim Jackson, second by Albert Davis, motion carried.

#### A-6 The Commission to review and take action on the tall grass and weeds found to be in violation.

##### A 6-2 803 Fields Street- Tall Grass and Weeds

Representing the property was Mrs. Emma Shorts. She stated that she is seeking volunteers to assist her with cleaning the property. Mr. Cantu advised Mrs. Shorts to have the property cleaned within 30-days. No other action required.

A 6 Mr. Cantu advised no action is required for any of the addresses listed. Mr. Cantu advised the Commission that the city can now do a force mow to any property found to be in violation of tall grass and weeds once all notices have been sent out.

A-7 The Commission to select places for the Building and Standards Commission.

Members of the Building and Standards Commission drew numbers for place on the Commission, odd or even numbers will determine the length of new terms. Odd numbers will serve until September 30, 2017 and even numbers will serve until September 30, 2018. Serving until September 30, 2017 are Bobby Reyes, David Reese, and Jim Jackson. Serving until September 30, 2018 is Norma Cavasos. Mr. Cantu stated that Adan Perez has resigned from the Building Standards Commission. He is going to recommend to the City Commission that Albert Davis by moved to Mr. Perez's position. No other action required.

A-8 Commission to approve next business meeting for January 23, 2017

Motion given by Albert Davis, second by Jim Jackson, motion carried.

A-9 Adjournment

Motion to adjourn at 6:18 p.m. given by Albert Davis, second by Jim Jackson, motion carried.

APPROVED:

ATTEST

\_\_\_\_\_  
David Reese

\_\_\_\_\_  
Albert Cantu