MINUTES

CITY OF DICKINSON
BUILDING STANDARDS COMMISSION
Regular Meeting

April 14, 2010

A Regular Meeting of the Building Standards Commission of the City of Dickinson, Texas was held on **April 14, 2010 at 6:30 p.m**. at City Hall, 4403 Hwy 3, for the purpose of considering the following items:

ITEM 1) CALL TO ORDER

Lee Gana called the meeting to order at 6:30 p.m.

Board members present were Lee Gana, James Ayers, Ira Alexander and Larry Kindel. City staff present was Chief Building Official Kevin Byal, Code Enforcement Officer Cynthia Smith and Community Development Assistant Jennifer Fisk. Louis Gill was also in attendance. Ira Alexander gave the Invocation and Lee Gana led the Pledge of Allegiance.

ITEM 2) SWEARING IN OF NEWLY APPOINTED COMMISSION MEMBER:

Mr. Louis Gill was sworn in by Cynthia Smith.

Mr. Gana brought up the fact that officers are supposed to be elected at each calendar year. Lee Gana was nominated for Chairman by Ira Alexander and seconded by James Ayers. **MOTION PASSED UNANIMOUSLY.** Larry Kindel was nominated for Vice-Chairperson by James Ayers and seconded by Ira Alexander. **MOTION PASSED UNANIMOUSLY.** James Ayers was nominated for Secretary by Louis Gill and seconded by Larry Kindel. **MOTION PASSED UNANIMOUSLY.**

ITEM 3) APPROVAL OF MINUTES FOR MARCH 10, 2010 MEETING:

Larry Kindel made a motion to approve the minutes for the March 10, 2010 Building Standards Commission meeting. Louis Gill seconded the motion. **MOTION PASSED UNANIMOUSLY.**

OLD BUSINESS

ITEM 4) BRIEFING AND DISCUSSION CONCERNING THE COMMUNICATION BETWEEN STAFF AND BOARD MEMBERS:

Mr. Byal explained that staff will do their best to get information to the Commission in a timely manner and to give them notice at least a week in advance if there will be a Building Standards meeting or not. Mr. Gana asked if there are going to be meetings every month. Kevin Byal stated meetings will only be called when there is an action item that needs to be discussed.

Mr. Gana asked if an agenda item can be placed on each agenda for the purpose of the commission to bring up properties that need to be investigated. Mr. Byal indicated that this can be accomplished.

Louis Gill asked how the City notifies residents of the Building Standard meetings. Mr. Byal said meeting notices are posted on the City's website. Additionally, there is a link where residents can sign up to receive email notifications or text messages about City events, including meeting agendas. The agenda is also posted in the glass case outside of City Hall. Meeting notification is also posted in the newspaper.

ITEM 5) BRIEFING AND DISCUSSION CONCERNING THE STATUS OF THE FOLLOWING PROPERTIES: 3608 Oak Drive, 2605 24th Street, 1605 Oleander, 4806 E 30th St and 4826 E 35th St.

Kevin Byal showed a power point of the demolition of 3608 Oak Drive. Mr. Byal informed the Commission that the property owner will still be responsible for maintaining the property and that it is still listed with a realtor.

In regards to 2605 24th St, Mr. Byal explained to the Commission that council rejected the bid on the apartment complex. The structure is a commercial property and will need an asbestos survey before demolition can begin. Staff is making every effort to get the property owner to do the asbestos survey and demolition. Lee Gana stated we will leave this item on the agenda for next month.

Cynthia Smith let the Commission know we have begun the notification process again on 1605 Oleander, she has received a return receipt on the letter sent to the current property owner but has not received a response from them at time of meeting. Item will be left on the agenda for next month.

Ms. Smith let the Commission know that demolition would begin on 4806 30th St as soon as work was done at 3608 Oak
In regards to 4826 E 35th, Cynthia Smith let the Commission know the owner had been in contact with Jennifer Fisk asking if he could do the demolition. Item will be left on the agenda for next month.

ITEM 6) Public Comments:

No residents and or property owners were in attendance.

ITEM 7) ADJOURNMENT

Motion made by Larry Kindel to adjourn the meeting. Ira Alexander seconded the motion. **MOTION PASSED UNANIMOUSLY.**

Lee Gana adjourned the meeting at 7:14 p.m.

Lee Gana

Chairman