

**MINUTES OF THE REGULAR MEETING
OF THE SUBSTANDARD BUILDING BOARD
OF THE CITY OF NORTH RICHLAND HILLS, TEXAS,
HELD AT THE COUNCIL WORKROOM, 4301 CITY POINT DRIVE
JULY 11, 2017**

The Substandard Building Board of the City of North Richland Hills, Texas met on the 11th day of July, 2017 at 6:00 p.m. in the Council Workroom.

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| Present: | Brian Crowson | Chairman, Place 6 |
| | Lynn Motheral | Place 1 |
| | Thomas Moreau | Place 2 |
| | Deryl Brown | Place 3 |
| | Thomas Osen | Place 4 |
| | Billy Parks | Place 5 |
| Absent: | Robert McCary | Place 7 |
| Staff Members: | Stefanie Martinez | Director of Neighborhood Services |
| | Maleshia McGinnis | City Attorney |
| | Audrey Cappallo | Executive Secretary |
| | Kevin Goodpaster | Code Compliance Officer |
| | Dave Pendley | Chief Building Official |

1. CALL TO ORDER

Chairman Crowson called the meeting to order at 6:00 p.m.

Before proceeding forward with the meeting, Chairman Crowson asked that Certified Spanish Interpreter, Mr. Miguel Molinas, step forward to be sworn in as the Spanish translator. Mr. Molinas was sworn in by Audrey Cappallo, Executive Secretary.

2. APPROVAL OF MINUTES OF THE MAY 9, 2017 SUBSTANDARD BUILDING BOARD MEETING.

MR. DERYL BROWN MOVED TO APPROVE THE MINUTES OF THE MAY 9, 2017 SUBSTANDARD BUILDING BOARD MEETING. MR. BILLY PARKS SECONDED THE MOTION.

MOTION TO APPROVE CARRIED 6-0.

3. **SBB 2016-58 PUBLIC HEARING AND CONSIDERATION WHETHER THE STRUCTURE ON THE PROPERTY LOCATED AT 4813 ASH STREET KNOWN AS BLOCK 9, LOT 3, RICHAVEN SUBDIVISION ADDITION, NORTH RICHLAND HILLS, TARRANT COUNTY, TEXAS IS SUBSTANDARD WITHIN THE MEANING OF THE CITY'S ORDINANCES AND ORDER REPAIR AS WELL AS NON-COMPLIANCE WITH THE PREVIOUS ORDER OF THE CITY OF NORTH RICHLAND HILLS SUBSTANDARD BUILDING BOARD.**

APPROVED

Chairman Crowson called on Code Compliance Officer Kevin Goodpaster to present the item.

Mr. Goodpaster stated this was a following up meeting for 4813 Ash St from the May Substandard Building Meeting.

Mr. Goodpaster presented two aerial photos of the property located at 4813 Ash Street. Mr. Goodpaster stated that the property is zoned R-2 which is Residential Single Family and is currently vacant.

Mr. Goodpaster presented the history of the property since the last meeting on May 9, 2017 in which the owner was ordered to meet with the appropriate city staff within 30 days of the hearing to create a scope of work to repair the structure. Mr. Goodpaster presented a photo of the Order that was provided to the owner in Spanish and English.

Mr. Goodpaster reported that the following improvements have been made on the property as of July 7, 2017 upon inspection of the structure.

- New header and support columns along the front of the home. Photo presented showed new header and support columns.
- New foundation with permit installed. Photo presented showed new foundation.
- Painting of the exterior of the home. Photo presented showed the exterior of the home painted.
- New electrical panel installed. The electrical wiring was run throughout the house but wasn't installed into the panel or outlets. Photos presented showed the new electrical panel and the wiring throughout the house.
- New Garage doors installed with permit. Photo presented showed new garage doors.

Mr. Goodpaster presented additional photos of the exterior of the home.

Mr. Goodpaster advised the Board that the structure remains substandard and staff recommends:

- The City demolish the structure, as the property owners failed to meet with the appropriate city officials and/or failed to create a scope of work to repair the structure in accordance with the City rules and regulations as directed in the North Richland Hills Substandard Building Board Order issued in May 2017. A lien will be placed on the property for all costs incurred by the city to demolish the structure.

Chairman Crowson asked if any of the board members had any questions they would like to ask Mr. Goodpaster.

Mr. Billy Parks asked Mr. Goodpaster if the homeowner met with him or any other city officials to come up with the list of items that needed to be improved. Mr. Goodpaster responded that the homeowners did come in a few times but Mr. Dave Pendley, Chief Building Official, would have more information on the meetings with the homeowners. Mr. Pendley replied that he did meet with the homeowners a couple of times but it were primarily on what they could do with the garage. There were no other discussions about the other substandard issues with the home besides the permit to convert the garage back into a garage.

Chairman Crowson asked if the board had any more questions.

Chairman Crowson opened the public hearing and asked for anyone wishing to speak on the item to come forward.

Mr. Jose Mijango, property owner, advised the board they are doing everything in their power to get things settled and fixed. He understands that people are busy and it is kind of tough to get this done.

Chairman Crowson advised Mr. Mijango at the last meeting in May the Board order him to meet with the appropriate city officials to determine and create a detailed scope of work that is necessary to bring the structure into compliance and determine how long it would take to get those repairs corrected. Chairman Crowson asked Mr. Mijango to explain what happened with that? Mr. Mijango responded that he did follow the Board instructions to fix the front part of the house, and the foundation which he did.

Chairman Crowson asked Mr. Mijango what did he communicate to the City on what needed to be done; as the City requires specific things to be done which seems haven't been done? Mr. Mijango responded that he did speak to the City but he was told that there were some inspectors out sick and they couldn't go out to the property to inspect. They did give us a permit for the garage a month after.

Chairman Crowson asked Mr. Mijango if he gave the City a detailed scope of work on what work he was going to do? Mr. Mijango replied that he has had a difficult time finding people and is doing everything he can do to finish. Chairman Crowson stated to Mr. Mijango that he didn't answer the question. Mr. Mijango replied they started the electricity and not the plumbing because they were told they couldn't do the plumbing until the electricity was done. Chairman Crowson informed Mr. Mijango that if the Board decides to give you more time to do this, it is extremely important that you communicate with the City on what needs to be done and in a timely manner. Mr. Mijango replied ok.

Chairman Crowson asked Mr. Mijango if he had anything else he would like to say to the Board. Mr. Mijango asked if they can give him a list of everything that needs to be done so that he can get all those things done. They want to do the work and get it done. If you can give us more time we would be grateful. No one wants to help us with the list. Ms. Mijango asked the Board to please help them with getting the list. They want to make the house better. Chair Crowson replied that the City has given them a list of the things that needed to be done prior to these two meetings and it doesn't look like you all have complied. Ms. Mijango responded we've done the foundation, converted the garage back into a garage, installed garage doors, painted. We are working on the electricity and the plumbing. Chairman Crowson asked Ms. Mijango if they had hired an electrician. Ms. Mijango replied yes and they are waiting on the permit.

Chairman Crowson asked Mr. Mijango and Mrs. Mijango if they anything else they would like to say to the Board. Mr. Mijango replied no.

Chairman Crowson asked if the Board had any questions for the City.

Mr. Parks asked Mr. Goodpaster and Dave Pendley what the progress is and based on the all the work that needs to be done to this property what is an estimate percentage of the work is done. Mr. Goodpaster responded he isn't licensed to give an answer on the exact percentage on what has been done. They have made quite a bit of progress but it has mainly been with the exterior area. The electrical and electrical panel still needs work. No work has been done on the plumbing and the HVAC. Chairman Crowson asked if those are the only items that would bring the home up to code and no longer substandard. Mr. Goodpaster replied if they got those items repaired it would be enough to grant them a standard living.

Chairman Crowson asked what about the debris in the front of the house. Mr. Goodpaster replied that is the old foundation. Chairman Crowson asked if that is a code violation. Mr. Goodpaster replied yes, it would fall under accumulation/outdoor storage code violation, which we can require that they remove it.

Mr. Brown asked Mr. Goodpaster based on your presentation a permit for the foundation was issued and the work on the foundation has been completed, is that correct. Mr. Goodpaster replied yes, correct.

Mr. Thomas Moreau asked if any permits had been issued for the HVAC or the electrical. Mr. Pendley replied no. The only permits that have been issued are for the foundation and converting the garbage back into a garage. No other permits have been issued at this time. Mr. Motheral asked has any applications for MEP's been submitted. Mr. Pendley replied no, there doesn't appear to be any activity that shows a trade person tried to get a permit.

Chairman Crowson asked is there an order that things need to be completed before the next permit can be issued. Mr. Pendley replied in a do it yourself project, like this, you would tend to get your permits first, which has been approved for the garage only then you would get the MEP's permits for the trade work which can't be done by the homeowner.

Chairman Crowson asked the Board if they had any more questions for the City or property owner.

Chairman Crowson closed the public hearing.

Mr. Brown moved that the board enter the following order concerning the property located at 4813 Ash Street legally described as Block 9, Lot 3 Richaven Addition in North Richland Hills, Tarrant County, Texas to authorize the City to demolish the structure as the property owners failed to meet with the appropriate city officials and or/failed to create a scope of work to repair the structure in accordance with the City rules and regulations as directed in the Order issued in May of 2017. A lien will be placed on the property for all costs incurred by the City to demolish the structure. Mr. Moreau seconded the motion.

The Board discussed the current motion and amending the motion with different timeframes and requirements for scope of work. Ms. McGinnis advised the Board that under the City Ordinance, the Board has already given the property owner 63 days, without a detail scope of work, which has been required. The most time the Board can give them is until August 8, 2017, which is up to the 90 days. If the Board wants to give them more than 90 days then they are required to prove at this hearing that there is a detail scope of work and that the work requires more than 90 days to complete. Also, if the Board plans to give them more than 90 days, the property owners will need to come back to the Board monthly to update the Board on the progress of the repairs.

Mr. Parks asked Ms. McGinnis if the Board is providing the scope of work to the owners. Mr. McGinnis replied the issue is that the owner is supposed to bring the scope to the Board and notify the Board, based on the information that has been provided by city staff, this is what I need to do and this is how long I believe it will take to make those repairs. The problem that has occurred, based on his testimony earlier, the owner isn't cleared on what he needs to do so it's the Board decision to make on how much more time the Board is willing to give the owner to sit down and meet with the City since the Board has already done that. Mr. Mijango replied that he was never given any actual

documentation from anyone stating these are the list and the things that need to be done and by when; so at this point we have done everything the Board has asked for regarding the front of the house, and the foundation. That is what we concentrated on. If we are going forward with this, I would like to see if we can get some kind of documentation showing what we need to do step by step. Mr. Brown responded that if Mr. Mijango looks behind him at the screen the scope of work has been identified and that is what was presented in the May meeting and it is also his responsibility to present to us, the Board, the scope and timeline to rectify the violations that have been placed before you. Mr. Mijango asked if the Board gives him permission he knows a licensed electrician that is able to start working Saturday or Sunday. Chairman Crowson replied that is all about the City and the permits. Mr. Pendley responded that the electrician can come by and pull a permit anytime to start the work.

Chairman Crowson wanted to clarify what Mr. Brown stated about the documentation. Chairman Crowson informed Mr. Mijango that the scope documentation was sent to him on at least two occasions on what needs to be done in English and Spanish. Mr. Mijango responded that he hasn't received any other documentation other than the first time that we got some and it doesn't change anything at all. It's the same thing. Chairman Crowson replied that it is his understanding that the documents were sent by certified mail and have been signed for. Chairman Crowson provided a picture of the signed return certified mail receipt. Chairman Crowson asked Mr. Mijango if he agrees that he did receive the documents. Mr. Mijango replied yes.

The Board continued their discussion on amending the current motion. Chairman Crowson asked if Mr. Pendley could explain to Mr. Mijango that they need to use the scope documentation as a guideline to provide the required detail scope of work and timeline and give them an example. Mr. Pendley explained to Mr. Mijango about using the scope documentation as a guideline to provide the required detailed scope of work with a timeline and use the documentation to provide examples. Chairman Crowson asked if Mr. Mijango understands scope of work. Mr. Mijango said yes.

MR. DERYL BROWN MOVED TO ENTER THE FOLLOWING AMENDED ORDER FOR SBB2016-58 DETERMINING THAT PROPERTY LOCATED AT 4813 ASH STREET KNOWN AS BLOCK 9, LOT 3, RICHAVEN SUBDIVISION ADDITION, NORTH RICHLAND HILLS, TARRANT COUNTY, TEXAS, IS AN RESIDENTIAL STRUCTURE HEREBY FOUND TO BE A SUBSTANDARD BUILDING BY REASON OF CONDITIONS SET FORTH IN THE NOTICES OF THIS HEARING AND SUCH NOTICES ARE HEREBY INCORPORATED IN THIS ORDER AND BY AUGUST 8, 2017 THE PROPERTY OWNER IS TO MEET WITH THE APPROPRIATE CITY OFFICIALS TO DETERMINE AND CREATE A DETAILED SCOPE OF WORK THAT IS NECESSARY TO BRING THE STRUCTURE INTO COMPLIANCE IN ACCORDANCE WITH THE RULES AND REGULATIONS OUTLINED IN THE CITY OF NORTH RICHLAND HILLS CODE OF ORDINANCES AND DETERMINE HOW LONG IT WILL TAKE TO GET THOSE REPAIRS CORRECTED; IF THE PROPERTY OWNER DOES MEET WITH THE APPROPRIATE CITY OFFICIALS AND CREATES A DETAILED SCOPE OF WORK THAT IS NECESSARY TO BRING THE STRUCTURE INTO COMPLIANCE IN ACCORDANCE WITH THE RULES AND REGULATIONS OUTLINED IN THE CITY OF NORTH RICHLAND HILLS CODE OF ORDINANCES AND DETERMINE HOW LONG IT WILL TAKE TO GET

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THOSE REPAIRS CORRECTED BY AUGUST 8, 2017, THE PROPERTY OWNER SHALL APPEAR BEFORE THE SUBSTANDARD BUILDING BOARD AND PROVIDE PROGRESS UPDATES ON THE WORK BEING DONE BASED ON THE TIMEFRAME APPROVED BY THE BOARD.; IF THE PROPERTY OWNER FAILS TO MEET WITH THE APPROPRIATE CITY OFFICIALS AND/OR FAILS TO CREATE A SCOPE OF WORK TO REPAIR THE STRUCTURE IN ACCORDANCE WITH THE CITY RULES AND REGULATIONS WITHIN THIS TIMEFRAME, THE SUBSTANDARD BUILDING BOARD AUTHORIZES THE CITY TO DEMOLISH THE STRUCTURE AS DIRECTED IN THE ORDER ISSUED ON MAY 9, 2017. A LIEN WILL BE PLACED ON THE PROPERTY FOR ALL COSTS INCURRED IF THE CITY DEMOLISHES THE STRUCTURE. MR. BILLY PARKS SECONDED THE MOTION.

MOTION TO APPROVE CARRIED 6-0.

4. TRAINING – PUBLIC INFORMATION ACT

Training video watched by all present members.

There being no action required; Chairman Crowson moved to item 5.

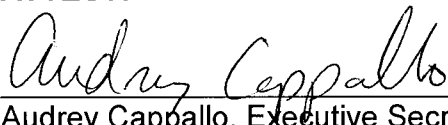
5. ADJOURNMENT

Chairman Crowson adjourned the meeting at 8:05 p.m.



Brian Crowson, Chairman

ATTEST:



Audrey Cappallo, Executive Secretary