



BUILDING AND STANDARDS COMMISSION MINUTES

SPECIAL CALLED MEETING
Date: February 11, 2022

The Building and Standards Commission (BSC) convened at City Hall, in the Boards and Commission Room and via video conference for a special called meeting/ Commission Retreat on Friday, February 11, 2022. The meeting was available for viewing live at <http://www.austintexas.gov/page/watch-atxn-live>.

Commission Members in Attendance:

Chair Andrea Freiburger, Vice Chair Pablo Avila, and Commissioners: Sade Ogunbode, Wordy Thompson, Elizabeth Mueller, Timothy Stostad, Edgar Farrera, Edward Selig, Michael Francis and Ex Officio Commissioner Chief Thomas Vocke. Commissioner John Green was absent. Note: Commissioners Mueller, Stostad and Selig attended remotely.

Staff in Attendance:

Melanie Alley, CRED Code Review Analyst/BSC Coordinator; José Roig, Director; Tracey Allen, Assistant Director Daniel Word, Assistant Director; Elaine Garrett, Assistant Director; Robert Moore, CRED Division Manager; Robert Alvarado, Division Manager; Matthew Noriega, Division Manager; Daniel Armstrong, Division Manager; Marlayna Wright CRED Supervisor; James Candelas, CRED/BSC Program Specialist; Farah Presley, CRED Investigator; Micheal Ezimako; CRED Inspector; Lauren Khoury, Assistant City Attorney; and Daniel Murphy, CTM A/V Technician.

CALL TO ORDER

Chair Freiburger called the Commission Meeting to order at 9:33 a.m. A Welcome by Austin Code Director José Roig, and Goals and Objectives of the Retreat by Case Review and Escalation Division (CRED) Division Manager Robert Moore followed.

CITIZEN COMMUNICATION:

No one appeared for Citizen's Communication at this meeting.

EXECUTIVE SESSION:

An executive session was held to discuss legal issues related to the Commission's authority under state law and the City Code (Private consultation with legal counsel – Section 551.071 of the government Code).

DISCUSSION AND POSSIBLE ACTION ITEM:

1. **Case Review & Escalations Division Overview** – Case Review and Escalation Team (CRED) Division Manager Robert Moore provided an overview of the CRED team members who work with the BSC, including their roles and responsibilities. The presentation also included the following:
 - **Life of a Case from Cradle to Grave**, i.e., a review of the steps involved in bringing a case to the BSC as well as the follow-up required after an order is issued to bring the case into full compliance.
 - **Permitting** – a brief overview of the permitting process as it pertains to BSC orders

- **Appeals** – discussed the types of appeals brought to the BSC; and
- **Building and Standards Commission Processing Expense** – an overview of the cost of processing a case for BSC.

CLOSING REMARKS

Austin Code Director José Roig made closing remarks.

FUTURE AGENDA ITEMS

2. Coordinator to schedule additional tour of the Permitting and Development Center (PDC) for commissioners and staff. It was noted that the BSC meetings will move to this location beginning in March.
3. Officer elections are to be held at the April meeting. Chair Freiburger announced that she will be stepping down soon. Vice Chair Avila also stated for the record that he is not seeking an officer position.
4. Discuss criteria and language for modified orders at the February meeting.

ADJOURNMENT

Chair Andrea Freiburger adjourned the meeting at 12:14 p.m.