

STATE OF TEXAS
 COUNTIES OF POTTER & RANDALL
 CITY OF AMARILLO

MINUTES

On November 6, 2025, the Condemnation Appeals Commission met at 2:00 p.m. for a Regular meeting at City Hall, 623 S Johnson Street, in Room 1500.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Tom Roller, Chair	Yes	107	99
Frank O Willburn, Vice Chair	Yes	24	23
Richard Constancio Jr.	Yes	106	63
Jim Banes	No	85	67
Russ Glaze	Yes	20	6
ALTERNATE MEMBER			
Ryan Huseman	No	55	15

Also in attendance were:

Jacob Diaz	CITY MARSHAL, CITY OF AMARILLO
Shayla Sotelo	DEPUTY DIRECTOR, CITY OF AMARILLO
Dustin Johnson	DEPUTY CITY ATTORNEY, CITY OF AMARILLO
Gwen Gonzales	DANGEROUS STRUCUTRE SPECIALIST, CITY OF AMARILLO
Sarah Ramon	DANGEROUS STRUCUTRE SPECIALIST, CITY OF AMARILLO
Brittany Lopez	DANGEROUS STRUCUTRE SPECIALIST, CITY OF AMARILLO
Jerry Brinkley	CODE INVESTIGATOR, CITY OF AMARILLO
Jeremy Luetkahans	CITY MARSHAL DEPUTY, CITY OF AMARILLO

This meeting of the Condemnation Appeals Commission was called to order by Chairman Roller, established a quorum at 2:00 p.m.

ITEM 1: Public Comments:

Chairman Roller opened the floor for any public comments to speak to any item on the agenda that does not have a public hearing.

ITEM 2: Minutes:

Commissioner Willburn made a motion to approve the minutes of the October 2, 2025, meeting, seconded by Commissioner Constancio, the motion passed with a 4:0 vote.

ITEM 3: Resolution- Public Hearing:

This resolution sets the date and time for a public hearing on December 18, 2025, at 2:00 p.m. to determine whether certain conditions of the properties located at 807 S Georgia Street, 3000 S Georgia Street constitute dangerous structure and/or a public nuisance, and whether to order the removal of such. A copy of this resolution will be mailed to all interested parties providing ten (10) days' notice of public hearing. Commissioner Constancio made a motion to approve the resolution, seconded by Commissioner Glaze, the motion passed with a 4:0 vote.

ITEM 4: Resolution- Public Hearing:

This resolution sets the date and time for a public hearing on January 15, 2026, at 2:00 p.m. to determine whether certain conditions of the properties located at 401 SW 3rd Avenue, 2310 NW 5th Avenue, 1910 NW 14th Avenue, 1550 Bell Street, 840 N Forest Street, 1007 N Hayes Street, 701 S Louisiana Street, 809 S Mississippi Street, 4844 Mountain Drive, 1311 Parker Street constitute dangerous structure and/or a public nuisance, and whether to order the removal of such. A copy of this resolution will be mailed to all interested parties providing ten (10) days' notice of public hearing. Commissioner Glaze made a motion to approve the resolution, seconded by Commissioner Willburn, the motion passed with a 4:0 vote.

ITEM 5: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of substandard structures and solid waste accumulation located at 2336 NW 13th Avenue.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

The Chairman closed the hearing.

Action taken: Commissioner Glaze made a motion to approve the Resolution for Option II and V, seconded by Commissioner Constancio, the motion passed with a 4:0 vote.

ITEM 6: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure located at 1411 NE 18th Avenue.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

The Chairman closed the hearing.

Action taken: Commissioner Willburn made a motion to approve the Resolution for Options II and V, seconded by Commissioner Glaze, the motion passed with a 4:0 vote.

ITEM 7: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure and solid waste accumulation located at 708 N Bivins Street.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

The Chairman closed the hearing.

Action taken: Commissioner Glaze made a motion to approve the Resolution for Options II and V, seconded by Commissioner Willburn, the motion passed with a 4:0 vote.

ITEM 8: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure and solid waste accumulation located at 923 N Carolina Street.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

The Chairman closed the hearing.

Action taken: Commissioner Constancio made a motion to approve the Resolution for Options II and V, seconded by Commissioner Glaze, the motion passed with a 4:0 vote.

ITEM 9: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure and solid waste accumulation located at 738 N Cleveland Street

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

The Chairman closed the hearing.

Action taken: Commissioner Willburn made a motion to approve the Resolution for Options III and V, seconded by Commissioner Constancio, the motion passed with a 4:0 vote.

ITEM 10: Resolution - Public Hearing:

Pulled from agenda.

ITEM 11: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of solid waste accumulation located at 100 S Georgia Street.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

Jenny Erely, Ex-wife of owner, spoke.

Peggy, friend to the owner, spoke

The Chairman closed the hearing.

Action taken: Commissioner Glaze made a motion to approve the Resolution for Options V, seconded by Commissioner Constancio, the motion passed with a 4:0 vote.

ITEM 12: Resolution - Public Hearing:

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure located at 1514 N Hayes Street.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

The Chairman closed the hearing.

Action taken: Commissioner Willburn made a motion to approve the Resolution for Options III and V, seconded by Commissioner Constancio, the motion passed with a 4:0 vote.

ITEM 13:

This resolution conducts a public hearing on and considers ordering the removal of a substandard structure and solid waste accumulation located at 2607 S Williams Street.

Chairman Roller introduce the item.

Presented by Shayla Sotelo, Deputy Director

Fermin Dimas, the owner, spoke

The Chairman closed the hearing.

Action taken: Commissioner Glaze made a motion to approve the Resolution for Options III and V, seconded by Commissioner Willburn, the motion passed with a 4:0 vote.

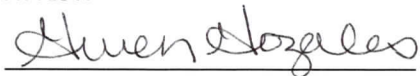
Adjournment:

Chairman Roller asked if there was any further business. There was none. Chairman Roller concluded the meeting. The meeting was adjourned at 3:31 p.m. This meeting was recorded, and all comments are on file with the City Marshal's Office.



Tom Roller, Chairman

ATTEST:



Gwen Gonzales, Dangerous Structure Specialist

Sarah Ramon, Dangerous Structure Specialist