

Building: Employee & Public Safety (1 of 2)

1. A recommendation was made by PR Firm to have the city come out and re-issue our Certificate of Occupancy.
2. Sylvia and Michael had a meeting with Stewart Hersh, former head of Code Enforcement for the City and on the Building Committee.
3. Stewart stated we don't have a certificate of Occupancy as we are "grandfathered in" and that we only have a Occupant Load card for the 1st floor for up to 200 people.
4. That if we called the city, they would likely kick us out of the building and fine us daily until code compliance changes were made.

CITY OF AUSTIN	
WATERSHED PROTECTION AND DEVELOPMENT REVIEW DEPARTMENT	
BUILDING PLAN REVIEW	
OCCUPANT LOAD CARD	
ADDRESS/NAME	419 CONGRESS AV MEXIC-ARTE MUSEUM
AREA/BUILDING	7360 SQ.FT. TYPE OF CONSTRUCTION 3B
TYPE OF USE:	ART GALLERY GROUP: A-3
MAXIMUM OCCUPANT LOAD:	200
FIXED SEATING:	0- NON-FIXED: 200
OTHER:	PER S.U.H.
BY ORDER OF:	DATE: 3/1/2013
BUILDING OFFICIAL	
THIS CERTIFICATE MUST BE DISPLAYED AT ENTRANCE AT ALL TIMES	

Building: Employee & Public Safety (2 of 2)

1. Michael Torres spoke with Executive Board member David Quintanilla, who is a licensed Structural Engineer.
2. David and Michael strongly believe that a Structural Engineer should be retained to calculate the load limits for the 2nd, 3rd and 4th floor. And that any shoring up of the stairwell or any floors needs to be considered.
3. All activities on the 2nd floor and above should be limited to packing and shipping the art collection to a temporary space for which we are working with the City to locate ASAP.
4. Activities of packing and moving should be outsourced to a sub-contractor with expertise in moving. And that this sub-contractor also be required to perform their own structural analysis to support their move plan (e.g. no more than 4 people on 4th floor stairwell at one time with X load of items being moved).
5. All employees be required to work on the 1st floor or at home until such time the City and the Museum locate a temporary space. We are currently limiting access to the 2nd floor and above to "Essential Employees" but there is fear that this definition of Essential Employees may be evolving over time. Also, there appears to be more than 1 employee working against Sylvia, and there is substantial risk that other subversive actions may take place on the 2nd floor and above. We need a temporary HR person and Director of OPS ASAP.
6. The Board needs to consider what other actions may be necessary in order to preserve the Art as well as the safety of our Employees and the Public.
7. The Board needs to consider increasing the Liability and WC policy. Currently at \$1M.