

**CITY OF LAKE CITY
MINUTES
CONTRACTOR'S BOARD OF EXAMINERS AND APPEALS**

MAY 14, 2009

- 1) Roll Call: The roll was called as follows:

| | | | |
|-----------------|-------------------|-----------|-----------|
| Mr. Anschultz | - excused absence | Ms. Jones | - present |
| Mr. George | - present | Mr. Adel | - present |
| Ms. Worthington | - present | Ms. Allum | - present |
| Mr. Haskett | - absent | | |

Also present were Mr. Norris, Board Attorney, Sandra Caslow, and Mike Renfroe, Code Enforcement Officers

- 2) Review and approve the minutes of the May 14, 2009 meeting. Ms. Allum made the motion to approve the minutes as written. Ms. Worthington seconded the motion. Minutes of the May 14, 2009 meeting were approved. A roll call vote was taken, motion carried unanimously.

- 3) OATH: Ms. Adams reminded Ms. Caslow she was still under oath.

- 4) OLD BUSINESS:

- A. CEO Sandra Caslow – Case #09-52400033, Steve Crapps, 695 SE Putnam St., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), Proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (roofing).

April 9, 2009 – case heard by Board, found in violation, assessed reduced penalty of \$150.00 to be paid within 30 calendar days from receipt of Order.

April 16 2009 – Orders sent certified mail, return receipt requested.

April 17, 2009 – Order received by respondent. Copies of mail receipts submitted for the record.

April 23, 2009 – Fine paid, case closed.

- B. CEO Sandra Caslow – Case #09-52400038, Michael S. Conner, 733 SW State Road 47., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), Proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (electrical).

April 9 – 2009 – case heard by Board. Found in violation, assessed reduced penalty of \$150.00 to be paid with 30 calendar days from receipt of order.

April 24, 2009 – Order delivered personal service. Copy submitted for record.

April 24, 2009 – Fine paid, case closed.

5) NEW BUSINESS:

A, CEO Sandra Caslow – Case #09-52400047, Jesse Caldwell Jr., 622 NW Long St., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(b)(9), proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (plumbing and electrical).

March 31, 2009 property was inspected for the illegal hookup of plumbing and electrical to a camper.

April 3, 2009 Notice of Violation and Notice of Hearing issued to Jesse Caldwell Jr. & Juanita Caldwell (JTWRS). Notice was delivered by personal service to Jesse Caldwell Jr. Copies of NOV and NOH submitted for the record.

May 12, 2009 received letter from Mr. Caldwell stating he is not contesting the violations and accepts the reduced penalty. He also stated that he is a disabled veteran with limited resources on a fixed income. He is asking for a waiver of the fees or a 6 month extension.

May 13, 2009 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice.

Recommended action: 09-52400047 find in violation of Section 22-131(b)(9) plumbing and Section 22-131(b)(9) electrical, assess reduced penalty of \$150.00 for each violation, to be paid within 60 calendar days from receipt of the order.

Ms. Worthington made a motion to find Mr. Caldwell in violation of Ordinance 2007-1112, Section 22-131(b)(9). Mr. Adel seconded the motion. A roll call vote was taken. Vote was four in favor and one against, with Mr. George casting the dissenting vote.

B. CEO Sandra Caslow – Case #09-52400048, Bennett Martin, 358 SE Evergreen Dr., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (structural).

April 3, 2009 Mr. Martin had called Troy Crews, Chief Building Inspector, several times inquiring about whether he needed a permit for the job he was working on. Troy and I rode out to the location where he was working and Troy told him a building permit was required for the work he was performing.

April 13, 2009 Notice of Violation and Notice of Hearing issued to Bennett Martin, certified mail, return receipt requested. Copies of NOV, NOH and return receipt submitted for the record.

April 15, 2009 received Notice back for no mail receptacle. Researched and found a P.O. Box and resent certified mail, return receipt requested. Notice was signed for by Mr. Martin on April 21, 2009. Copy of return receipt submitted for the record.

May 12, 2009 received letter from Mr. Martin confirming the violation did happen.

May 13, 2009 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Copies of letters submitted for the record.

Recommended action: 09-52400048 find in violation of Section 22-131(a)(12) structural, assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Ms Worthington made a motion to find Mr. Bennett in violation of Ordinance 2007-1112, Section 22-131(a)(12). Ms. Allum seconded the motion. A roll call vote was taken and motion was carried unanimously.

C. CEO – Sandra Caslow – Case #08-52400058, Christopher Williams, 296 S. Marion Ave., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), Proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (mechanical).

April 17, 2009 - While driving by this location, Troy Crews, Chief Building Inspector noticed new duct work being performed. A check of the records revealed a permit had not been applied for and issued.

April 29, 2009 Notice of Violation and Notice of Hearing issued to Christopher Williams by personal service. Copies of NOV and NOH submitted for the record.

May 14, 2009 received letter from Mr. Williams not contesting the Notice of Violation.

May 14, 2009 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Copies of letters submitted for the record.

Recommended action: 09-52400058 find in violation of Section 22-131(a)(12) (mechanical), assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Ms. Allum made a motion to find Mr. Williams in violation of Ordinance 2007-1112, Section 22-131(a)(12). Ms. Worthington seconded the motion. A roll call vote was taken and motion was carried unanimously.

D. CEO – Sandra Caslow – Case #08-52400059, John M. Courson, 296 S. Marion Ave., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), Proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (electrical).

April 17, 2009 When Troy Crews, Chief Building Inspector, stopped at this location to see about the unpermitted HVAC work in the previous case, he noticed electrical work had been completed. A check of the records revealed a permit had not been applied for and issued.

April 29, 2009 Notice of Violation and Notice of Hearing issued to John M Courson by personal service. Copies of NOH and NOV submitted for the record.

May 11, 2009 received letter from Mr. Courson not contesting the Notice of Violation.

May 13, 2009 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Copies of letters submitted for the record.

Recommended action: 09-52400059 find in violation of Section 22-131(a)(12) electrical, assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Ms. Worthington made a motion to find Mr. Courson in violation of Ordinance 2007-1112, Section 22-131(a)(12). Mr. Adel seconded the motion. A roll call vote was taken and motion was carried unanimously.

E. CEO – Sandra Caslow – Case #08-52400061, Robert B. Ellis, Trustee, Florida Holdings Trust, 567 SE Camp St., Lake City, FL. Violation of Ordinance 2007-1112 Section 22-131(a)(12), Proceeding and/or completing any contracting work, for which a permit is required, without properly obtaining all applicable permits (structural).

April 28, 2009 A Stop Work Order was issued for structural work being performed prior to applying for and obtaining a permit. A Notice of Violation and Notice of Hearing was also issued. Both were served by certified mail, return receipt requested, first class mail, posting on the property and at City Hall. Copies submitted for the record.

May 12, 2009 I called Mr. Ellis to ask if he would be contesting the Notice of Violation or if he would be submitting a letter to the Board. He stated that he would be submitting a letter to the Board and asked if it could be sent in an e-mail.

May 14, 2009 – Received e-mail from Mr. Ellis stating he is not contesting the Notice of

Violation.

May 14, 2009 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Copies of letters submitted for the record.

Recommended action: 09-52400061 find in violation of Section 22-131(b)(9) structural, assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Mr. George asked if he could address a previous case, #09-52400047, in regard to Mr. Jesse Caldwell being given 60 calendar days to pay his fine. Mr. Norris asked if he wished to reopen the case or make a statement for the good of the order. Mr. George responded for the good of the order. Mr. George proceeded to explain that he voted against the 60 days to pay his fine because he personally knows Mr. Caldwell and knows he has several other places similar to the one resulting in a fine, which Mr. George stated he himself has complained about. Ms. Caslow reminded Mr. George that the issue before him was not a zoning issue and he needed to speak to the reason this case was put before him, which is performing work without a permit.

Discussion continued with a motion being made by Ms. Allum to reopen Case #52400047 involving Mr. Jesse Caldwell. Motion seconded by Mr. Adel. A roll call vote was taken with one dissenting vote cast by Ms. Worthington. Motion carried.

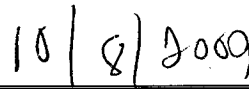
A motion was then made by Ms. Allum to find Mr. Caldwell in violation but only allowing 30 calendar days to pay the fine. Discussion followed with explanation from Mr. Norris, Board Attorney, regarding how and why recommendations for each case are given by Ms. Caslow and what the board can do with the recommendations. Following discussion a roll call vote was taken. Motion carried unanimously.

6) WORKSHOP QUESTIONS: NONE

Close hearing of Contractor's Board of Examiners and Appeals reconvene hearing of Code Enforcement Board.



Contractor's Board Secretary



Date Approved

Minutes were transcribed from audiotape. Minutes were typed by Debbie Adams.