

CITY OF LAKE CITY
MINUTES
CONTRACTOR'S BOARD OF EXAMINERS
NOVEMBER 13, 2008

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

Mr. Anschultz	- present	Ms. Jones	- present
Mr. George	- present	Mr. Adel	- present
Ms. Worthington	- present	Ms. Allum	- present
Mr. Haskett	- present		

Also present were Mr. Norris, Sandra Caslow, and Mike Renfroe, Code Enforcement Officers, and Mr. Scott Reynolds, City Manger

- 2) Review and approve the minutes of October 9, 2008, Board Meeting:

Mr. George made a motion to approve the minutes as written. Ms. Allum seconded the motion. Minutes of the October 9, 2008 meeting were approved. A voice vote was taken, motion carried unanimously.

- 3) OATH: Informed sworn witnesses they are still under oath.
- 4) OLD BUSINESS:

- A. CEO - Sandra Caslow - Case #52400037, Malcolm Kirby, 524 SE Camp St., Lake City, Florida. Violation of Ordinance 2007-1112, Section 22-131(b) (9), commencing or performing work for which a building permit is required without obtaining permit. Violation of Ordinance 2007-1112 Section 22-131(b)(6), Engaging in the business or acting in the capacity of a contractor without being duly registered or certified.

Ms. Caslow briefly reviewed this case and informed the Board she spoke with Mr. Kirby regarding payment of the fine. Mr. Kirby asked to be placed on the agenda to request an extension from the Board. Mr. Kirby has not contacted Ms. Caslow for any other arrangements. Mr. Norris advised a motion is not required to file the Order.

- B. CEO - Sandra Caslow - Case #52400088, Scott J & Patricia A Middleton, 417 SW Main Blvd., 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).

October 9th, this matter came before the Board. Mr. Middleton was found in violation, was assessed a reduced penalty of \$150.00 to be paid within thirty calendar days from receipt of the Order.

October 15th, the fine was paid in full

October 16th, the Board's Orders were sent certified mail, return receipt requested.

October 17th, the Order was received by the Respondent, there is no further action. This case is closed.

- C. CEO – Sandra Caslow – Case #52400093, Otis Hendon, 253 NW Indiana Ln., 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 (demolition).

October 9th, this matter came before the Board. The Board found in violation, assessed a reduced penalty of \$150.00 to be paid within thirty calendar days from receipt of the Order.

October 16th, the Board's Orders were sent certified mail, return receipt requested.

October 17th, the Order was received by the Respondent.

November 7th, fine paid in full. No further action. This case is closed.

5) NEW BUSINESS

- A. CEO – Sandra Caslow – Case #52400075, respondent is Blake N Lunde II, DBA Blake Construction, 534 NE Lake 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.

September 25, 2008 – Received information that there may be unpermitted work being performed at the above mentioned location. Site was inspected and it was determined that the work did require a building permit. Workers on site stated they worked for Blake Construction. They were told they would have to cease and desist from any further construction until a permit was obtained. Property owner information was obtained as well as corporate and licensing information for Blake Construction. Submitted for the record was property owner information, corporate information for property owner, DBPR printout for Blake Lunde and corporate information for Blake Construction.

September 29, 2008 - Notice of Violation and Notice of Hearing was

issued to Mr. Jordan, agent for owner, Mr. Lunde as contractor, and Mr. Case as registered agent for Blake Construction, certified mail, return receipt requested.

September 30, 2008 – Notice received by all parties.

October 28, 2008 – Received letter from Mr. Lunde stating that he did not pull the proper permit in a timely fashion. Also received memo from Larry Lee stating that there is no disputed issue of material fact as stated in the formal complaint. Submitted for the record, copy of the Notice of Hearing and Notice of Violation, certified mail receipts, Mr. Lunde's letter and Mr. Lee's letter.

Recommended action: 52400110 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. Allum asked if he had ever failed to get a permit prior to this? Ms. Caslow stated this was his first violation.

Mr. George made a motion in Case #52400110, to find the respondent in violation, to assess a reduced penalty of \$150.00, to be paid within thirty (30) calendar days from receipt of the order, seconded by Ms. Worthington. A roll call vote was taken and the motion passed.

Mr. Anschultz	Aye	Mr. Adel	Aye
Mr. George	Aye	Ms. Worthington	Aye
Mr. Haskett	Aye	Ms. Allum	Aye
Ms. Jones	Aye		

B. CEO – Sandra Caslow – Case #52400111, respondent is Jerry Barot, 134 SW Florida Gateway 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.

October 1, 2008 – Troy Crews, Chief Building Inspector, and I stopped at the above mentioned location to inspect regarding possible unpermitted construction. It was discovered that handicap ramps had already been constructed and were not built to code. A stop work order was issued. Submitted for the record a printout from Property Appraiser's website showing Navnish Corp. owns this property, corporate information from the Division of Corporations, copy of stop work order.

October 8, 2008 – Notice of Violation and Notice of Hearing was issued certified mail, return receipt requested.

October 10, 2008 – Notice was received. Submitted for the record copy of Notice of Violation and Notice of Hearing, copies of certified mail receipts.

November 12, 2008 – Received letter from Mr. Barot stating that he is not disputing the material fact as stated in the notice of violation.

November 13, 2008 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Submitted for the record copy of letters.

Recommended action: 52400111 find in violation of Section 22-131(a)(12), assess reduced penalty of \$150.00, to be paid within 30 calendar days from receipt of the order.

Mr. George made a motion in Case #52400110, to find the respondent in violation, to assess a reduced penalty of \$150.00, to be paid within thirty (30) calendar days from receipt of the order, seconded by Ms. Worthington. A roll call vote was taken and the motion passed.

Mr. Anschultz	Aye	Mr. Adel	Aye
Mr. George	Aye	Ms. Worthington	Aye
Mr. Haskett	Aye	Ms. Allum	Aye
Ms. Jones	Aye		

- C. CEO – Sandra Caslow – Case #52400113, respondent is Jeffrey Scott, Cheek & Scott Drugs, Inc., 161 SW Stonegate Ter. Suites 107 & 109, 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.
- October 7, 2008 – Troy Crews, Chief Building Inspector, stopped at the above location to inquire about structural work which was being performed. Once on site, it was discovered that there was structural work being performed with no plans or permits. Submitted for the record printout from Property Appraiser's website showing Westfield Group as the owner and Division of Corporation's printout for Cheek & Scott Drugs.
- October 8, 2008 – A Stop Work Order was issued by personal service to Mr. Scott. Submitted copy for the record.
- October 14, 2008 – Notice of Violation/Notice of Hearing was issued to Mr. Scott, certified mail, return receipt requested. Submitted copy for the record along with copy of certified mail receipt.
- October 15, 2008 – Notice was received by Mr. Scott.
- October 20, 2008 – Received letter from Mr. Scott stating that he is not contesting the Notice of Violation.
- October 28, 2008 – Received letter from Larry Lee, Building Official, stating there is no disputed issue of material fact as stated in the Notice. Submitted for the record copy of each letter.

Recommended action: 52400113 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.

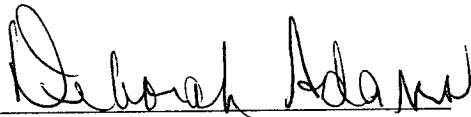
Ms. Allum asked if this was their first offense for not having a permit. Ms. Caslow answered yes.

Mr. George made a motion in Case #52400113 to find the respondent in violation, to assess a reduced penalty of \$150.00, to be paid within thirty (30) calendar days from receipt of the order, seconded by Mr. Adel. A roll call vote was taken and the motion passed.


Mr. Anschutz	Aye	Mr. Adel	Aye
Mr. George	Aye	Ms. Worthington	Aye
Mr. Haskett	Aye	Ms. Allum	Aye
Ms. Jones	Aye		

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 Code Enforcement Officer Sandra Caslow.