

**REQUESTED COMMISSION ACTION:**

Consent	Ordinance	<b>X Resolution</b>	Consideration/ Discussion	Presentation
_____	_____	_____	_____	_____

SHORT TITLE APPOINTMENT TO THE UNSAFE STRUCTURES AND HOUSING APPEALS BOARDS

**Summary of Purpose and Why:**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA, APPOINTING \_\_\_\_\_ TO THE UNSAFE STRUCTURES AND HOUSING APPEALS BOARD AS AN ATTORNEY TO FILL THE UNEXPIRED TERM OF ROSS MCKELVEY, JR.; SAID TERM TO EXPIRE ON JANUARY 29, 2018; PROVIDING AN EFFECTIVE DATE.

APPLICANTS: Edward J. Chandler – District 1 (*Attorney*)  
 M. Ross Shulmister – District 1 (*Attorney*)  
 Charles H. Bechert, III – District 3 (*Attorney*)  
 Whitney Anne Metevia – District 3 (*Attorney*)

**This is a City Commission's Appointment.**



Accomplishing this item supports achieving *Initiative 5.2.1*. "Ensure boards/committees are at 90% capacity with qualified members", as identified in the Strategic Plan.

The Unsafe Structures Board and Housing Appeals Board have a strict criterion that governs its membership. Therefore, the law requires: a Registered Engineer, a Registered Architect, a General Building Contractor, an Electrical Contractor, an Attorney at Law, a Plumbing Contractor, a Real Estate Appraiser, a Real Estate Property Manager and Citizen with experience and background in the field of social problems.

- (1) Origin of request for this action: City Clerk's Office
- (2) Primary staff contact: Asceleta Hammond Ext. 4611
- (3) Expiration of contract, if applicable: \_\_\_\_\_
- (4) Fiscal impact and source of funding: \_\_\_\_\_

DEPARTMENTAL COORDINATION	DATE	DEPARTMENTAL RECOMMENDATION	DEPARTMENTAL HEAD SIGNATURE
<u>City Clerk's Office</u>	<u>5/6/16</u>	<u>Approve</u>	<u>Asceleta Hammond</u>
<u>X City Manager</u>	<u>[Signature]</u>	_____	<u>[Signature]</u>

**ACTION TAKEN BY COMMISSION:**

<u>Ordinance</u>	<u>Resolution</u>	<u>Consideration</u>	<u>Workshop</u>
<u>1<sup>st</sup> Reading</u>	<u>1<sup>st</sup> Reading</u>	<u>Results:</u>	<u>Results:</u>
_____	_____	_____	_____
<u>2<sup>nd</sup> Reading</u>	_____	_____	_____
_____	_____	_____	_____

RESOLUTION NO. 2016-\_\_\_\_\_

**CITY OF POMPANO BEACH**  
**Broward County, Florida**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA, APPOINTING \_\_\_\_\_ TO THE UNSAFE STRUCTURES AND HOUSING APPEALS BOARD AS AN ATTORNEY TO FILL THE UNEXPIRED TERM OF ROSS MCKELVEY, JR.; SAID TERM TO EXPIRE ON JANUARY 29, 2018; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** \_\_\_\_\_ is well qualified to serve as a member of the of the Unsafe Structures and Housing Appeals Board City of Pompano Beach and the City Commission desires to appoint a member thereto, now, therefore,

**BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF POMPANO BEACH, FLORIDA:**

**SECTION 1:** That \_\_\_\_\_ is hereby appointed to the Unsafe Structures and Housing Appeals Board of the City of Pompano Beach, as an attorney to fill the unexpired term of Ross McKelvey, Jr.; said term to expire on January 29, 2018.

**SECTION 2:** This Resolution shall become effective upon passage.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
**LAMAR FISHER, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**ASCELETA HAMMOND, CITY CLERK**

**CITY OF POMPANO BEACH, FLORIDA  
BOARD/COMMITTEE APPLICATION**

City Clerk's Office  
Post Office Drawer 1300  
Pompano Beach, Florida 33061

FAX - 786-9095  
Phone No. (954) 786-4611

**IN ORDER TO ASSIST THE CITY COMMISSION IN MAKING MUNICIPAL BOARD AND COMMITTEE APPOINTMENTS, THE FOLLOWING INFORMATION IS REQUESTED:**

NAME OF BOARD/COMMITTEE: CHARTER AMENDMENT ADVISORY BOARD

NAME OF APPLICANT: EDWARD J. CHANDLER, ESQ

RESIDENCY ADDRESS: 500 S.E. 28th Ave. Pompano Beach, FL 33062

ZIP CODE: 33062 HOME PHONE NO.: H 954-785-2654  
0 954-522-4344

MAILING ADDRESS: same

CITY/STATE/ZIP CODE: \_\_\_\_\_

ARE YOU A CITY RESIDENT? YES: x NO: \_\_\_\_\_

IF YES, PLEASE INDICATE DISTRICT YOU RESIDE IN: 1: ✓ 2: \_\_\_\_\_ 3: \_\_\_\_\_ 4: \_\_\_\_\_ 5: \_\_\_\_\_

DO YOU OWN REAL PROPERTY IN POMPANO BEACH? YES: x NO: \_\_\_\_\_

ARE YOU A REGISTERED VOTER? YES: x NO: \_\_\_\_\_

BUSINESS OR OCCUPATION: Attorney At Law

BUSINESS ADDRESS: 1700 E. Las Olas Blvd. F-6

CITY/STATE: Ft Lauderdale, FL

ZIP CODE: 33062 BUSINESS PHONE NO. 954-522-4344

ARE YOU PRESENTLY SERVING ON ANY OTHER CITY BOARD OR COMMITTEE? no

IF YES, PLEASE LIST NAME: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WOULD YOU CONSIDER SERVING ON ANY OTHER CITY BOARD OR COMMITTEE? yes

IF YES, PLEASE LIST NAME: Marine Advisory

HAVE YOU EVER SERVED ON A CITY OF POMPANO BEACH BOARD/COMMITTEE? no

IF YES, PLEASE STATE NAME OF BOARD OR COMMITTEE: \_\_\_\_\_

PLEASE LIST THE FOLLOWING BACKGROUND INFORMATION WHICH WOULD QUALIFY YOU TO SERVE ON THIS BOARD OR COMMITTEE:

EDUCATION: BS University of Miami 1979

MBA Nova University 1995

JD St Thomas Law School 1990

EXPERIENCE: \_\_\_\_\_

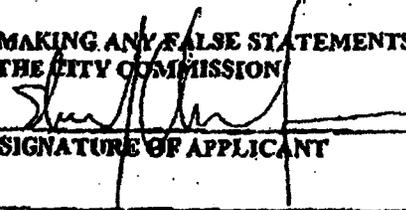
Wyeth Laboratories 1982-1987

CURRENT POSITION: Law Office of Edward J. Chandler PA

PAST POSITIONS: President Vertis Corp

HOBBIES: Boating fishing Golf

MAKING ANY FALSE STATEMENTS HEREIN MAY BE CAUSE FOR REMOVAL BY THE CITY COMMISSION

  
SIGNATURE OF APPLICANT

DATE OF APPLICATION

INITIALS OF CLERK OR DEPUTY

5/11/16  
DATE RECEIVED OR CONFIRMED

NOTE: IF YOU DO NOT WISH TO SERVE ON THIS BOARD OR COMMITTEE, PLEASE EITHER CHECK HERE \_\_\_\_\_ AND RETURN TO CITY CLERK, OR NOTIFY THE CITY CLERK'S OFFICE IN WRITING OF YOUR DESIRE NOT TO SERVE.

THIS SECTION MUST BE COMPLETED BY THE ADVISORY BOARD SECRETARY ONLY  
NUMBER OF MEETINGS HELD: \_\_\_\_\_ NUMBER OF MEETINGS ATTENDED: \_\_\_\_\_



**CITY OF POMPANO BEACH  
ADVISORY BOARD / COMMITTEE  
APPLICATION**

City Clerk's Office Phone: 954-786-4611 Fax: 954-786-4095  
Post Office Drawer 1300, Pompano Beach, FL 33061  
www.mypompanobeach.org

2016 MAR 29 PM 1:32  
CITY OF POMPANO BEACH  
OFFICE OF THE CITY CLERK

Mr. \_\_\_ Mrs. \_\_\_ Ms. \_\_\_ Miss \_\_\_ Name: M. Ross Shulmister  
(Optional)

**Residence Information:**

Home Address: 560 SE 12 Street  
City/State/Zip: Pompano Beach, FL 33060  
Home Phone: (954) 785-9600 Cell Phone: \_\_\_\_\_  
Email: MRoss849@Hotmail.com Fax: \_\_\_\_\_

**Business Information:**

Employer/Business Name: M. Ross Shulmister, Attorney  
Current Position / Occupation: Attorney  
Business Address: 560 SE 12 Street  
City/State/Zip: Pompano Beach, FL 33060  
Business Phone: (954) 785-9600 Fax: \_\_\_\_\_ Email: MRoss849@Hotmail.com

Are you a U.S. Citizen? Yes  No

Are you a resident of Pompano Beach? Yes  No  Reside in District: 1  2  3  4  5

Do you own real property in Pompano Beach? Yes  No

Are you a registered voter? Yes  No

Have you ever been convicted of a felony? Yes  No

**Charter Amendment Advisory Board**

Current or prior service on governmental boards and/or committees: Zoning Board of Appeals

**Please make a check next to the Advisory Boards/Committees you would like to serve on:**

<input type="checkbox"/>	Affordable Housing	<input type="checkbox"/>	Cultural Arts	<input type="checkbox"/>	Parks and Recreation
<input type="checkbox"/>	Air Park	<input type="checkbox"/>	Education	<input type="checkbox"/>	*Planning & Zoning/Local Planning Agency
<input type="checkbox"/>	Architectural Appearance	<input type="checkbox"/>	Emergency Medical Services	<input type="checkbox"/>	*Police & Firefighter's Retirement System
<input type="checkbox"/>	Budget Review	<input type="checkbox"/>	*Employee's Board of Appeals	<input type="checkbox"/>	Pompano Beach Economic Development Council
<input checked="" type="checkbox"/>	Charter Amendment	<input type="checkbox"/>	Employee's Health Insurance	<input type="checkbox"/>	Public Art Committee
<input type="checkbox"/>	Community Appearance	<input type="checkbox"/>	*General Employee's Retirement System	<input type="checkbox"/>	Recycling & Solid Waste
<input type="checkbox"/>	*Community Development(CDAC)	<input type="checkbox"/>	Golf	<input type="checkbox"/>	Sand & Spurs Riding Stables
<input type="checkbox"/>	CRA East	<input type="checkbox"/>	Historic Preservation	<input type="checkbox"/>	Marine
<input type="checkbox"/>	CRA West	<input type="checkbox"/>	*Housing Authority of Pompano Beach	<input checked="" type="checkbox"/>	*Unsafe Structures
					*Zoning Board of Appeals

\*Financial Disclosure Form is required, if appointed to serve, upon appointment and upon resignation/retirement.

In addition a Resume may be attached

Education: Bachelor of Electrical Engineering, Univ. Fla., 1962

Juris Doctor, Univ. Fla., 1973

Experience: Electrical Engineer, 1963-64; Melpar, Honeywell

US Air Force, 1964-1970; Combat Pilot

Attorney-at-Law; 1973-present

Past Positions: Past chair, Charter Amendment Advisory Board

Current member, Zoning Board of Appeals

Hobbies: Flying

Annoying officious people

***Making any false statements herein may be cause for revocation by the City Commission of any appointment to a Board/Committee.***

Signature: 

Date: March 29, 2016

Initials of Clerk or Deputy: \_\_\_\_\_

Date received or confirmed: 5/11/16

Please check one:  New Application     Currently Serving on Board     Updated Information

Note: Application is effective for one year from date of completion. If you have any questions on the above, please call the City Clerk's Office at: 954-786-4611, or send via fax to: 954-786-4095.



**CITY OF POMPANO BEACH  
ADVISORY BOARD / COMMITTEE  
APPLICATION**

City Clerk's Office Phone: 954-786-4611 Fax: 954-786-4095  
Post Office Drawer 1300, Pompano Beach, FL 33061  
www.mypompanobeach.org

Mr.  Mrs.  Ms.  Miss  Name: CHARLES H. BECHERT, III  
(Optional)

**Residence Information:**

Home Address: 371 SE 9<sup>TH</sup> CT,  
City/State/Zip: Pompano Beach, FL 33060  
Home Phone: \_\_\_\_\_ Cell Phone: 954-401-0183  
Email: trip@southfloridaattorney.com Fax: 954-941-8337

**Business Information:**

Employer/Business Name: Bechert & Associates, PA  
Current Position / Occupation: Attorney  
Business Address: 901 E. ATLANTIC BLVD.  
City/State/Zip: POMPANO BEACH, FL 33060  
Business Phone: 954-941-8363 Fax: 954-941-8337 Email: trip@southfloridaattorney.com

Are you a U.S. Citizen? Yes  No

Are you a resident of Pompano Beach? Yes  No  Reside in District: 1  2  3  4  5

Do you own real property in Pompano Beach? Yes  No

Are you a registered voter? Yes  No

Have you ever been convicted of a felony? Yes  No

Current or prior service on governmental boards and/or committees: Parks and Rec Board as alternate

**Please make a check next to the Advisory Boards/Committees you would like to serve on:**

<input type="checkbox"/> Affordable Housing	<input type="checkbox"/> Cultural Arts	<input checked="" type="checkbox"/> Parks and Recreation
<input checked="" type="checkbox"/> Air Park	<input type="checkbox"/> Education	<input checked="" type="checkbox"/> *Planning & Zoning/Local Planning Agency
<input checked="" type="checkbox"/> Architectural Appearance	<input type="checkbox"/> Emergency Medical Services	<input type="checkbox"/> *Police & Firefighter's Retirement System
<input type="checkbox"/> Budget Review	<input type="checkbox"/> *Employee's Board of Appeals	<input checked="" type="checkbox"/> Pompano Beach Economic Development Council
<input type="checkbox"/> Charter Amendment	<input type="checkbox"/> Employee's Health Insurance	<input type="checkbox"/> Recycling & Solid Waste
<input type="checkbox"/> Community Appearance	<input type="checkbox"/> *General Employee's Retirement System	<input type="checkbox"/> Sand & Spurs Riding Stables
<input type="checkbox"/> *Community Development	<input type="checkbox"/> Golf	<input type="checkbox"/> Marine
<input type="checkbox"/> CRA East	<input type="checkbox"/> Historic Preservation	<input checked="" type="checkbox"/> *Unsafe Structures
<input checked="" type="checkbox"/> CRA West	<input checked="" type="checkbox"/> *Housing Authority of Pompano Beach	<input checked="" type="checkbox"/> *Zoning Board of Appeals

\*Financial Disclosure Form is required, if appointed to serve, upon appointment and upon resignation/retirement.

In addition a Resume may be attached

Education: ST. THOMAS UNIVERSITY, BACHELOR'S DEGREE  
THOMAS M. COOLEY SCHOOL OF LAW, JURISDOCTORATE DEGREE

\_\_\_\_\_

Experience: \_\_\_\_\_

\_\_\_\_\_

Past Positions: ALTERNATE ON PARKS & RECREATION ADVISORY BOARD

\_\_\_\_\_

Hobbies: \_\_\_\_\_

\_\_\_\_\_

**Making any false statements herein may be cause for revocation by the City Commission of any appointment to a Board/Committee.**

Signature: 

Date: 3/29/12

Initials of Clerk or Deputy: NA

Date received or confirmed: 5/1/16

Please check one:  New Application  Currently Serving on Board  Updated Information

Note: Application is effective for one year from date of completion. If you have any questions on the above, please call the City Clerk's Office at: 954-786-4611, or send via fax to: 954-786-4095.

# Charles H. Bechert III "Trip"

901 East Atlantic Blvd  
Pompano Beach, Florida 33060

Office: (954) 941-8363  
Fax : (954) 941-8337

## FLORIDA BAR:

Admitted 1993

## EDUCATION:

**Thomas M. Cooley Law School - Lansing, Michigan**  
Juris Doctor, 1993

### Awards:

- § Dean=s List
- § American Jurisprudence Award for Excellence in Trial Workshop

**St. Thomas University - Miami, Florida**  
Bachelor of Arts in Communication

## PROFESSIONAL PROFILE:

August 2007 - Present

Florida Supreme Court Certified Family, County and Circuit Civil Mediator  
(Certified by the State of Florida)

November 2002 - Present

**Bechert & Associates, P.A. - Pompano Beach, FL**  
Property Damage Defense for State Insurance Carrier, Criminal Defense, Contractor Violations For Broward County, Foreclosure Defense, Personal Injury & PIP Plaintiff, Wage and Overtime Claims, Immigration, Family Law, Commercial Litigation

November 1999 - November 2002

**Miller & Bechert, P.A. - Fort Lauderdale, FL**  
Personal Injury & PIP Plaintiff

September 1997 - 1999

**Tolgyesi, Katz, Tarr & Hankin, P.A. - Hollywood, FL**  
Personal Injury, PIP Defense and Criminal Defense

May 1994 - September 1997

**State Attorney=s Office Seventeenth Judicial Circuit Broward County, - Ft. Lauderdale, FL**

### Assistant State Attorney

- § **Felony Trial Prosecutor:** Felony Trial Division (March 1996 - September 1997) Division Prosecutor responsible for handling all levels of felony prosecutions.
- § **Special Unit Prosecutor:** Domestic Violence Unit (April 1995 - March 1996)  
Investigate, file and prosecute all acts of domestic violence.  
Additional responsibilities included interviewing victims, coordinating treatment with victim advocates, and determining appropriate counseling and length of incarceration for domestic violence offenders.
- § **Satellite Prosecutor:** West Satellite Court House (October 1994 - April 1995)  
Supervised and prosecuted cases for the State Attorney=s West Satellite office. Responsible for managing all interoffice operations as well as filing and prosecuting cases for 15 municipalities.
- § **Trial Prosecutor:** Misdemeanor Trial Division (May 1994 - October 1994)  
Division Prosecutor responsible for handling hundreds of active files any given time.

December 1993

May 1994

**Law Offices of Milena Christopher - Ft. Lauderdale, FL**

### Attorney

Responsibilities included administering the firm=s contract with the Department of Revenue for Child Support Enforcement, encompassing over 12,000 active cases.

June 1995

**Broward Community College**

### Adjunct Professor

- § **Business Law 1** - Responsible for effective presentation of all course materials. Prepare and administer examinations. Provide a positive atmosphere for students to learn and gain insight in this area of their academics.

August 1995

**Author & Lecturer**

- § **Domestic Violence - A No Longer Band-Aid Solutions@**, October 1995;  
The Record: The Official Publication of the Broward County Medical Association.
  - § Domestic Violence Seminar - Continuing Medical Education providing 1.0 credit for South Florida Physicians. Sponsored by Pompano Beach Medical Center and Northeast Medical Center.
- Objectives:** To assess and recognize domestic violence. Provide appropriate intervention of persons involved in domestic violence. Property report victims of domestic violence.



**CITY OF POMPANO BEACH**  
**ADVISORY BOARD / COMMITTEE APPLICATION**

CITY OF POMPANO BEACH  
 OFFICE OF THE CITY CLERK

2016 MAY -6 PM 6:10

City Clerk's Office Phone: 954-786-4611 Fax: 954-786-4095  
 Post Office Drawer 1300, Pompano Beach, FL 33061  
 www.mypompanobeach.org

Mr. \_\_\_ Mrs. X Ms. \_\_\_ Miss \_\_\_ Name: WHITNEY ANNE METEVIA  
 (Optional)

**Residence Information:**

Home Address: 1201 NE 3 STREET  
 City/State/Zip: POMPANO BEACH FLORIDA 33060  
 Home Phone: \_\_\_\_\_ Cell Phone: 9545628097  
 Email: WMETEVIA@EARTHLINK.NET Fax: \_\_\_\_\_

**Business Information:**

Employer/Business Name: JOHNSTON & METEVIA, P.A.  
 Current Position / Occupation: ATTORNEY  
 Business Address: 2335 E. ATLANTIC BLVD., SUITE 301  
 City/State/Zip: POMPANO BEACH FLORIDA 33062  
 Business Phone: 954-942-6633 Fax: 954-942-3958 Email: WMETEVIA@EARTHLINK.NET

Are you a U.S. Citizen? Yes X No \_\_\_\_\_  
 Are you a resident of Pompano Beach? Yes X No \_\_\_\_\_ Reside in District: 1 \_\_\_ 2 \_\_\_ 3 X 4 \_\_\_ 5 \_\_\_  
 Do you own real property in Pompano Beach? Yes X No \_\_\_\_\_  
 Are you a registered voter? Yes X No \_\_\_\_\_  
 Have you ever been convicted of a felony? Yes \_\_\_\_\_ No X \_\_\_\_\_  
 Current or prior service on governmental boards and/or committees: \_\_\_\_\_  
 13 Years on Pompano Beach Economic Development Council

**Please make a check next to the Advisory Boards/Committees you would like to serve on:**

Affordable Housing	Cultural Arts	Parks and Recreation
Air Park	Education	*Planning & Zoning/Local Planning Agency
Architectural Appearance	Emergency Medical Services	*Police & Firefighter's Retirement System
Budget Review	*Employee's Board of Appeals	Pompano Beach Economic Development Council
Charter Amendment	Employee's Health Insurance	Public Art Committee
Community Appearance	*General Employee's Retirement System	Recycling & Solid Waste
*Community Development(CDAC)	Golf	Sand & Spurs Riding Stables
CRA East	Historic Preservation	Marine
CRA West	*Housing Authority of Pompano Beach	X *Unsafe Structures
		*Zoning Board of Appeals

\*Financial Disclosure Form is required, if appointed to serve, upon appointment and upon resignation/retirement.

In addition a Resume may be attached

Education: Bachelor of Arts, cum laude, University of Florida, 1996; Juris Doctor, Nova Southeastern University, 2000;

Florida Bar licensed attorney

Experience: Four (4) month internship with Pompano Beach City Attorney's office (Spring 2000); Summer internship with

17th Circuit Judiciary - civil division (Summer 1999); General Practice in Pompano Beach fifteen (15) years

Life-long resident of Pompano Beach (40+ years)

Past Positions: Pompano Beach Chamber of Commerce Executive Board of Directors (as Counsel);

Vice-Chair of Pompano Beach Economic Development Council; President-Elect Rotary Club of Pompano Beach

Board of Directors of Sample McDougald House Preservation Society; President of North Broward Bar Association

Hobbies: \_\_\_\_\_

**Making any false statements herein may be cause for revocation by the City Commission of any appointment to a Board/Committee.**

Signature: \_\_\_\_\_



Date: \_\_\_\_\_

5-6-16

Initials of Clerk or Deputy: \_\_\_\_\_

Date received or confirmed: \_\_\_\_\_

5/9/16

Please check one:  New Application     Currently Serving on Board     Updated Information

Note: Application is effective for one year from date of completion. If you have any questions on the above, please call the City Clerk's Office at: 954-786-4611, or send via fax to: 954-786-4095.

**202.13 UNSAFE STRUCTURES BOARD:** The Unsafe Structures Board is hereby created, consisting of nine members who shall be appointed by the Appointing Authority. All professional members of the Unsafe Structures Board should be registered and licensed in the State of Florida. In the event the Appointing Authority cannot find a properly qualified resident of the area under its jurisdiction, it may by majority vote of its membership, appoint a qualified non-resident of the specific categories or professions required.

**(a) QUALIFICATION OF MEMBERS:** Members of the Board shall be permanent residents of the area under the jurisdiction of the Appointing Authority, who possess outstanding reputations for civic activity, interest, integrity, responsibility, and business or professional ability. The composition and representative membership of the Board shall be as follows: a Registered Engineer, a Registered Architect, a General Building Contractor, an Electrical Contractor, an Attorney at Law, a Plumbing Contractor, a Real Estate Appraiser, a Real Estate Property Manager and Citizen with experience and background in the field of social problems.

**(b) TERMS OF OFFICE:** In order that the terms of office of all members of the Board shall not expire at the same time, the initial appointments to the Board shall be as follows: Three members for the term of two years, three members for the term of three years, and three members for the term of four years. Thereafter, all appointments shall be for the term of three years, provided that the term in all instances, shall continue until a successor is appointed and qualified. Appointments to fill any vacancy on the Board shall be for the remainder of the unexpired term, but failure to fill a vacancy shall not invalidate any action or decision of the Board.

**(c) ORGANIZATION OF THE BOARD:**

**(1)** The members of the board shall elect a Chairman and a Vice Chairman and such other officers as may be deemed necessary or desirable, who shall serve at the will of the Board. Election of officers shall be held at the first meeting after February First, and such officers shall hold office for one year.

**(2)** Five members of the Board shall constitute a quorum necessary to hold a meeting or take any action.

**(3)** A majority vote of the Board membership present and voting at a duly constituted meeting shall be sufficient to overrule, modify or affirm any action or decision of the Building Official or to take any other action within the scope of the power and duties of the Board.

**(4)** Members shall serve without compensation but shall be entitled to reimbursement for necessary expenses incurred in the performance of their official duties, upon approval by the legislative body adopting this Code.

**(5)** No member of the Board shall sit as a voting member in any hearing on a matter in which he has a personal or financial interest.

**(6)** The Building Official, or his designee, shall be the Secretary of the Board but shall have no vote.

**(7)** The Chairman or the Secretary may call meetings of the Board, and meetings may be called by written notice signed by three members of the Board.

**(8)** Minutes and records shall be kept of all meetings of the Board and all meetings shall be public.

**(9)** All hearings shall be open to the public, and any person whose interest may be affected by the matter on appeal shall be given an opportunity to be heard in person, or through his attorney.

**(10)** Witnesses may be sworn and subpoenaed by the Board in a like manner as they are subpoenaed by the court or courts in the County in which this Code is adopted.

**(11)** The hearings shall be informal and need not be conducted according to technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs regardless of the existence of any common law or statutory rules which might make improper the admission of such evidence over objection in civil actions.

**(12)** Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient itself to support a finding unless it would be admissible over objection in civil actions.

**(13)** The rules of privilege shall be effective to the same extent that they are now, or hereafter may be, recognized in civil actions; and irrelevant and unduly repetitious evidence shall be excluded.

**(14)** The Board may establish rules and regulations for its own procedure.

(15) The Building Official shall provide adequate and competent clerical and administrative personnel and such technical or scientific personnel as may be reasonably required by the Board for the proper performance of its duties, subject to budget limitations and shall maintain a record of all proceedings in the office of the Building Official, including but not limited to a court reporter's transcript of the proceeding, and shall make available for copying any and all portions of the record of the proceeding and may certify the same as a true copy and make a reasonable charge therefor; provided, the court reporter shall certify the copy of his transcript.

(16) The Building Official shall provide a regular meeting place for the Board.

**(d) DUTIES AND POWERS OF THE BOARD:** The board shall have the following duties, functions, powers and responsibilities:

(1) Hear and determine appeals from actions and decisions of the Building Official pursuant to the provisions thereof.

(2) Hear and review the application of the Building Official for review of his action where his decision as indicated in a Notice of Violations has not been complied with.

(3) Affirm, modify or reverse the decision of the Building Official upon appeal or on application for review.

(4) The Board, through its Secretary, shall transmit the record with all exhibits, instruments, papers, and transcripts of its proceedings to the appointing authority in the event that authority shall consider the matter pursuant to applicable law in that regard made and provided.

(5) Hear and determine appeals from actions and decisions of the enforcing agency pursuant to the provisions of the applicable Minimum Housing Code.

**202.14 DUTIES OF LEGAL COUNSEL:** It shall be the duty of the attorney for the appointing authority, when so requested, to appear at all hearings before the Unsafe Structures Board and to represent and advise the Board.

**202.15 CONFLICT OF INTEREST:** No official, board member or employee charged with the enforcement of this law shall have any financial interest, directly or indirectly, in any repairs, corrections, construction or demolition which may be required, nor shall any official, board member or employee give to anyone the location of any property or the names of owners thereof on which repairs, corrections or demolition have been ordered, except as otherwise directed hereinafter, until after the owners have been formally advised at which time such shall become a matter of public record.

<b>Kathy W. Wesley</b>	600 Three Islands Blvd., 419B Home	Hallan-	954-456-4763 h	9/9/2014	9/26/2017	2014-316
<i>Masters of Social Work</i>	Hallandale Beach., Florida 33009	dale	305-733-3585 c			
City Commission At Large	<a href="mailto:Kathyeww@yahoo.com">Kathyeww@yahoo.com</a>					
					1/29/2018	
<b>VAGANEY</b>						
<i>Attorney</i>						
City Commission At Large						
<b>Paul Summa</b>	2931 N.E 11th Terrace	2	954-782-9922(H)	3/27/2015	3/27/2018	2015-214
<i>Real Estate Appraiser</i>	Pompano Beach, FL 33064		954-270-6559( C)			
City Commission At Large						
<b>Kenneth Koch</b>	1641 N.E. 48th Court (33064)	2	954-427-8167	7/28/2015	9/8/2018	2015-383
<i>General Contractor</i>	<a href="mailto:resolver1@comcast.net">resolver1@comcast.net</a>					
City Commission At Large						
<b>Ghulam "Joe" Usman</b>	555 S. Pompano Pkwy., Ste. 5, (33069)	5	954-682-7600 c	9/9/2014	8/30/2017	2014-315
<i>Plumbing Contractor</i>	1940 S.E. 2nd St., (33060) Bus	3	954-255-1977 h			
City Commission At Large	<a href="mailto:Ghulamusman@gmail.com">Ghulamusman@gmail.com</a>		954-978-8400 o			
<b>Hector G. Barragan</b>	2840 N.E. 14th Street	1	954-632-9250 c	2/25/2014	2/22/2017	2014-153
<i>Engineer</i>	Apt. A-309 (33062)					
City Commission At Large	<a href="mailto:hgbarragan123@aol.com">hgbarragan123@aol.com</a>					
<b>Daniel R. Cogdill</b>	2381 N.E. 15th Terrace (33064)	2	954-785-4345 h	4/25/2015	4/25/2018	2015-2012
<i>Electrical Contractor</i>	<a href="mailto:drc1234@att.net">drc1234@att.net</a>		954-304-5901 o			
City Commission At Large						
<b>Gail A. DeAngelis</b>	5040 Southwest 11th Place	1	954-785-2042	7/28/2015	9/8/2018	2015-384
<i>Real Estate Property Manager</i>	Margate, FL 33068					
City Commission At Large	<a href="mailto:gail1236@earthlink.net">gail1236@earthlink.net</a>					
<b>Walter Syrek</b>	1311 N.E. 43 Court (33064)	2	954-864-5759 c	4/25/2015	4/25/2018	2015-213
<i>Architect</i>	<a href="mailto:wsarch@gmail.com">wsarch@gmail.com</a>		954-254-7827			
City Commission At Large						
Jashona McGee	City Hall		954-545-7807			
Recording Secretary						
Meets: Fourth Tuesday of each month @ 5:00pm in the City Commission Chambers Conference Room						
Elections: Annually in February						