

**CODE ENFORCEMENT BOARD
MEETING MINUTES
Thursday, April 19, 2018**

MINUTES ARE NOT VERBATIM

A meeting of the Okaloosa County Code Enforcement Board was held Thursday, April 19, 2018 at 4:00 p.m. at the Okaloosa County Administration Building, 1250 Eglin Parkway, first floor Commissioner's Chambers, Shalimar, Florida. Board members in attendance were Chairman Spence King, Vice-Chairman Mike Banks, Caralee Gibson, Cathy Alley and Skip Miller. Dennis Chavez and Fay Seketa were not in attendance.

Growth Management staff in attendance were Lisa Payton, Code Enforcement Supervisor; Kerry Parsons, County Attorney; Lynne Oler, Code Enforcement Administrative Assistant, and Teresa Mullins, Administrative Assistant. Also present, was Okaloosa County Commissioner Nathan Boyles.

1. ROLL CALL

Ms. Lynne Oler conducted roll call.

2. SWEARING IN OF ALL SPEAKERS

County Attorney, Kerry Parsons swore in all who wished to address the Board.

3. APPROVAL OF MINUTES – February 15, 2018 Meeting

Motion to approve the minutes as written made by Skip Miller, second by Mike Banks, approved unanimously.

4. ANNOUNCEMENTS

Ms. Lisa Payton introduced the new Board secretary and Code Administrative Assistant, Lynne Oler. She also announced a special guest, Okaloosa County Commissioner Nathan Boyles.

5. OLD BUSINESS

A. CEB CASE #17-422539

Location of Violation:

Next Home/Freddie Mac

36 Meigs Dr., Shalimar

■ **Administrative Fees Paid**

Ms. Lisa Payton informed the Board that this is a case she brought before the Board in February. It was a public nuisance and derelict structure. The Board tabled the issue for sixty (60) days. Freddie Mac filed for the eviction a week after the Board meeting and a judge signed it last month. The tenant was evicted and Freddie Mac brought the property into compliance. They still have to install windows to get it ready for sale, but they do have the windows boarded, so it meets the compliance requirements. They also cleaned the

debris, and cleaned and covered the pool. Ms. Payton asked that this item be removed from the agenda.

Skip Miller made a motion to follow staff recommendation and remove this case from our file. Second by Mike Banks. Motion passed unanimously.

6. NEW BUSINESS

There was no new business.

7. OTHER BUSINESS

Presentation on New Board Member Procedures – Patty Cook

Ms. Payton stated that Ms. Cook was unable to attend and our legal staff would be presenting this item. Ms. Payton informed the Board that Ms. Fay Seketa was up for renewal, followed by Cathy Alley in July.

County Attorney Kerry Parsons stated that on February 21st of this year the Board of County Commissioners put a new policy in place. She said it is not just for the new members, but for any member that may be up for renewal. There is now a standardized application that needs to be filled out, along with a fingerprinting requirement. She informed the Board that currently, the BCC is covering the cost of fingerprinting, which needs to be done at the County's HR Department in Crestview. This is the only option for fingerprinting right now, but it could change in the future. Ms. Parsons told the Board that they could apply for renewal in advance and the information would be kept until the member came up for renewal. She proceeded to let the Board know that they needed to return the applications to Ms. Patty Cook in the Shalimar office.

Board member Cathy Alley asked if it was still required to be finger printed if you have prints on file. Attorney Parsons said that it is a requirement that they be done at the HR office in Crestview.

Chairman King reiterated that members need not wait until they are up for renewal, they could go at any time to start the process.

Kerry Parsons read aloud each members renewal date.

Board member, Mike Banks asked about the Ethical Disclosure and stated that his company works with the CDC and SHIP program and asked if it could become an issue. Attorney Kerry Parsons pointed out that there is a requirement for certain disclosures when an advisory or governing board member contracts with Okaloosa County. She said if the disclosure is made with the application and presented to the BCC, he should be alright.

At this point, Commissioner Nathan Boyles stepped up to speak with the Board. He asked if there was anything the Board would like him to take back to the BCC.

Ms. Cathy Alley asked that Commissioner Boyle let the BCC be aware of the challenges that the Board and Staff face. Commissioner Boyles agreed and said that the BCC was trying to make sure the Code Department was staffed properly, but that she could probably use more. He stated that they have strengthened the code enforcement process, specifically the lien process. Further discussion took place on the length of time it takes to go through the process.

Commissioner Boyles stated that there are so many cases that Staff takes care of, that never have to come before the Board. The Staff handles them and gets them resolved. It was suggested that it would be nice to provide, and mention during the BCC meetings, the number of cases that the Code Department handles each month.

Some discussion took place on unlicensed contractors and attempts to put more teeth into our ordinances. Kerry Parsons stated that she and Staff are working on this issue.

The Board, County Attorney and Commissioner Boyles discussed the process of liens against the property itself, not an individual, which is a great tool to try to get some of the really egregious properties to come into compliance. It was noted that these liens against the properties are brought to light during the purchase of a home or piece of property.

8. ADJOURN

There being no further business before the Board, Chairman King declared the meeting adjourned.

Prepared by:

Lynne Oler
Code Enforcement Administrative Assistant