

**Minutes**  
**CODE ENFORCEMENT BOARD**  
**December 16, 2014**  
**6:00 p.m.**

Board Members Present:

Charlie Leonard, Chair  
Robert Rotondo, Vice Chair  
Bob Rickey  
William C. Price, III  
Robert Westbrook

Board Members Absent:

Rose Quin-Bare

Staff Present:

David Persson, Code Enforcement Board Attorney  
Mike Williamson, Code Enforcement Officer  
Debra Woithe, City Planner  
Deanna Roberts, Administrative Assistant

Mr. Leonard called the December 16, 2014 meeting to order, followed by a moment of silence and the Pledge of Allegiance. The roll was called. Rose Quin-Bare was absent from the meeting. All persons wishing to address the Board were duly sworn.

1. APPROVAL OF AGENDA

**MOTION: Mr. Price moved, Mr. Rickey seconded, and the motion carried unanimously to approve the December 16, 2014 Agenda.**

2. CONSENT AGENDA

- A. Minutes: October 28, 2014
- B. Legal expenses through October 28, 2014

**MOTION: Mr. Rotondo moved, Mr. Price seconded, and the motion carried unanimously to approve the December 16, 2014 Consent Agenda.**

3. PUBLIC HEARINGS

A. Case No. 14-01

Jackson Hardware  
1118 8<sup>th</sup> Avenue West  
Palmetto, Florida 34221

Violation Location: 1118 8<sup>th</sup> Avenue West, Palmetto, Florida  
Codes Violated: Palmetto Code of Ordinances, Chapter 3, Advertising & Signs, Article III Signs, Section 3-62 Definitions; Section 3-157 (a), (b), (c), & (d)

Mr. Leonard opened the public hearing.

Code enforcement officer Mike Williamson addressed the Board. He confirmed that he had been sworn and that his credentials are on file with the Clerk of the Board. He reviewed this case which was continued from October. He said he recommended in October that the Respondent be found in violation of the City of Palmetto Code of Ordinances. Following that, a

permit was applied for, closed out and inspected and the sign is now in compliance. He has sent a Report of Compliance to the owner and the tenant. He recommended the property be found in compliance and to waive all administrative costs.

Mr. Leonard closed the public hearing for deliberation. He then reopened the public hearing to present the Board's decision.

**MOTION: Mr. Rickey moved, Mr. Price seconded, and the motion carried unanimously to accept Mr. Williamson's recommendation to find the property in compliance and to waive administrative costs.**

#### 4. OLD BUSINESS

None

#### 5. NEW BUSINESS

Mr. Williamson informed the Board that the storage container ordinance has been continued to the January 26, 2015 Commission meeting.

Citations have been issued to the police department to use to enforce the noise ordinance when Code Enforcement is off duty. Finance has asked Code Enforcement to be the keeper of the citation records. The procedure is being revamped in conjunction with the police department.

Mr. Williamson reported that he has been working with the Property Appraiser's Office to track homes that are homesteaded but are being rented out. The City can provide a lease to the County for proof.

He stated he has been using a tablet in the field, but he often needs internet access. The city is looking at Mi-Fi which the police department uses, or using the City cell phone at a City hot spot.

He recognized Rose Quin-Bare for connecting him with the Waste Management Regional Manager. They are now in contact by cell phone and are developing a strategic plan for sweeps to clean up the city.

He thanked Mr. Price for his time on the Code Enforcement Board. Mr. Price is moving to the Planning and Zoning Board.

Mr. Williamson recognized Sharon Tarman who will be appointed to the Board on January 5, 2015. Ms. Tarman told the Board she works for Emergency Management. She is a certified planner and has lived in Palmetto all her life.

A Certificate of Appreciation was presented to Mr. Rickey by Chair Leonard, Mike Williamson and Clerk of the Board Deanna Roberts in recognition of his eleven years of service on the Code Enforcement Board. He is retiring from the Board.

Mr. Williamson introduced City Planner Debra Woithe who is now overseeing Code Enforcement, Planning and Zoning and the Building Department. She opined that having the three groups together makes sense because a lot of things cross over between the three departments, including permitting and building code violations.

Currently she is looking at fences in the downtown area for permitting and adherence to guidelines. Also, the City will be taking a look at the sign ordinance. She plans to draft a

friendly letter to businesses about signs and regulations as a precursor to enforcing the sign ordinance.

Mrs. Woithe briefed the Board on her educational background and experience.

Mr. Williamson informed the Board that irrespective of actual cases, there will be quarterly meetings to keep the Board updated on ordinances or any other city actions.

#### 6. PUBLIC COMMENTS

None

#### 7. ADJOURNMENT

**MOTION: Mr. Rickey moved, Mr. Price seconded, and the motion carried unanimously to adjourn the meeting.**

The meeting was adjourned at 7:26 p.m.

Minutes approved: April 28, 2015

*Charles W. Leonard*

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Charles W. Leonard, Chair