



**CITY OF ORLANDO
BUILDING & FIRE CODES BOARD OF APPEAL**

MINUTES

April 10, 2015

9:00 AM

**City Hall, 2nd Floor
Agenda Conference Room
400 South Orange Avenue
Orlando, Florida**

I. Call to Order

The Board called the meeting to order at 9:09 AM.

II. Roll Call

The following Board members were present: Crystal Jenkins, Rusty Graf, Saila Alath, Jonathan Cantwell, Mitesh Smart, Bryan Spangler, and Radames Lamenza

Also in attendance: Alison Brackins – Assistant City Attorney, Timothy Johnson – Permitting Services, Crystal Emeric – Recording Secretary, and Paul Straubinger

III. Old Business

A. Motion was made by Mitesh and seconded by Jon for approval of the January 9, 2015 meeting minutes. Motion was unanimously approved.

IV. Brief education topic review (Mitesh Smart)

A. General Definitions: Mitesh gave an overview of the importance of accurately understanding definitions and utilizing appropriate resources to obtain definitions to avoid incorrect interpretations.

V. New Business

A. Board welcomed new Board member, Radames Lamenza

B. Nomination & election for Vice-Chair

- Motion was made by Saila and seconded by Mitesh for Rusty Graf to serve as Vice-Chair. Motion was unanimously approved.

C. Discuss meeting calendar with brief education topics/training

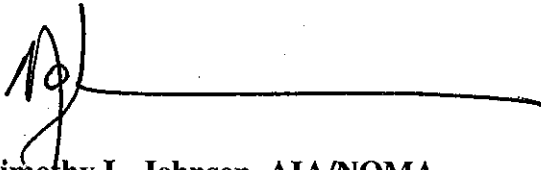
- The next topic discussion will be lead by Bryan. Future discussions will be lead by Rusty and Jonathan. Group agreed to keep these within a 15 minute timeframe and tie in how it relates or is impacted by the code.

D. Annual Board Review information or proposed structural changes

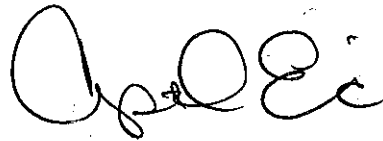
- Discussed purpose of report submitted to the City Clerk's office. Structural changes to the Board should be discussed prior to the report being submitted in October.

VI. Meeting adjourned at 9:37 AM

Respectfully Submitted,

A handwritten signature in dark ink, consisting of a stylized 'TJ' followed by a long horizontal line.

Timothy L. Johnson, AIA/NOMA
Permitting Services Division Manager
Building & Fire Codes Board of Appeal

A handwritten signature in dark ink, featuring a large 'C' and 'E' with a stylized 'A' in between.

Crystal Emeric
Recording Secretary
Building & Fire Codes Board of Appeal