



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

MINUTES

May 2, 2014

9:00 AM

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

I. Call to Order

Crystal Jenkins called the meeting to order at 9:12 AM.

II. Roll Call

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

Also in attendance: Alison Brackins – Assistant City Attorney, Donny Pittman – Permitting Services, Bob Pike – Permitting Services, Timothy Johnson – Permitting Services, Crystal Emeric – Recording Secretary

III. Old Business

A. Motion was made by Paul and seconded by Rusty for approval of the March 7, 2014 meeting minutes. Motion was unanimously approved.

IV. New Business

A. Welcome new board members

- The Board welcomed Mitesh Smart and Bryan Spangler. The Board introduced themselves.

B. Annual Retreat

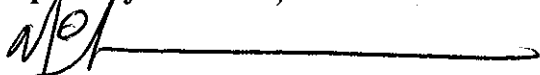
- Tim addressed the Board's annual retreat reschedule. This was due to not only being unable to obtain a speaker, but also to today being Jack Richardson's last day.
- Communication will be sent to the Board once a speaker and date are confirmed


V. Comments from the Board/City

A. Discussed the importance of the Board, the cases that have been brought forward, and the collaborative efforts put forth by Permitting with each customer to minimize the amount of cases requiring review by the Board.

VI. Meeting adjourned at 9:32 AM.

Respectfully Submitted,


**Timothy Johnson, Permitting Services Manager
Building & Fire Codes Board of Appeal**


**Crystal Emeric, Recording Secretary
Building & Fire Codes Board of Appeal**