



BUILDING & FIRE CODES BOARD OF APPEAL

ANNUAL REPORT
FISCAL YEAR 2015-16



BUILDING & FIRE CODES BOARD OF APPEAL

I. PURPOSE

- A. MISSION STATEMENT. The mission of the Building & Fire Codes Board of Appeal Board is to serve as a local administrative body to hear appeals. The Board not only hears appeals to any final decision made by the Building Official and Fire Official, but it settles conflicts between the local Building and Fire Officials on application of the minimum Building Code or Fire Prevention Code.

II. ADMINISTRATION

- A. STAFF. The City provides staff support and administration for the Building & Fire Codes Board of Appeal. Key staff are as follows:
1. Timothy Johnson, City Permitting Services Division Manager
 2. Roy Eden, City Building Official
 3. Alison Brackins, Assitant City Attorney II
 4. Ashley Edwards, Board Secretary
- B. STAFF CHANGES. The Building & Fire Codes Board of Appeals Recording Secretary, Crystal Emeric, turned over Board duties to Ashley Edwards in 2016.

III. BOARD MEMBERS

- A. NUMBER. The Building & Fire Codes Board of Appeal has a total of seven (7) members which are recommended to the Mayor for appointment by the Nominating Board, appointed by the Mayor, and confirmed by City Council.
- B. REQUIREMENTS. Expertise in building construction and fire safety safety standards.
- C. ATTENDANCE. The annual attendance report is attached.
- D. CHAIRMAN. Crystal Jenkins
845 North Garland Avenue
Orlando, Florida 32801
p. 407.770.2050 · e. crystaljenkins1621@gmail.com
- E. VICE CHAIRMAN. Bryan Spangler
8131 Steeplechase Boulevard
Orlando, Florida 32818
p. 407.246.1688 · e. bspangler@peifla.com
- F. BOARD MEMBERS.

<u>MEMBER</u>	<u>TERM</u>	<u>APPOINTED</u>	<u>TERM EXPIRATION</u>	<u>STATUS</u>
Laura Barbero-Buffa	1	02/29/2016	01/31/2018	Active
Jonathan Cantwell	2	02/25/2013	01/31/2018	Active
Radames Lamenza	2	04/06/2015	01/31/2018	Active
Mitesh Smart	2	03/17/2014	01/31/2017	Active



BUILDING & FIRE CODES BOARD OF APPEAL

Bryan Spangler	2	04/14/2014	01/31/2018	Active
Crystal Jenkins	2	01/21/2011	01/31/2017	Active
William Coleman	1	02/29/2016	01/31/2018	Active
Saila Alaith	3	10/22/2012	01/31/2016	Resigned
Doryk "Rusty" Graf	3	02/25/2013	01/31/2016	Resigned

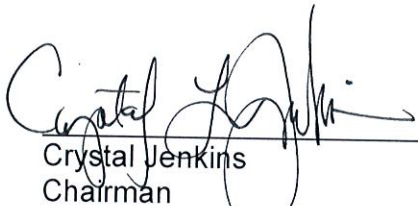
IV. MEETINGS


A. DAY AND TIME. The Board meets on the first Friday of each month at 9:00 a.m.

B. NUMBER. The Board scheduled twelve (12) meetings in Fiscal Year 2015-16 and held six (6) meetings dated: December 4, 2015; February 5, 2016; May 6, 2016; July 8, 2016; September 9, 2016. Volunteer hours for the Board for Fiscal Year 2015-16 totaled 17.42 cumulative hours.


V. WORKLOAD


A. SYNOPSIS. The Board did not review any cases during Fiscal Year 2015-16.


Crystal Jenkins
Chairman


Timothy Johnson
Permitting Services Division Manager


Ashley Edwards
Recording Secretary


Kyle Reynolds
Board Coordinator


Amy T. Iennaco
Interim City Clerk



Building & Fire Code Board of Appeals Attendance Report



Fiscal Year: 2015-16

Target Number of Meetings: 12

Recording Secretary: Ashley Edwards

Name	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	held	# miss	% miss	Date Appointed	Term Ends
Alaith, Saila	X	N	A	N	A				TE				3	2	17%	10/22/12	01/31/16
Barbero-Buffa, Laura			NM			N	X	X	N	X	N	N	3	0	0%	02/28/16	01/31/18
Cantwell, Jon	X	N	X	N	A	N	X	X	N	X	N	N	6	1	8%	02/25/13	01/31/18
Coleman, Wm. Scott			NM			N	X	X	N	X	N	N	3	0	0%	02/29/16	01/31/18
Graf, Rusty**	X	N	A	N	X				TE				3	1	8%	12/13/10	01/31/16
Jenkins, Crystal*	A	N	X	N	X	N	X	X	N	X	N	N	6	1	8%	01/21/11	01/31/17
Lamenza, Radames	X	N	X	N	A	N	A	X	N	X	N	N	6	2	17%	04/06/15	01/31/17
Smart, Mitesh	X	N	X	N	A	N	X	A	N	A	N	N	6	3	25%	03/17/14	01/31/17
Spangler, Bryan	X	N	X	N	X	N	A	X	N	X	N	N	6	1	8%	04/14/14	01/31/18
														0	0%		
														0	0%		
Total Meetings Held: 6													6				
Duration of Meeting***:	30	0	32	0	56	0	33	16	0	46	0	0					
Total Members Attending:	6	0	5	0	3	0	5	6	0	6	0	0					
Volunteer Hours:	3.00	0.00	2.67	0.00	2.80	0.00	2.75	1.60	0.00	4.60	0.00	0.00				Total YTD Volunteer Hours:	17.42

- *Chairperson
**Vice Chairperson
Quorum = 5
- A=Absent
X=Attended
N=No Meeting
TE=Term Expired
NM=New Member
R=Resigned
T=Terminated
- *Contacted due to Attendance
Green/Yellow/Red=Letter Issued

***In the 'Duration of Meeting' field, enter a whole number. (Example: if the meeting was 30 minutes long, enter '30'.)