

**MINUTES OF THE REGULAR MEETING OF THE CHARLOTTE COUNTY  
CONSTRUCTION INDUSTRY LICENSING BOARD  
18500 Murdock Circle, Room 119  
Port Charlotte, Florida 33948**

**February 4, 2016**

**CALL TO ORDER**

Chairman **Charles Hackbarth** called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Members Present:**

Pamela Alexander  
Thomas Burns  
John Damon  
Stephen Gardiner  
Charles Hackbarth  
Erik Howard  
Robert Overcash  
Carleton Strong  
Glenn Siegel, Board Attorney

**Absent:**

Kenneth Lowe - Excused

**Staff Present:**

Lorraine Lundblad, Certified Code Compliance Officer, Licensing Investigator  
Ben Bailey, County Building Official  
Pooja Patel, Assistant County Attorney  
Sandra Williamson, Administrative Assistant I

**OPENING STATEMENT**

**NEXT MEETING DATE**

March 3, 2016

**APPROVAL OF MINUTES**

**Pam Alexander** moved to approve the minutes of January 7, 2016. The motion was seconded by **Tom Burns** and was passed unanimously.

**SWEARING IN OF ALL THOSE GIVING TESTIMONY**

Since no testimony was going to be presented at the hearing...there was no swearing in of all those giving testimony.

**AGENDA CHANGES**

**Lorraine Lundblad** announced there are no agenda changes.

**Erik Howard** made a motion to move the Video on Government on the Sunshine Law and Roberts to the last agenda item. The motion was seconded by **Robert Overcash** with one (1) opposing vote **Tom Burns**.

**CONSENT – AFFIDAVITS OF NONCOMPLIANCE FINES**

All matters listed under this item are considered to be routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a member of the Board, that item(s) will be removed from the Consent Agenda and considered separately. **Each case has been assessed with an additional \$10.00 for the cost of recording the lien:**

1. Armonda Urguelles, Jr. – Citation No. 4125 - \$1,010.00 Lorraine Lundblad

**MOTION:** **Pam Alexander** motioned to accept the fine as stated in the Affidavit of Noncompliance. **Carleton Strong** seconded and was passed unanimously.

**CONTESTING CITATION**

None

**REINSTATEMENT**

None

**LICENSE REVIEW**

None

**EXAMINATION**

None

**OLD BUSINESS**

1. James Tombaugh - **Continued** Terri Barnett  
d/b/a Backyard Solutions  
f/k/a Platinum Solar Homes, Inc.  
Certified Building Contractor  
License No. CBC1259336 – Current Active  
License No. CBC1255629 – Current Inactive  
Case No. CIL-14-00461
2. David Griggs - **Dismissed** Terri Barnett  
d/b/a Coral Sands Constructions, LLC  
Certified General Contractor  
License No. CGC1515835  
Case No. CIL-15-00475

**Pam Alexander** inquired about the County dismissing the case...she thought that the Board would have to dismiss this case. **Glenn Siegel** confirmed that the County had the right to dismiss the case. **Pooja Patel**, stated this case has been turned over to Code Compliance Division to go after the homeowner.

**CITIZEN INPUT**

None

**REPORT FROM THE LICENSING DIVISION MANAGER**

None

**REPORT FROM THE BUILDING OFFICIAL**

**Ben Bailey** mentioned the possibility of this Board handling cases which were once heard before the Construction Board of Adjustments and Appeals. He stated the Board would be hearing cases in regard to flood plain, fire alarms, and unsafe buildings. A discussion took place regarding the Board having some kind of training on these issues.

**REPORT FROM THE ASSISTANT COUNTY ATTORNEY**

**Pooja Patel** stated the County Attorney and Community Development Director had requested that the video on Government on the Sunshine Law and Roberts Rules be shown to the Board – This case was moved to the end of the hearing.

**BOARD ATTORNEY COMMENTS**

None

**REPORT FROM CONSTRUCTION INDUSTRY LICENSING BOARD MEMBERS**

**Pam Alexander** inquired about a case which was heard before the January Board. The case was against **Robert Christian** and not assessing a fine against him in the Order. The Board's attorney stated that it would not really be in the best interest to reopen the case... due to the fact that the contractor had no intention of renewing his licensing or re-activating his license with the State.

The Board would like to be supplied with the fee schedule or have the fines, if any, stated in County recommendations.

**ADJOURNMENT**

**Erik Howard** made the motion to adjourn and **Stephen Gardiner** seconded the motion and it was approved unanimously at 6:20 pm.

After the meeting adjourned the Board watched the videos on Government on the Sunshine Law and Roberts Rules. **Erik Howard** left the meeting at 6:20 pm.

CHARLOTTE COUNTY  
CONSTRUCTION INDUSTRY LICENSING BOARD  
MINUTES OF FEBRUARY 4, 2016

Read and approved on March 3, 2016:

  
\_\_\_\_\_  
Erik Howard, Vice Chairman,  
Charlotte County Construction  
Industry Licensing Board

ATTEST:

  
\_\_\_\_\_  
Sandra Williamson  
Administrative Assistant I  
Community Development Department  
Contractor Licensing Division

***Complete files of all cases, as well as taped recordings of all proceedings of this meeting, are kept in the Community Development Department and are available to the public.***

***Any person who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto, and therefore may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.***