

**ROCKLEDGE CODE ENFORCEMENT BOARD  
MEETING MINUTES**

**Thursday, January 13, 2022 - 4:30 p.m.**

1. CALL TO ORDER

The Rockledge Code Enforcement Board met on January 13, 2022, at 4:30 p.m. in the City Council Chamber at Rockledge City Hall, 1600 Huntington Lane, Rockledge, Florida.

MEMBERS PRESENT:       Martha Rich, Chairwoman  
                                  Mark O'Donnell, Vice Chairman  
                                  Jeffrey Fee  
                                  Franklin Holder  
                                  Kelly Wentworth  
                                  Ty Buterbaugh

STAFF PRESENT:         Joseph Miniclier, Code Enforcement Board  
                                  Attorney  
                                  Jay Thakkar, Code Enforcement Officer  
                                  Attorney  
                                  Brenda Fettrow, City Manager  
                                  Deanna Pomichter, Code Enforcement Officer  
                                  Tricia Olsson, Recording Secretary

With a quorum present, the meeting was called to order by Chairwoman Rich.

2. SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE

- o A salute was given to the flag, and the Pledge of Allegiance was recited in unison.

3. APPROVAL OF MINUTES AND ATTENDANCE RECORD

A. Regular Meeting on December 9, 2021

**Jeffrey Fee moved to approve the minutes and attendance record from the regular meeting on December 9, 2021; seconded by Mark O'Donnell. The motion passed unanimously.**

ROLL CALL *(taken after Approval of Minutes and Attendance Record.)*

4. UNFINISHED BUSINESS

- o None

5. NEW BUSINESS

A. Discussion: City Attorney Miniclier, Code Enforcement Rules of Procedures

Code Enforcement Board Attorney Miniclier gave a full explanation of the Code Enforcement Rules of Procedures and provided a Rockledge Code of Ordinances handout to each member. Attorney Miniclier provided a brief overview of the judicial capacity of the Board, the Code Enforcement Officer's role, and the Rockledge Land Development Regulations. Code Enforcement Board Attorney Miniclier reiterated that he is the Board's legal advisor and will provide clarification and guidance.

- B. ECE20-0351 – James Joiner – 889 Spirea Drive, Rockledge, FL 32955 – Exterior Surfaces - Siding, Windows, and Roof

Code Enforcement Officer Pomichter was sworn in by Code Enforcement Board Attorney Miniclier. Code Enforcement Officer Attorney Jay Thakkar introduced himself to the Board and took testimony from Code Enforcement Officer Pomichter. Code Enforcement Officer Pomichter gave an overview of the property at 889 Spirea Drive, provided current pictures of the property, and stated that the reroof permit has expired. Code Enforcement Officer Pomichter requested 30 days for the property owner to apply for a permit for the windows and siding repair and to allow the owner time to cancel or reapply for a roof permit. Code Enforcement Officer Pomichter further requested that, if the owner has not taken any action within the 30-day extension, the Board consider imposing a fine in the amount of \$25.00 per day for the first 30 days with an increase to the fine after the initial 30 days to an additional \$25.00 per day every 30 days until the property is in compliance.

**Mark O'Donnell moved that the property at 889 Spirea Drive is in violation of the Rockledge Land Development Regulations and Rockledge Code of Ordinances for missing siding, broken windows and an expired reroof permit; seconded by Jeffrey Fee. The motion passed unanimously.**

**Mark O'Donnell moved that the property at 889 Spirea Drive is in violation of Sections 59.73(B)(4), 59.73(B)(3) and Section 13-15 of the Rockledge Land Development Regulations and Rockledge Code of Ordinances; seconded by Jeffrey Fee. The motion passed without objection.**

**Mark O'Donnell motioned that the property at 889 Spirea Drive must come into compliance and have a permit within 30 days for Sections 59.73(B)(4), 59.73(B)(3) and Section 13-15 of the Rockledge Land Development Regulations and Rockledge Code of Ordinances, or be fined \$25.00 per day for 30 days with an increase of \$25.00 per day every 30 days; seconded by Jeffrey Fee. The motion passed by unanimous vote.**

Chairwoman Rich subsequently read the Order.

- C. 09-025 and 15-007 – Third World Missions – 1009 S. Fiske Blvd., Rockledge, FL 32955 – Request for a Reduction of Liens

Code Enforcement Officer Pomichter reported that the previous owner accrued fines through noncompliance and unpermitted interior and exterior work by unauthorized tenants from 2009 – present in the amounts of \$14,825.00 and \$8,200.00. She stated that the property was recently purchased by Third World Missions, and they are in the process of obtaining permits to make repairs. Code Enforcement Officer Pomichter requested a reduction of both liens to a total of \$6,000.00 to cover the City costs from 2009 to present.

David Disston, Attorney representing Third World Missions, 3845 W. Eau Gallie Boulevard, Melbourne, provided an overview of the organization's

background and reassured the Board that Third World Missions will use the property as intended by the new owner and would not immediately resell it as an investment. Attorney Disston stated his client was in the audience if additional information was needed.

**Jeffrey Fee moved to reduce the combined liens, totaling \$23,025.00, for the property owners of Third World Missions at 1009 S. Fiske Boulevard, to the amount of \$6000.00; seconded by Mark O'Donnell. The motion carried by unanimous vote.**

**Mark O'Donnell motioned that the property at 1009 S. Fiske Boulevard is to be paid in full within 10 days or the reduction of the lien will be removed; seconded by Jeffrey Fee. The motion passed without objection.**

#### NOT AN AGENDA ITEM

- Jeffrey Fee commended Recording Secretary Tricia Olsson for doing a fine job editing the meeting minutes for the Board.

#### 6. ADJOURN

There being no further business, the meeting was adjourned at 4:55 p.m.

Submitted by:

Tricia T. Olsson  
Recording Secretary

Approved by:

Martha Rich  
Chairwoman