

Memorandum



Date: March 4, 2014

Agenda Item No. 1(F)4

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over a horizontal line.

Subject: Sunset Review of County Boards for 2014 – Unsafe Structures Board

In accordance with the provisions of Section 2-11.40 of the Code of Miami-Dade County, I am transmitting the 2014 Sunset Review of County Boards Report for the Unsafe Structures Board. The Board approved the attached report at its meeting of November 13, 2013 and has recommended the continuation of its board.


A handwritten signature in black ink, appearing to read "Jack Osterholt", written over a horizontal line.

Jack Osterholt
Deputy Mayor

mayor02414

Date: December 11th, 2013

To: Carlos A. Gimenez
Mayor

From: James Cueva 
Chairperson, Unsafe Structures Board

Subject: Sunset Review of County Boards for 2014 – Unsafe Structures Board

Pursuant to Section 2-11.40 of the Code of Miami-Dade County, I am submitting the 2014 Sunset Review of County Boards Report for the Unsafe Structures Board for transmittal to the Board of County Commissioners (BCC). The Board approved the attached report at its meeting of November 13th 2013.

It is recommended that the BCC approve the continuation of the Unsafe Structures Board.

BACKGROUND

The Unsafe Structures Board was established in 1965 through Ordinance 65-28. The Board ensures the safety of building structures through review of the decision of Building Officials regarding the safety of structures and hearing interested parties appeals on these matters. The Unsafe Structures Board should continue to function to serve the community through conducting a fair and open public hearing process, where testimony is heard and evidence reviewed to make determinations that serve to safeguard the community.



James Cueva
Board Chairperson

2014 SUNSET REVIEW
MIAMI DADE COUNTY
UNSAFE STRUCTURES BOARD

JANUARY 2014

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2014**

I. GENERAL INFORMATION

1. Name of Board Reporting:

UNSAFE STRUCTURES BOARD

2. Indicate number of board members, terms of office, and number of vacancies:

The Unsafe Structures Board consists of 13 members who are appointed by the Board of County Commissioners of Miami Dade County, Florida.

For terms of office and number of vacancies, Refer to Appendix "A".

3. Identify number of meetings and member's attendance (Activity from Jan. 1, 2012 through December 31, 2013):

Twenty-four (24) meetings were held during 2012 through December 31, 2013.
Quorum was obtained for 23 of the meetings held in 2012 and 2013, except August 2013.

Refer to Appendix "B" for the Board attendance report.

4. What is the source of your funding?

The Unsafe Structures Board receives its funding through the Board fees collected from the various municipalities who present formal cases.

5. Date of Board Creation:

The Unsafe Structures Board was created in 1965 through Ordinance 65-28.

6. Attach a copy of the ordinance creating the board.

Refer to Appendix "C" for Ordinance 65-28 and amended recently through Ordinance 09-56.

7. Include the Board's Mission Statement or state its purpose.

The Unsafe Structures Board ensures the safety of buildings and structures through conducting a fair and open public hearing process, where testimony is heard and evidence reviewed to make a determination that serves to safeguard the community.

8. Attach the Board's standard operating procedures, if any.

The Unsafe Structures Board shall be governed by "**Roberts Rules and Order**" in all instances and cases to which they are applicable.

Refer to Appendix "D" for the Board's standard operating procedures based on the provisions of Chapter 8-5.

9. Attach a copy of the Board's by-laws, if any.

The Unsafe Structures Board is governed by the authority outlined in Chapter 8 of the Code of Miami-Dade County as provided in Appendix "D".

10. Attach a copy of the Board minutes approving the Sunset Review.

Refer to Appendix "E" for the minutes approving the Sunset Review report.

II. EVALUATION CRITERIA

1. Is the Board serving the purpose for which it was created?

Yes, the Unsafe Structures Board has met monthly to review the decision of Building Officials regarding the safety of structures and hear interested party appeals on these matters. The members met once every month over the past two years. It is the opinion of the members of the Unsafe Structures Board that the board has continued to fulfill its duties as defined in Chapter 8 of the Code of Miami-Dade.

2. Is the board serving current community needs?

Yes, the work of the Unsafe Structures Board has been performed with the full participation of various municipalities and the general public. The process has been a total participatory effort in which all interested parties have been notified and have been active in the decision-making process regarding structure compliance. It is the opinion of the members of the Unsafe Structure Board that the needs of our community have been well served.

3. What are the Board's major accomplishments? a)Last 24 months b)Since established

- (a) The Unsafe Structures Board ordered the **demolition** of **20** structures and the **repair** of **171** properties during the year 2012 and ordered the **demolition** of **27** structures and the **repair** of **244** properties during the year 2013.

Refer to Appendix "F" for a recap of the Board's activity in these areas.

- (b) Continued to provide process for safer buildings and structures for the community.

4. **Is there any other board, either public or private which would better serve the function of the board?**

There is no other public or private board, which would better serve the function of the Unsafe Structures Board because this Board provides a forum for persons to appeal to a body comprised of volunteers in various relevant disciplines selected from the general public and appointed by the Board of County Commissioners.

5. **Should the ordinance creating the board be amended to better enable the board to serve the purpose for which it was created?**

No, the Unsafe Structures Board should remain as an independent board to better serve the interest of the Commission and public at large.

6. **Should the board's membership requirements be modified?**

The board's membership composition is properly balanced for its present duties.

However, the nomination of new members should be done diligently, whenever there are vacancies, in order to maintain the effectiveness of the Board. There is currently one vacancy in the category General Public.

7. **What is the operating cost of the board, both direct and indirect.**

Direct and indirect cost for the Committee fiscal year 2012 was approximately \$22,027 and \$85,724 respectively. The direct and indirect cost for fiscal year 2013 was approximately \$20,428 and \$78,876 respectively.

8. **Describe board's performance measures developed to determine its own effectiveness in achieving its stated goals.**

The Unsafe Structures Board has been addressing efficiently and rapidly all issued related to unsafe structures in Miami Dade. The Board has been operating in full compliance within the authority outlined in Chapter 8 of the Code of Miami-Dade County.

The Unsafe Structures Board measures its effectiveness by the number of structures or cases reviewed and ordered repaired or demolished. Over the past two years, the board has considered over 450 since the prior Sunset Review Report period. Refer to Exhibit "F".

APPENDIX A

APPOINTMENTS
MIAMI-DADE COUNTY
UNSAFE STRUCTURES BOARD

<u>Members</u>	<u>Category</u>	<u>Commissioner</u>	<u>Term/Expiration</u>
Amedee, Emile P.	General Public	Edmondson	(3) 07/17/2011
Arronte, Ramon	Registered Architect	Monestime	3) 11/30/2014
Cueva, James A.	General Public	Suarez	(3) 11/30/2012
Deeb, Kevin	Real Estate Appraiser	Sosa	(3) 11/30/2014
Escandell, Jose P.	Real Estate Property Manager	Bovo	(3) 4/30/2012
Essein, Benjamin S.	General Public	Jordan	(3) 1/19/2008
Loader, Gordon B	Plumbing Contractor	Barreiro	(3) 07/10/2009
Naumann, Carlos	Registered Engineer	Moss	(3) 11/30/2012
Ramirez, Abel	General Building Contractor	Diaz	(3) 11/30/2010
Riley, Aymara D.	Attorney at Large	Heyman	(3) 11/30/2014
Starkweather, James	Electrical Contractor	Zapata	(3) 11/30/2012
Sweeney, Robert E.	Social Services	Bell	(3) 11/30/2010

Vacancies

<u>Members</u>	<u>Category</u>	<u>Commissioner</u>
Vacant	General Public	Souto
		Incumbent Member <i>Vera, Jose (Deceased)</i>

APPENDIX B

2012 Unsafe Structures Board Members Attendance

<u>Board Members</u>	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	Jun 2012	Jul 2012	Aug 2012	Sep 2012	Oct 2012	Nov 2012	Dec 2012
Amedee, Emile	E	P	P	E	E	E	E	E	E	E	E	E
Arronte, Ramon	NM	NM	NM	NM	NM	NM	NM	NM	NM	NM	NM	P
Cueva, James	P	E	P	P	P	P	P	P	P	P	P	P
Deeb, Kevin	P	P	P	P	P	P	E	P	P	P	E	P
Escandell, Jose	E	P	P	P	P	P	E	E	P	P	P	P
Essein, Benjamin	P	P	E	P	P	P	P	P	P	P	P	P
Loader, Gordon	P	P	P	P	E	P	P	P	P	E	P	E
Naumann, Carlos	P	P	P	P	P	P	P	P	P	P	P	P
Ramirez, Abel	E	P	E	E	E	P	E	P	P	E	E	E
Riley, Aymara	P	P	P	P	P	P	P	P	E	P	P	P
Starkweather, James	P	P	P	E	P	P	P	P	P	P	P	P
Sweeney, Robert	P	P	E	E	P	E	P	P	P	P	P	P

Legend:

A - Absent
 E - Excused
 P - Present
 R - Resigned

NM - Not serving at the time

2013 Unsafe Structures Board Members Attendance

<u>Board Members</u>	Jan 2013	Feb 2013	Mar 2013	Apr 2013	May 2013	Jun 2013	Jul 2013	Aug 2013	Sep 2013	Oct 2013	Nov 2013	Dec 2013
Amedee, Emile	E	E	A	A	A	A	A	A	A	A	A	A
Arronte, Ramon	A	P	P	P	A	A	P	A	P	A	P	P
Cueva, James	P	P	P	P	P	P	P	P	E	P	P	P
Deeb, Kevin	P	P	P	P	P	P	E	E	P	P	P	P
Escandell, Jose	E	P	P	E	P	P	P	E	P	P	E	P
Essein, Benjamin	P	P	P	P	P	P	P	P	P	E	P	P
Loader, Gordon	E	E	E	P	P	E	P	P	P	E	P	E
Naumann, Carlos	P	P	P	P	P	P	E	E	P	P	P	P
Ramirez, Abel	P	P	P	P	E	E	P	P	P	P	E	E
Riley, Aymara	P	P	E	P	E	P	P	P	P	P	P	E
Starkweather, James	P	P	P	P	P	P	P	P	P	P	P	P
Sweeney, Robert	P	P	P	P	P	E	E	P	P	E	P	E

Legend:

A - Absent
E - Excused
P - Present
R - Resigned

NM - Not Member serving at the time

APPENDIX C

65 - 23

Appendix Item No. 348
4-6-65
20

ORDINANCE NO. 12

ORDINANCE AMENDING SECTION 8-2 AND SECTION 8-4 OF THE CODE OF METROPOLITAN DADE COUNTY, FLORIDA, AND ADDING AT THE END OF CHAPTER 8 OF SAID CODE A NEW SECTION TO CLARIFY THE INTENT OF SECTIONS 8-2 AND 8-4 AND TO GIVE COUNTY-WIDE AUTHORITY UNTO THE UNSAFE STRUCTURES AND HOUSING APPEALS BOARD AND THE BOARD OF RULES AND APPEALS, AND THAT THE DIRECTOR OF THE BUILDING AND ZONING DEPARTMENT SHALL BE THE SECRETARY OF SUCH BOARDS; MAKING THE SAME A PART OF THE SAID CODE AND PROVIDING AN EFFECTIVE DATE

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF DADE COUNTY, FLORIDA:

Section 1. Section 8-2 of the Code of Metropolitan Dade County, Florida, is hereby amended to read as follows:

Any reference in the building code to the "building official" in its application to the unincorporated areas of Dade County shall mean the "director of the building and zoning department" or his designee, and any reference in the building code to "appointing authority" or "legislative authority" in its application to the unincorporated areas of Dade County shall mean the "county commission."

Section 2. Section 8-4 of the Code of Metropolitan Dade County, Florida, is hereby amended to read as follows:

The South Florida Building Code shall be applicable in both the incorporated and unincorporated areas of the county. In the unincorporated areas of the county, the building and zoning department shall enforce this Code, issue all building and other permits required by such Code, collect the fees prescribed therefor, and make the necessary inspections. In the incorporated areas of the county, each municipality, through its duly appointed Building Official, by whatever name he be designated, shall enforce this Code, issue all

building and other results required by such Code, collect the fees prescribed therefor, and make the necessary inspections within such municipality, including the inspection and procedures necessary for appeals to the Unsafe Structures and Housing Appeals Board as provided in Chapter 2 of the South Florida Building Code, and including, but not limited to, the action and procedure necessary to carry out the orders of such Board.

Section 3. Chapter 8 of the Code of Metropolitan Dade County, Florida, is hereby amended by adding at the end an additional section to read as follows:

Sec. 8-5.

The Unsafe Structures and Housing Appeals Board and the Board of Rules and Appeals shall exercise county-wide the powers respectively granted to them by the South Florida Building Code and shall have exclusive jurisdiction in both the incorporated and unincorporated areas of Dade County in respect to their respective powers, duties and functions prescribed in the said Code, and that the Director of the Building and Zoning Department of the County shall be the Secretary of each of said Boards.

Section 4. It is the intent of the County Commission and it is hereby ordained that the provisions of this amendment shall be made a part of the Code of Metropolitan Dade County, Florida, and the sections may be renumbered and relettered, if necessary, to accomplish such intention.

Section 5. The provisions of this ordinance shall become effective ten (10) days after the date of its enactment.

PASSED AND ADOPTED:

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Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 7(F)
6-30-09

ORDINANCE NO. 09-56

ORDINANCE PROVIDING FOR EXTENSIONS OF TIME TO PERIODS FOR COMPLIANCE SET FORTH IN ORDERS OF THE UNSAFE STRUCTURES BOARD OR APPEAL PANEL; ESTABLISHING PROCEDURE; CREATING STANDARDS FOR GRANTING EXTENSIONS; ESTABLISHING LIMITATIONS; PROVIDING THAT APPELLATE REVIEW SHALL REMAIN UNAFFECTED NOT WITHSTANDING REQUEST FOR EXTENSION OF TIME; AMENDING CHAPTER 8 OF THE CODE; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. Chapter 8 of the Code of Miami-Dade County is hereby amended as follows:¹

* * *

**Chapter 8
Building Code**

Art. I. Administration

* * *

Sec. 8-5. Unsafe Structures

* * *

>>(m) Requests for Extensions of Time.

Any owner or authorized representative may seek an extension of the timeframes set forth in an Order of the Unsafe Structures Board or an Unsafe Structures Appeal Panel. Such request for a hearing to seek such extension must be in writing, directed to the Secretary of the Unsafe Structures Board or Appeal Panel (whichever body

¹ Words stricken through and/or [[double bracketed]] shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

issued the order for which an extension is being sought). The Board or Appeal Panel shall not be authorized to extend any deadline for compliance, set forth in the order, unless the Secretary of the Board receives the written request for extension prior to the deadline specified in the initial order. >>For example, in the event the Board Order states that a permit must be obtained within a specified period, the request for extension of the deadline to obtain the permit must be received prior to the expiration of that specified period. If the same order provides a deadline for completion of the structure, the request for the extension for the deadline of completion must be received prior the deadline for completion, provided that the applicant has complied with the permit deadline.<<² In no event may the Board or Appeal Panel grant more than one extension of time for each initial order.

To obtain an extension, the owner or applicant must demonstrate to the reasonable satisfaction of the Board or Appeal Panel that the structure that is the subject of the order is secure at the time the extension is sought and that the owner or applicant has made a good faith attempt to comply with the order which has been impeded by changed circumstances or other circumstances outside of the owner or applicant's control. As a further condition of the extension, the owner or applicant must submit in writing, together with the petition for an extension, a written time timetable for compliance with the substantive provisions of the Order and for completion of all necessary repairs. The Board or Appeal Panel shall not reconsider the order, limiting its consideration of the petition to deciding whether the grounds for an extension have been satisfied in the manner set forth in this subsection.<<

[[m]]>>(n)<< Judicial Review.

Any owner or authorized representative aggrieved by a decision of the Unsafe Structures Board or an Unsafe Structures Appeal Panel may seek judicial review of that decision in accordance with Rule 9.110 (c) of the Florida Rules of Appellate Procedure. Accordingly, any order, requirement, decision, denial of a request for extension of time, or determination of the Unsafe Structures Board or an Unsafe Structures Appeal Panel shall be reviewed by the filing of a notice of appeal in the Circuit Court Appellate Division of the Eleventh Judicial Circuit in and for Miami-Dade County, Florida, within thirty (30) days of rendition of the order.

² Committee substitute are indicated as follows: words within double brackets and double strike-through are deleted, words within double arrows and double underlining are added.

This thirty (30) day time frame commences to run from the date that the Board's or Appeal Panel's order, requirement, decision or determination sought to be reviewed is transmitted to the Secretary >>and such timeframe shall not be tolled or otherwise affected by any request for extension of time for compliance set forth in Subsection (m) above.<< The Secretary or the Director of the Miami-Dade County Building Department shall affix to each order, requirement, decision or determination is transmitted. Moreover, the Secretary to the Board and Director of the Miami-Dade County Building Department shall comply with all requirements of the Florida Rules of Appellate Procedure.

Section 2. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 3. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance, including any Sunset provision, shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or re-lettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate work.

Section 4. This ordinance shall become effective 180 days after the date of enactment unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

PASSED AND ADOPTED: June 30, 2009

Approved by County Attorney as
to form and legal sufficiency.



Prepared by:



Hugo Benitez

Prime Sponsor:

Commissioner Dorrin D. Rolle

APPENDIX D

Organization of the Board

The Unsafe Structure Board's general meeting is conducted under the Robert's Rules of Order and the Board may also establish procedural rules and regulations of its own. Chapter 8 Section 8-5 of the Code of Miami-Dade outlines the functions of the Unsafe Structures Board as follows:

(3) Organization of the Board:

- (i) The members of the Board shall elect a Chairman and a Vice Chairman and such other officers as may be deemed necessary or desirable, who shall serve at the will of the Board. Election of officers shall be held at the first meeting of February and such officers shall hold office for one year.
- (ii) Seven (7) members of the Board shall constitute a quorum necessary to hold a meeting or take any action.
- (iii) A majority vote of the membership present and voting at a duly constituted meeting of the Board shall be sufficient to overrule, modify or affirm any action or decision of the Building Official or to take any other action within the scope of the powers and duties of the Board.
- (iv) Members shall serve without compensation but shall be entitled to reimbursement for necessary expenses incurred in the performance of their official duties, upon approval by the appointing authority.
- (v) No member of the Board shall sit as a voting member in any hearing on a matter in which he has a personal or financial interest.
- (vi) The Director of the Miami-Dade County Building and Neighborhood Compliance Department, or his designee, shall be the Secretary of the Board but shall have no vote.
- (vii) The Chairman or the Secretary may call meetings of the Board, and meetings of the Board may be called by written notice signed by three members of the Board.
- (viii) Minutes and records shall be kept of all meetings of the Board and all meetings shall be public.
- (ix) All hearings shall be open to the public, and any person whose interest may be affected by the matter on appeal shall be given an opportunity to be heard in person, or through his attorney.
- (x) Witnesses may be sworn and subpoenaed by the Board in a like manner as they are subpoenaed by the court or courts in Miami-Dade County.
- (i) The hearings shall be informal and need not be conducted according to technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs regardless of the existence of any common law or statutory rules, which might make improper the admission of such evidence over objection in civil actions.
- (ii) Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions.
- (iii) The rules of privilege shall be effective to the same extent that they are now, or hereafter may be, recognized in civil actions; and irrelevant and unduly repetitious evidence shall be excluded.
- (iv) The Board may establish rules and regulations for its own procedure.
- (v) The Secretary of the Board shall provide adequate and competent clerical and administrative personnel and such technical or scientific personnel as may be reasonably required by the Board for the proper performance of its duties, subject to budget limitations. The Secretary shall maintain a record of all proceedings, including but not limited to a court reporter's transcript of the proceeding, and may clarify the same as a true copy and make a reasonable charge therefore; provided, the court reporter shall certify the copy of his or her transcript.
- (vi) The Secretary of the Board shall provide a regular meeting place for the Board.

(4) Duties and Powers of the Board:

The Board shall have the following duties, functions, powers and responsibilities:

- (i) Hear and determine appeals from actions and decisions of the Building Official pursuant to the provisions of this Section.
- (ii) Hear and review the application of the Building Official for the review of his or her action where his or her decision as indicated in a Notice of Violations has not been complied with.
- (iii) Affirm, modify or reverse the decision of the Building Official upon appeal or on application for review.
- (iv) The Board, through its Secretary, shall transmit the record with all exhibits, instruments, papers, and transcripts of its proceedings to the appointing authority in the event that authority shall wish to consider the matter.

APPENDIX E

UNSAFE STRUCTURES BOARD HEARING MINUTES OF November 13th, 2013

Members Present:	James Cueva, Chairman	Aymara D. Riley	Carlos Naumann
	Robert Sweeney	Kevin Deeb, VC	Benjamin S. Essien
	Gordon Loader	Ramon Arronte	James Starkweather
	Carlos Naumann		

Excused Absent:	Emile Amedee	Jose Escandell	Abel Ramirez
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Staff: Kathy Charles, Acting Clerk of the Board
Latisha Byrd, Board Recording Secretary
David Sherman, Asst. County Attorney

Court Reporter: Janice Aguirre, Miami-Dade County Court Reporters, Inc.

The regular meeting of the **UNSAFE STRUCTURES BOARD** was called to order at 2:03 P.M. on Wednesday, November 13th, 2013, on the 2nd Floor, Conference Room I & J, of the Herbert Saffir Permitting & Inspection Center, Department of Regulatory & Economic Resources located at 11805 SW 26th Street, Miami, Florida, 33175.

Mr. James Cueva requested a motion to approve and accept the minutes of the October 16th, 2013, 2013 Unsafe Structures Board Meeting. Mr. Sweeney moved to accept the minutes of the board meeting. Mr. Essien seconded the motion.

Motion passed unanimously.

(For a verbatim version, please refer to the transcripts)

Ms. Kathy Charles then announced the following Unincorporated Miami Dade County cases that were **agreements with the Building Official/Inspector:**

Unincorporated Miami Dade County:

DCF2011111796U	13924 SW 260 Street, #Y1
DCF2011111797U	13924 SW 260 Street, #Y2
DCF2011111798U	13924 SW 260 Street, #Y3
DCF2011111799U	13924 SW 260 Street, #Y4
DCF2011111800U	13924 SW 260 Street, #Y5
DCF2011111801U	13924 SW 260 Street, #Y6
DCF2011111802U	13924 SW 260 Street, #Y7
DCF2011111803U	13924 SW 260 Street, #Y8
DCF2011111804U	13924 SW 260 Street, #Y9
DCF2011111805U	13924 SW 260 Street, #Y10
DCF2011111806U	13924 SW 260 Street, #Y11
DCF2011111807U	13924 SW 260 Street, #Y12
DCF2011111808U	13924 SW 260 Street, #Y13
DCF2011111809U	13924 SW 260 Street, #Y14
DCF2011111810U	13924 SW 260 Street, #Y15
DCF2011111811U	13924 SW 260 Street, #Y16
DCF2011111812U	13924 SW 260 Street, #Y17
DCF2011111813U	13924 SW 260 Street, #Y18
DCF2011111814U	13924 SW 260 Street, #Y19
DCF2011111815U	13924 SW 260 Street, #Y20
DCF2011111816U	13924 SW 260 Street, #Y21
DCF2011111817U	13924 SW 260 Street, #Y22
DCF2011111818U	13924 SW 260 Street, #Y23
DCF2011111819U	13924 SW 260 Street, #Y24
DCF2011111820U	13924 SW 260 Street, #Y25
DCF2011111821U	13924 SW 260 Street, #Y26
DCF2011111822U	13924 SW 260 Street, #Y27
DCF2011111823U	13924 SW 260 Street, #Y28
DCF2011111824U	13924 SW 260 Street, #Y29
DCF2011111825U	13924 SW 260 Street, #Y30
DCF2012112578U	1800 NW 70 Avenue, #1
DCF2012112793U	3163 NW S. River Drive
G20120155038U	3236 NW 41 Street

Mr. Sweeney asked if the property is secured.

Mr. Llanos replied "yes".

Mr. Cueva asked if there was a pool at the property.

Mr. Llanos replied "yes". He stated that the City recommends that the pool be cleaned, secured or demolished.

Mr. Alex Manteron, Potential Buyer, informed the Board that he is in the process of purchasing the property. He enlightened the Board that he is also a neighbor of the property and would like to beautify it for the community. Mr. Manteron asked the City if a permit needed to be obtained to secure the property and make it look presentable for the neighborhood.

Mr. Llanos replied "no".

Mr. Manteron then requested additional time to bring property up to code. He informed the Board that they are waiting on the approval by the bank for ownership of the property.

Mr. Essien asked Mr. Manteron if he had contact with the current owner.

Mr. Manteron replied "no". He stated that the property is in foreclosure.

Mr. Deeb informed the Board that the process should not take no more than 30 days.

Mr. Starkweather asked the City for their recommendation on this case.

Mr. Llanos replied that the City recommends that the property to be demolish within 30 days due to the length of time that the property had been sitting and that it is costing the City to upkeep the property.

Ms. Vanessa Meyer, Neighbor, informed the Board that she recently purchased her home near the property and that the property is an embarrassment to the community. She also informed the Board that the property had been abandoned for quite some time and the owner is nowhere to be found. Ms. Meyer stated that her concern for the community is that the property be brought up to code.

After some discussion, Ms. Amy Riley moved to secured property within five (5) business days. The structure is to be maintained secure, clean and sanitary, free of debris, overgrown grass or weeds and free of discoloration of graffiti. Said structure must be repaired or completed. A building permit must be obtained for all repairs or items to be completed. The permit documents shall be submitted first to the Unsafe Structures Unit for approval. The building permit must be obtained by a qualified homeowner or a licensed contractor pursuant to Section 10-5(2) of the Miami-Dade County Code within thirty (30) days from today. The complete building or structure shall be made to conform to all the Florida Building Code requirements for a new building or structure and shall be completed within one hundred eighty (180) days after obtaining the permit. Completion shall be determined when a final inspection approval is obtained on the building permit. If any of the above conditions are not complied with, said structure shall be demolished by the enforcing municipality as soon as possible. Mr. Carlos Naumann seconded the motion.

Motion passed unanimously.

(For a verbatim version, please refer to the transcripts).

Sunset Review Report

Mr. Cueva requested a motion to approve and accept the 2014 Sunset Review Report of the Miami Dade County Unsafe Structures Board. Mr. Starkweather moved to approve the Sunset Review Report with the inclusion of the November and December data and attendance. Mr. Sweeney seconded the motion.

Motion passed unanimously.

(For a verbatim version, please refer to the transcripts)

There being no further business, a motion was made by Mr. James Starkweather to adjourn the meeting at 2:35 P.M. and seconded by Mr. Sweeney.

APPENDIX F

**UNSAFE STRUCTURES BOARD
2012 ANNUAL REPORT OF BOARD DECISIONS RENDERED**

ACTIVITY	01/18/12	02/15/12	03/14/12	04/18/12	05/16/12	06/20/12	07/18/12	08/15/12	09/19/12	10/17/12	11/14/12	12/12/12	TOTAL
Decisions Rendered:													
Demolish	1	0	0	2	1	6	0	4	4	1	1	0	20
Repair	8	13	16	20	17	13	5	10	18	1	22	28	171
Deferred	0	0	0	1	2	1	1	4	1	0	1	0	11
Withdrawn	1	1	0	0	0	0	1	3	3	0	3	2	14
Total Cases per month	10	14	16	23	20	20	7	21	26	2	27	30	216

**UNSAFE STRUCTURES BOARD
2013 ANNUAL REPORT OF BOARD DECISIONS RENDERED**

ACTIVITY	01/16/13	02/20/13	03/13/13	04/17/13	05/15/13	06/19/13	07/17/13	08/21/13	09/18/13	10/16/13	11/13/13	12/11/13	TOTAL
Decisions Rendered:													
Demolish	0	0	2	3	0	2	0	<i>No Quorum</i>	0	2	1	17	27
Repair	52	14	11	14	12	16	15		30	21	42	17	244
Deferred	0	0	2	2	3	4	5		9	4	2	3	34
Withdrawn	0	0	2	2	3	3	2		4	4	1	4	25
Total Cases per month	52	14	17	21	18	25	22		43	31	46	41	330