

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY**

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**Meeting Date:** January 14, 2014  
**Department:** Planning, Zoning & Building Department  
**Submitted By:** Building Division  
**Advisory Board Name:** Building Code Advisory Board  
 =====

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: Reappointment of three members to the Building Code Advisory Board.

<u>Nominee</u>	<u>Seat</u>	<u>Requirement</u>	<u>Nominated By</u>	<u>Term</u>
Roger Held	1	Building Official District 1	Building Officials Association of Palm Beach County	01/14/2014-01/13/2017
Michael Grimm	3	Building Official District 3	Building Officials Association of Palm Beach County	01/14/2014-01/13/2017
Michael Fichera	4	Building Official District 4	Building Officials Association of Palm Beach County	01/14/2014-01/13/2017

**Summary:** The Building Code Advisory Board was established by a Special Act of the Florida Legislature in 1974, and amended in 2001. The term of office for Board members is three years with no limit to the number of terms a member may serve. The Building Officials Association of Palm Beach County has renominated Roger Held, Michael Grimm and Michael Fichera for a term of three years. The Board is comprised of sixteen members: seven Building Officials, one from each commission election district appointed from nominees submitted by the Building Officials Association of Palm Beach County; seven members appointed from nominees submitted by the Construction Industry Management Council of Palm Beach County; one registered architect appointed from nominees submitted by the Palm Beach Chapter of the American Institute of Architects; and one professional engineer appointed from nominees submitted by the Palm Beach Chapter of the Florida Engineering Society. Countywide (SF)

**Background and Justification:** The Building Code Advisory Board is authorized to advise local governments regarding adoption of administrative or technical amendments to the Florida Building Code based on local conditions. Advise local governments how construction code enforcement can be improved and standardized. Advise local governments on evaluation of new and innovative materials, products, systems, or methods of construction for compliance with the Florida Building Code, and any amendments or revisions thereto. Act as the countywide compliance review board pursuant to Section 553.73(4)(b)7, Florida Statutes, notwithstanding the requirements contained therein to establish such review board by interlocal agreement. The Board shall have the authority to evaluate new or existing products or systems in accordance with Section 553.842, Florida Statutes, and the Florida Building Commission's rules adopted thereunder. Recommendations and compliance reports of the Board concerning new and existing products or systems shall be advisory in nature for the municipalities within Palm Beach County, and shall not form the basis of a local or statewide approval pursuant to Section 553.842, Florida Statutes.

This advisory committee membership has 16 seats, 14 currently filled and 2 vacancies, and a diversity count of White: 14 (100.00%). The gender ratio (male:female) is 14:0.

**Attachments:**

1. Boards/Committees Applications for Roger Held, Michael Grimm and Michael Fichera
2. Resumes for Roger Held and Michael Grimm
3. Letter of Recommendations for Roger Held, Michael Grimm and Michael Fichera
4. BCAB Meeting Attendance Record
5. Special Act

=====  
**Recommended By:** Rebecca Caldwell 12/18/13  
 Department Director Date

**Legal Sufficiency:** [Signature] 12/30/13  
 Assistant County Attorney Date

**II. REVIEW COMMENTS**

**A. Other Department Review:**

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Department Director

Date

REVISED 06/92  
ADM FORM 03  
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form **MUST BE COMPLETED IN FULL**. Answer "none" or "not applicable" where appropriate. **Further, please attach a biography or resumé to this form.**

**Section I (Department):** (Please Print)

Board Name: Building Code Advisory Board Advisory  Not Advisory

At Large Appointment or  District Appointment / District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 1/14/2014 To: 1/13/2017

Seat Requirement: BUILDING OFFICIAL Seat #: 1

\*Reappointment or  New Appointment

or  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Held Roger Charles  
Last First Middle

Occupation/Affiliation: Building Official / Government  
Owner  Employee  Officer

Business Name: Town of Jupiter

Business Address: 210 Military Trl

City & State: Jupiter, FL Zip Code: 33458

Residence Address: [REDACTED]

City & State: [REDACTED] Zip Code: [REDACTED]

Home Phone: [REDACTED] Business Phone: (561) 741-2609 Ext.

Cell Phone: [REDACTED] Fax: (561) 741-4819

Email Address: rogerh@jupiter.fl.us

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR  NONE

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Keep in mind this requirement is on-going.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DYD or VHS  
 By attending a live presentation given on 10/14, 2013

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: [Signature] Printed Name: Roger Held Date: 11/4/13

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
 Vickie Day, Palm Beach County Planning, Zoning and Building  
 Building Division 2300 North Jog Road, West Palm Beach, Florida 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

January 14, 2014

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Roger Held*

[REDACTED]  
[REDACTED]  
[REDACTED]

## **QUALIFICATIONS SUMMARY**

**Experienced Building Code Official, Construction Contractor and strong community service professional committed to protecting public safety; demonstrate proven expertise in:**

- Efficient plans examination/analysis and maintaining strict compliance with all laws, regulations and codes
- Commercial and residential property inspection to verify adherence to building, plumbing, fire, mechanical and electrical codes
- Multiple project coordination and expediting on-time completion
- All aspects of the permitting process
- Development/implementation of new codes and ordinances
- Responsive public relations and community out-reach through innovative programming and participation in neighborhood enhancement groups
- Troubleshooting and working cooperatively with all department personnel to optimize productivity and safeguard public safety
- Staff training, development of educational programs and strong team building, leadership, motivation

Professional background also includes 9 successful years in both commercial and residential construction with emphasis in renovations, build-outs and refurbishment projects

**Dedicated to the importance of professional integrity and exceeding all performance goals**

## **PROFESSIONAL EXPERIENCE**

TOWN OF JUPITER, Jupiter, FL

4/95 – Present

Throughout successful 18 year tenure, progressed through positions of increased responsibility and skill

**Building Department Director** 5/2011-Present

- Manage operations and activities of the Building Department in establishing and maintaining a building code review process in accordance with all local, state, and federal guidelines, to include review of construction plans, inspection of construction sites, and issuance of construction permits.

**Deputy Building Official** (2007-2011)

- Assist in managing operations and activities of the Building Department in establishing and maintaining a building code review process in accordance with all local, state, and federal guidelines, to include issuing construction permits, coordinating inspections of construction sites, acting as a liaison, responding to complaints, and ensuring compliance with codes/ordinances governing building construction, repair and installation.

**Chief Building Inspector** (2004-2007)

- Coordinate inspections of buildings and related systems and to assist inspectors with more complex/difficult inspections in order to ensure compliance with applicable building codes, ordinances, and regulations and to ensure the health, safety, and welfare of the public.

**Plans Examiner** (2000-2004)

- Perform advanced technical analysis in the processing and examination of construction plans and associated documents, maintaining strict compliance with building, plumbing, fire and mechanical codes

**Community Service Specialist** (1999-2000)

- Performed inspections and reviewed plans for compliance with all building and town ordinances, assisted in the development of new codes and ordinances, and served as Liaison between all departments in resolving operational deficiencies and concerns

Roger Held  
Page Two

**Building Inspector** (1995–1999)

- Inspected commercial and residential structures for compliance with building, plumbing, mechanical and electrical codes. Maintained reports, records and construction progress logs.

**PREVIOUS EMPLOYMENT HIGHLIGHTS**

PALM BEACH COUNTY, West Palm Beach, FL

5/94 – 4/95

**Building and Permit Technician**

- Conducted comprehensive building permit review, calculated impact fees, and verified contractor licensure compliance..Enforced the Palm Beach County Unified Development Code.

FLORIDA CONSTRUCTION GROUP, INC., Jupiter, FL

12/89 – 5/94

**Licensed Contractor**

- Planned, organized and directed successful business startup and managed all daily operations in providing both commercial and residential construction services, with emphasis in interior renovations, build-outs and refurbishing projects
  - \* performed all administrative and hands-on functions necessary to maximize productivity, service and bottom-line profitability
  - \* established/maintained strong sub-contractor networks

EARL HARMON CONSTRUCTION, INC., North Palm Beach, FL

5/85 – 7/89

**Superintendent** – Commercial and Residential projects

**EDUCATION**

**BS** Palm Beach Atlantic College  
Major: Business Administration

1989

CERTIFICATIONS

Code Administrator  
Building, Mechanical, and Plumbing Plan Examiner  
Building, Plumbing, Mechanical and Residential Electrical Inspector  
Structural Masonry Inspector  
Building Contractor

**PROFESSIONAL AFFILIATIONS**

Building Officials Association of Palm Beach County  
International Code Conference  
~Building Official Association of Florida



**BUILDING OFFICIALS ASSOCIATION  
OF  
PALM BEACH COUNTY**  
[www.boapbc.org](http://www.boapbc.org)



**2013 Officers and Directors**

**President**

**Steven Kennedy, CBO**  
Hy-Byrd Inspections  
[kennedysteven@hotmail.com](mailto:kennedysteven@hotmail.com)

**Vice-President**

**Robert McDougal, CBO**  
West Palm Beach  
[rmcdougal@wpb.org](mailto:rmcdougal@wpb.org)

**Secretary**

**Paul Malanaphy, CBO**  
Boca Raton  
[pmalanaphy@myboca.us](mailto:pmalanaphy@myboca.us)

**Treasurer**

**Michael Fox**  
Palm Beach County  
[mfox@pbcgov.org](mailto:mfox@pbcgov.org)

**Directors:**

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Village of North Palm Beach  
[dnutter@village-npb.org](mailto:dnutter@village-npb.org)

**Robert Hill, CBO**  
Royal Palm Beach  
[rhill@royalpalmbeach.com](mailto:rhill@royalpalmbeach.com)

**Past President**

**Frank Knapp, CBO**  
Palm Beach County  
[fknappp@pbcgov.org](mailto:fknappp@pbcgov.org)

**State Director:**

**Doug Wise, CBO**  
Palm Beach County  
[dwise@pbcgov.org](mailto:dwise@pbcgov.org)

**ICC Director**

**Bob Boyer**  
Palm Beach County  
[bboyer@pbcgov.org](mailto:bboyer@pbcgov.org)

October 25, 2013

Board of County Commissioners  
Palm Beach County  
2300 N. Jog Road  
West Palm Beach, Florida 33414

RE: Roger Held - BCAB Nominee for District 1

Dear Commissioners:

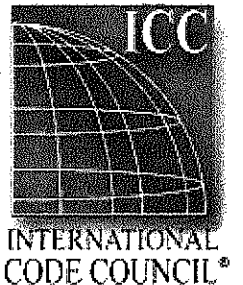
I am pleased to report to you that during the October 24<sup>th</sup> meeting of the Building Officials Association of Palm Beach County, the membership present voted unanimously to re-nominate Roger Held, CBO, Building Official of the Town of Jupiter, for your consideration to continue to serve as the District 1 Representative on the Building Code Advisory Board of Palm Beach County. The Officers and Directors of the Association have carefully reviewed Mr. Held's record of service and believe his contribution to our profession and association makes him an asset not only to the citizens of the Town of Jupiter, but our County as a whole.

As an Association, we remain grateful to the Commission for its continued support of safety in the built environment by encouraging and supporting the consistent and diligent enforcement of modern building codes throughout the County. The activities of the Building Code Advisory Board and other county-wide safety standardization projects help to make our citizens and communities safer as a whole. In addition these activities allow property owners throughout the County to realize reduced insurance premiums for risk and flood hazard.

We sincerely thank you for your continued support of our joint efforts and ask you to support Mr. Held's re-nomination. We believe Mr. Held's past and ongoing record of service speaks for itself. We sincerely hope that you agree.

Sincerely,

Steven Kennedy, CBO  
2013 Chapter President



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BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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**Section I (Department):** (Please Print)

Board Name: Building Code Advisory Board Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: \_\_\_\_\_ <sup>B3</sup>

Term of Appointment: \_\_\_\_\_ Years. From: 1/14/2014 To: 1/13/2017

Seat Requirement: BUILDING OFFICIAL Seat #: 3

\*Reappointment or  New Appointment

or  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Grimm Michael  
Last First Middle

Occupation/Affiliation: Building official, City of Greenacres  
Owner  Employee  Officer

Business Name: City of Greenacres

Business Address: 5800 Melaleuca Ln

City & State: Greenacres FL 33463 Zip Code: 33463

Residence Address: [REDACTED]

City & State: [REDACTED] Zip Code: 33406

Home Phone: [REDACTED] Business Phone: (860) 642-2061

Cell Phone: [REDACTED] Fax: (407) 642-2049

Email Address: M.Grimm@Ci.greenacres.fl.us

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian



**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR  NONE

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- By watching the training program on the Web, DVD or VHS
- By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Michael Grimm Printed Name: Michael Grimm Date: 11-4-13

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
 Vickie Day, Palm Beach County Planning, Zoning and Building  
 Building Division 2300 North Jog Road, West Palm Beach, Florida 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

JANUARY 14, 2014

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

~~CONFIDENTIAL~~

# MICHAEL GRIMM

### Professional Experience

2008 – Present	City of Greenacres	CBO/ Director of Building Department, Code Enforcement, Business Taxes and Flood Plain Manager
1998 – 2008	City of Greenacres	Plans Examiner
1996 – 1998	Village of Royal Palm Beach	Building Inspector
1979 – 1996	E. Grimm Inc.	Carpenter/Foreman

### Education

2000	PBCC	Associate in Arts
2004	FAU	Bachelor of Business Administration (Summa Cum Laude)

### Licenses and Certifications

<u>State of Florida</u> Building Inspector Plans Examiner Coastal Inspector 1 & 2 Family Dwelling Plans Examiner Building Code Administrator DEP Stormwater Management Inspector	<u>ICC</u> Certified Building Official Building Code Official Standard Coastal Construction Inspector Housing Code Official Building Inspector Building Plans Examiner Residential Combination Inspector Zoning Inspector
<u>Other</u> Federal Lead Based Paint Certified Renovator Florida Association of Code Officials Level One	

### Professional Memberships

- Building Officials Association of Florida
- International Code Council
- Florida Association of Code Enforcement



**BUILDING OFFICIALS ASSOCIATION  
OF  
PALM BEACH COUNTY**  
[www.boapbc.org](http://www.boapbc.org)



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[kennedysteven@hotmail.com](mailto:kennedysteven@hotmail.com)

Vice-President

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Paul Malanaphy, CBO  
Boca Raton  
[pmalanaphy@myboca.us](mailto:pmalanaphy@myboca.us)

Treasurer

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[mfox@pbcgov.org](mailto:mfox@pbcgov.org)

Directors:

Deborah Nutter, CBO  
Village of North Palm Beach  
[dnutter@village-npb.org](mailto:dnutter@village-npb.org)

Robert Hill, CBO  
Royal Palm Beach  
[rhili@royalpalmbeach.com](mailto:rhili@royalpalmbeach.com)

Past President

Frank Knapp, CBO  
Palm Beach County  
[fknappp@pbcgov.org](mailto:fknappp@pbcgov.org)

State Director:

Doug Wise, CBO  
Palm Beach County  
[dwise@pbcgov.org](mailto:dwise@pbcgov.org)

ICC Director

Bob Boyer  
Palm Beach County  
[bboyer@pbcgov.org](mailto:bboyer@pbcgov.org)

October 25, 2013

Board of County Commissioners  
Palm Beach County  
2300 N. Jog Road  
West Palm Beach, Florida 33414

RE: Michael Grimm - BCAB Nominee for District 3

Dear Commissioners:

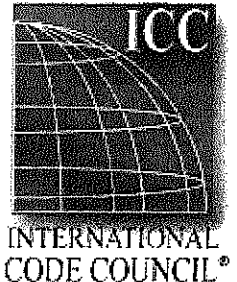
I am pleased to report to you that during the October 24<sup>th</sup> meeting of the Building Officials Association of Palm Beach County, the membership present voted unanimously to re-nominate Michael Grimm, Building Official of the City of Greenacres, for your consideration to continue to serve as the District 3 Representative on the Building Code Advisory Board of Palm Beach County. The Officers and Directors of the Association have carefully reviewed Mr. Grimm's record of service and believe his contribution to our profession and association makes him an asset not only to the citizens of the City of Greenacres, but our County as a whole.

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We sincerely thank you for your continued support of our joint efforts and ask you to support Mr. Grimm's re-nomination. We believe Mr. Grimm's past and ongoing record of service speaks for itself. We sincerely hope that you agree.

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 Seat Requirement: BUILDING OFFICIAL Seat #: 4  
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or  to complete the term of \_\_\_\_\_ Due to:  resignation  other  
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**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Fichera Michael C  
Last First Middle  
 Occupation/Affiliation: Building Official  
Owner  Employee  Officer   
 Business Name: City of Boca Raton  
 Business Address: 201 W. Palmetto Park Rd  
 City & State: Boca Raton, FL Zip Code: 33432  
 Residence Address: [REDACTED]  
 City & State: [REDACTED] Zip Code: [REDACTED]  
 Home Phone: ( ) - Business Phone: (561) 393-7930 Ext.  
 Cell Phone: [REDACTED] Fax: (561) 393-7997  
 Email Address: mfichera@myboca.us

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No   
 If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
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- By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Michael Fichera Printed Name: Michael Fichera Date: 12/16/13

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
**Vickie Day, Palm Beach County Planning, Zoning and Building**  
**Building Division 2300 North Jog Road, West Palm Beach, Florida 33411**

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

JANUARY 14, 2014

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Michael Fichera

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[REDACTED]  
[REDACTED]  
[REDACTED]

### **OBJECTIVE:**

Leadership position in the field of Building Code Administration.

### **EMPLOYMENT:**

#### City of Boca Raton

7/06 – Present      Building Official

Administer and enforce the building, electrical, mechanical and plumbing codes for the City of Boca Raton. Supervise and monitor efficiency and effectiveness of all building plans examination and inspection activities. Enforce the laws, ordinances, and codes related to the construction and alteration of buildings. Prepare evidence and testify on code violation cases. Present cases to Builder's Board of Adjustment and Appeals. Prepare amendments to City ordinances related to building codes. Assist at the Emergency Operations Center during crisis situations and oversee implementation of preparedness and recovery plans. Prepare and administer the budget.

#### City of Boca Raton

3/03 – 7/06      Facilities Manager

Administer the City of Boca Raton's Facilities Maintenance and Construction Division. Develop and implement key department strategic goals. Generate performance standards for city facilities. Evaluate bid documents and construction contracts. Administer construction and service contracts. Manage and monitor citywide fire alarm systems, security card access systems and fire sprinkler systems. Prepare annual and long-term budgets. Evaluate performance of field staff and develop training programs. Evaluate citywide space requirements. Develop policies and procedures for facilities service users. Monitor energy efficiency of city facilities with building automation systems.

#### City of Boca Raton

6/98 – 3/03      Construction Project Manager

Supervise field inspection staff in monitoring of commercial project construction, and provide comprehensive inspection services for citywide capital improvement projects. Administer and direct progress of private contractors in the construction of citywide capital projects. Contract administration duties include review and process of bid proposals, shop drawing submittals, payment request applications, and construction schedules; also negotiate change order claims, liquidated damage disputes, and contract terminations.

#### City of Boca Raton

1/88 – 5/98      Structural Building Inspector

Inspect sites and field-review plans for compliance with architectural specifications, zoning conditions, building code requirements, and product approval details on commercial, residential, and marine structures. Check structures and job-sites for sound construction methods, building material quality, and safe work practices. Respond to emergency calls from Police and Fire Departments for opinion on damaged structures.

## **Michael Fichera**

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### **LICENSES/PROFESSIONAL ASSOCIATIONS:**

#### State of Florida

Certified Building Code Administrator  
Certified Structural Building Inspector  
Certified One and Two Family Dwelling Inspector  
Certified General Contractor  
Certified Real Estate Broker

Member, Building Official Association of Florida

Member, International Facilities Manager Association

Member, International Right of Way Association

Member, American Public Works Association

### **EDUCATION:**

#### Florida International University

5/01 - Present Construction Management Masters Degree program

#### Florida Atlantic University

8/96 - 1/99 Public Administration Masters Degree program

#### Western Illinois University

1/92 - 7/95 Bachelor of Arts in Business Administration

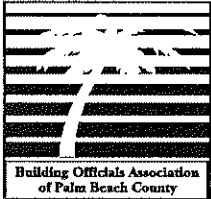
#### Florida Atlantic University

1/86 - 1/91 Business Administration Bachelor Degree program

#### Polytechnic Institute of New York

9/74 - 9/79 Civil Engineering Bachelor Degree program

**REFERENCES:** Available upon request.



**BUILDING OFFICIALS ASSOCIATION  
OF  
PALM BEACH COUNTY**  
[www.boapbc.org](http://www.boapbc.org)



**2013 Officers and Directors**

President

Steven Kennedy, CBO  
Hy-Byrd Inspections  
[kennedysteven@hotmail.com](mailto:kennedysteven@hotmail.com)

Vice-President

Robert McDougal, CBO  
West Palm Beach  
[rmcdouga@wpb.org](mailto:rmcdouga@wpb.org)

Secretary

Paul Malanaphy, CBO  
Boca Raton  
[pmalanaphy@myboca.us](mailto:pmalanaphy@myboca.us)

Treasurer

Michael Fox  
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[mfox@pbcgov.org](mailto:mfox@pbcgov.org)

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Village of North Palm Beach  
[dnutter@village-npb.org](mailto:dnutter@village-npb.org)

Robert Hill, CBO  
Royal Palm Beach  
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ICC Director

Bob Boyer  
Palm Beach County  
[bboyer@pbcgov.org](mailto:bboyer@pbcgov.org)

October 25, 2013

Board of County Commissioners  
Palm Beach County  
2300 N. Jog Road  
West Palm Beach, Florida 33414

RE: Michael Fichera - BCAB Nominee for District 4

Dear Commissioners:

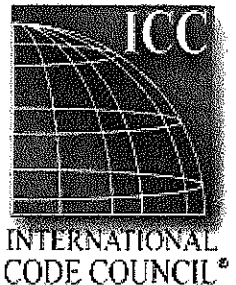
I am pleased to report to you that during the October 24<sup>th</sup> meeting of the Building Officials Association of Palm Beach County, the membership present voted unanimously to re-nominate Michael Fichera, Building Official of the City of Boca Raton, for your consideration to continue to serve as the District 4 Representative on the Building Code Advisory Board of Palm Beach County. The Officers and Directors of the Association have carefully reviewed Mr. Fichera's record of service and believe his contribution to our profession and association makes him an asset not only to the citizens of the City of Boca Raton, but our County as a whole.

As an Association, we remain grateful to the Commission for its continued support of safety in the built environment by encouraging and supporting the consistent and diligent enforcement of modern building codes throughout the County. The activities of the Building Code Advisory Board and other county-wide safety standardization projects help to make our citizens and communities safer as a whole. In addition these activities allow property owners throughout the County to realize reduced insurance premiums for risk and flood hazard.

We sincerely thank you for your continued support of our joint efforts and ask you to support Mr. Fichera's re-nomination. We believe Mr. Fichera's past and ongoing record of service speaks for itself. We sincerely hope that you agree.

Sincerely,

Steven Kennedy, CBO  
2013 Chapter President





BCAB MEETING ATTENDANCE


12/4/2013

MEMBER	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13
Byrne, Joseph		P		P		P		P		P		P
Fichera, Michael		P		A		P		P		P		P
Grimm, Mike						P		P		P		P
Held, Roger				P		A		P		P		P
Higgins, William Ray		P		P		P		P		P		P
Hogarth, Thomas										P		A
Kozan, Gary		P		A		P		P		P		A
Lewis, Howarth (Hap)		P		P		A		P		P		P
Mack, Andrew		P		A		P		P		P		P
Miller, Gregory		P		P		P		A		P		A
Tobias, Steve		P		P		P		P		A		P
Tomasik, Jacek		P		P		A		P		P		P
Wise, Doug		P		P		P		P		P		P
Worley, Scott		A		P		P		P		P		P

"P" member in attendance

"A" member absent

"C" scheduled meeting cancelled

 Shaded; not a member at this time

(2) Members shall be required to attend all regular and special meetings of the board. The chair chairman of the board shall notify the Board of County Commissioners when a member accumulates three consecutive absences from the regular meetings or when a member fails to attend 50 percent of all meetings of the board during any 12-month period. On such notification, the member shall be removed by the Board of County Commissioners, and the Board of County Commissioners shall appoint a new member within 60 days to complete the unexpired term. The board shall hold meetings open to the

CHAPTER 2001-323

House Bill No. 917

An act relating to Palm Beach County; amending chapter 90-445, Laws of Florida, as amended; providing for the uniform implementation, interpretation, and enforcement of building code requirements pursuant to the Florida Building Code; providing and amending definitions; providing for enforcement; providing for repeal of conflicting laws; providing for interpretation of codes and revision; deleting provisions relating to appointments; providing for authority for building code amendments; providing for amending provisions for product and system evaluation, including application fees and revocation and renewal of product and system compliance; providing severability; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Notwithstanding section 136 of chapter 2000-141, Laws of Florida, chapter 90-445, Laws of Florida, is reenacted and amended to read:

Section 1. Purpose.—As provided in section 553.80(1), Florida Statutes, each local government and each legally constituted enforcement district with statutory authority shall regulate building construction and, where authorized in the state agency's enabling legislation, each state agency shall enforce the Florida Building Code, as revised or amended by the state or applicable local government, required on all public or private buildings, structures, and facilities unless such responsibility has been delegated to another unit of government pursuant to section 553.79(9), Florida Statutes. The purpose of this act is to provide for a system to advise the Palm Beach County Board of County Commissioners and local governments regarding the uniform implementation, interpretation, and enforcement of the Florida Building Code. Authority.—The board of county commissioners shall have the power to adopt, for all municipalities and unincorporated areas of Palm Beach County, more recent editions and revisions of the Standard Building, Gas, Mechanical, and Plumbing Codes, as promulgated by the Southern Building Code Congress International, in addition to the National Electrical Code, as promulgated by the National Fire Protection Association. ~~These codes shall be adopted by ordinance, based on the advice of the Building Code Advisory Board of Palm Beach County.~~

Section 2. Definitions.—As used in this act:

(1) "Amendment" means modified requirements to the Florida Building Code model building codes which are adopted by ordinance by any unit of local government pursuant to section 553.73, Florida Statutes.

(2) "Board" means the Building Code Advisory Board of Palm Beach County, unless otherwise specified.

(3) "Building official" means an individual charged with the administration and enforcement of the Florida Building Code ~~several codes adopted~~

pursuant to section 1, who is a full-time employee of a municipality or the county, in the respective election district in which the jurisdiction is situated.

(4) "Design professional" means an architect or engineer so registered in the State of Florida.

(5) "Florida Building Code" means the code adopted by the Florida Building Commission pursuant to section 553.73(1)(a), Florida Statutes "Model codes" means the Standard Building, Gas, Mechanical, and Plumbing Codes published by the Southern Building Code Congress International and the National Electrical Code published by the National Fire Protection Association.

(6) "Revisions" means any modifications to the Florida Building Code model codes as published by the Florida Building Commission applicable code-promulgating organization.

(7) "Service system" means an electrical, gas, mechanical, plumbing, or other system which provides service to a building, structure, or facility and is regulated by the model codes and any amendments or revisions thereto.

(7)(8) "Unit of local government" means any one of the municipal governing bodies in Palm Beach County or the Board of County Commissioners of Palm Beach County.

Section 3. Enforcement.—Enforcement of the Florida Building Code model codes adopted pursuant to section 1, and any amendments or revisions thereto, shall be the responsibility of each unit of local government. A unit of local government may provide these services through an interlocal agreement with the county or local government, as provided by section 553.79(9), Florida Statutes law.

Section 4. Code enforcement personnel qualifications.—For the purposes of permit review and inspection, qualified plans examiners and inspectors, whose competency shall be determined by each unit of local government, shall be employed and charged with the responsibility of enforcing this act.

Section 5. Violations.—No building, structure, or service system shall be erected or installed within Palm Beach County in violation of the requirements of the model codes adopted pursuant to section 1 or any amendments or revisions thereto, except that state buildings are exempt from compliance with such model codes.

Section 4.6. Repeal of laws in conflict.—Any laws, ordinances, or resolutions now in existence in the unincorporated areas of Palm Beach County or in any municipality in Palm Beach County in conflict with this act are hereby repealed.

Section 7. Enactment of lower standards.—No unit of local government shall enact any law lowering the standards of the model codes adopted pursuant to section 1. However, each unit of local government may adopt ordinances providing amendments to modify or improve the model codes,

~~provided such amendments are in compliance with s. 553.73, Florida Statutes.~~

~~Section 8. Code available.—Each unit of local government shall have available for public inspection in its principal office three copies of the model codes, together with any amendments or revisions thereto. Amendments must be printed or otherwise suitably duplicated, and copies shall be available for sale at reasonable cost to the public.~~

Section 5.9. Interpretations.—In the event of a dispute in the interpretation of the provisions of the Florida Building Code model codes, or any amendments or revisions thereto, a building official, ~~plans examiner, inspector,~~ builder, contractor, owner, architect, or engineer may ask for an opinion from the board's Code Interpretation Committee. The Code Interpretation Committee shall be comprised of each of the building official members of the board. ~~The request for interpretation must come by agreement of Both parties to the dispute~~ must agree to seeking the advisory interpretation from the board. Said ~~procedure~~ opinion may be conducted by telephone or other electronic means. A simple majority of the committee shall sustain an interpretation. Each building official member of the committee shall maintain a written record of the date and parties to the dispute. The interpretation shall not be binding upon the parties to the dispute.

Section 6.10. Appointments.—

(1) The Board of County Commissioners of Palm Beach County shall appoint the Building Code Advisory Board of Palm Beach County and supply it with a meeting place, office supplies including stationery, legal counsel, technical staff, mechanical recording of its meetings, written transcripts of the minutes of its meetings, secretarial service, and storage space for its records. The board shall have 16 members, composed of 7 building officials, 1 from each commission election district, appointed from nominees submitted by the Building Official's Association of Palm Beach County; 7 members appointed from nominees submitted by the Construction Industry Management Council of Palm Beach County; 1 member who shall be a registered architect appointed from nominees submitted by the Palm Beach Chapter of the American Institute of Architects; and 1 member who shall be a professional engineer appointed from nominees submitted by the Palm Beach Chapter of the Florida Engineering Society. ~~By January 1, 1991, the Board of County Commissioners of Palm Beach County shall appoint the four new members, two for 1-year terms and two for 3-year terms. Thereafter, All~~ appointments shall be for a term of 3 years, and each member shall serve until his or her successor is appointed. If a vacancy should occur before a term has expired, the Board of County Commissioners shall appoint a new member within 60 days to complete the unexpired term.

(2) Members shall be required to attend all regular and special meetings of the board. The chair ~~chairman~~ of the board shall notify the Board of County Commissioners when a member accumulates three consecutive absences from the regular meetings or when a member fails to attend 50 percent of all meetings of the board during any 12-month period. On such notification, the member shall be removed by the Board of County Commis-

sioners, and the Board of County Commissioners shall appoint a new member within 60 days to complete the unexpired term. The board shall hold meetings open to the public at least once in every calendar quarter, adopt rules and ~~procedures~~ procedure, and elect a ~~chair~~ chairman and vice ~~chair~~ chairman. A quorum of the board shall be 10 members, with a concurring vote of 9 members required to approve any action.

Section 7. Authority.—The purpose of the advisory board is authorized to:

- (1) Advise units of local governments regarding:
  - ~~(a) Future editions of the model codes and subsequent recommendation to the board of county commissioners concerning countywide adoption.~~
  - ~~(b) Recommendations on the adoption of administrative or technical amendments to the Florida Building Code model codes based on local conditions.~~
  - ~~(2)(c) Advise local governments how construction code enforcement can be improved and standardized.~~
  - ~~(3)(d) Advise local governments how to prevent the recurrence of disputes.~~
  - ~~(4)(e) Advise local governments on evaluation of new and innovative materials, products, systems, or methods of construction for compliance with the Florida Building Code model codes adopted pursuant to section 1, and any amendments or revisions thereto.~~
  - (5) Act as the countywide compliance review board, pursuant to section 553.73(4)(b)7., Florida Statutes, notwithstanding the requirements contained therein to establish such review board by interlocal agreement.

Section 8.11. Product and system evaluation.—

(1) The board shall have the authority to evaluate ADMINISTRATION.—Palm Beach County and each unit of local government within Palm Beach County shall have the option to direct inquiries concerning new or existing products or systems in accordance with section 553.842, Florida Statutes, and the Florida Building Commission's rules adopted thereunder to the board. The board shall act as a clearing house for new or different products or systems, by evaluating them based on the current model codes and any amendments or revisions, being recommended for adoption by the board. The board is authorized to may issue evaluation and compliance reports for products and systems found to be in compliance, as provided by policies established by the board. Recommendations and compliance reports of the board concerning new and existing products or systems shall be advisory in nature for the municipalities within Palm Beach County and shall not form the basis of a local or statewide approval pursuant to section 553.842, Florida Statutes.

(2) STANDARDS.—The evaluation of new and innovative materials, products, systems, or methods of construction shall be based on the Florida

~~Building Code model codes adopted pursuant to section 1, and any amendments or revisions thereto. The types of construction, materials, systems, or methods of design referred to in the Florida Building Code model codes, and any amendments or revisions thereto, shall be considered standards of performance, quality, and strength. New or different types of construction, materials, or methods of design shall be at least equal to these standards for the corresponding use intended. For the purposes of determining compliance, the product's quality, strength, effectiveness, fire resistance, durability, safety, and control of installation shall be guides for consideration.~~

~~(3) The board is authorized to establish policies and procedures necessary to conduct evaluation efforts, such as, but not limited to, applications, fees, renewals, and revocations. APPLICATION PROCEDURE.~~

~~(a) Applications for evaluation and compliance determination shall be made in accordance with the policy and procedures established by the board. If the application is for a type of structure or system, the application shall be accompanied by plans prepared by a design professional, together with supporting engineering calculations supporting the design. Applications for components, materials, or devices shall be accompanied by drawings, tests, and calculations, prepared by an engineer registered in the State of Florida, or other proof supporting the design.~~

~~(b) The board may employ the use of consultants to examine applications. A The consultant shall be a design professional with specific qualifications in the particular that area of product or system analysis for which he or she is employed.~~

~~(c) The board may establish policies and procedures for the processing and review of requests for evaluation and compliance, including programs designed to monitor manufacturing, fabrication, or performance. The board or its designee may require calculations, tests, or opinions from design professionals, nationally recognized testing laboratories, or approved quality and assurance programs.~~

~~(d) The data shall be analyzed and evaluated for meeting the applicable performance standards. After receiving an evaluation report, the board shall issue a written recommendation on the appropriateness of the product or system for use in Palm Beach County. All decisions or reports shall be forwarded to:~~

- ~~1. The product control file.~~
- ~~2. The applicant.~~
- ~~3. The local building departments.~~

~~The written recommendations of the board shall be advisory only. It is the responsibility of each applicant, contractor, or owner to submit individual permit applications for construction or installation to the appropriate unit of local government for specific approval or rejection.~~

~~(4) FEES.—A \$500 minimum initial application fee shall be paid by the applicant at the time of filing. In addition, the applicant shall be responsible for any cost the board may incur. Resubmissions after unfavorable recommendations shall not require an additional initial filing fee unless final action had been taken by the board. However, the applicant shall be required to pay any additional cost incurred by the board prior to final action.~~

~~(5) DISPOSITION OF FEES AND EXPENSES.—All moneys collected by the board shall be received, deposited, expended, and accounted for pursuant to law. The expenses of the advisory board, consulting fees, testing fees, and all other necessary and appropriate fees shall be paid by the board from the moneys collected.~~

~~(6) DISAPPROVAL.—Applications recommended for disapproval, during any phase of the review process, shall be returned to the applicant in writing, stating the reasons for the recommendation of disapproval.~~

~~(7) REVOCATION.—~~

~~(a) At any time during the valid term of a compliance report, the recommendation may be revoked and become null and void for any of the following reasons:~~

~~1. Nonconformance with the model codes adopted pursuant to section 1, and any amendments or revisions thereto, or any subsequent updates to such standards which occur after the date of acceptance.~~

~~2. Deviation from the design on which the recommendation of acceptance was based, due to change, omission, or substitution.~~

~~3. Use of the product, components, system, or method not within the scope of the recommendation of acceptance.~~

~~4. Unsatisfactory performance when subjected to actual conditions.~~

~~5. Appearance of intolerable effects such as, but not limited to, toxicity when associated with other materials.~~

~~(b) Notification of revocation shall be provided to all persons having received the recommendation of acceptance. Revocations based on subparagraph (a)1. or subparagraph (a)2. may be considered for reinstatement if the original applicant submits:~~

~~1. Revised drawings, calculations, test reports, or other information to the satisfaction of the board.~~

~~2. Payment of a \$50 review fee.~~

~~3. Payment of additional costs incurred by the board.~~

~~Submittals for revisions shall bear the revised date and shall be processed as a new application. Revised reports recommended for approval shall be identified to indicate the revised date; however, the submittal shall maintain the same expiration date.~~

~~(8) RENEWAL.—One year from the date of acceptance and every year thereafter, or upon the adoption of new codes, amendments, revisions, or standards, the board shall ask the original applicant whether he desires the evaluation and compliance report to be renewed. Failure of the applicant to respond within 30 days shall cause the report or approval to be automatically canceled. An applicant desiring the report or approval to be renewed shall submit a \$200 fee. The applicant shall also be responsible for any additional cost incurred by the board prior to final action.~~

Section 2. If any provision of this act or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the act which can be given effect without the invalid provision or application, and to this end the provisions of this act are declared severable.

Section 3. This act shall take effect upon becoming a law.

Approved by the Governor June 5, 2001.

Filed in Office Secretary of State June 5, 2001.