



# Ocala Contractors Board of Examiners and Appeals

## Agenda - Final

Thursday, March 13, 2025

### Meeting Information

#### *Location*

City Hall  
Council Chambers - Second Floor  
110 SE Watula Avenue

<https://www.ocalafl.gov/meetings>

#### *Time*

5:30 PM

#### Board Members

Edward Ferrentino  
Michael Gartner  
Michael Kroitor  
Camellia Loojune  
Darrell O'Kain  
Kevin Steiner  
Shirley J. Wright

#### Board Attorney

Kristi Vanvleet

#### Staff

Dale Hollingsworth  
Manager, Code Enforcement

#### Jennifer Buller

Supervisor, Code Enforcement

#### Yvette Grillo

Code Enforcement Specialist  
Secretary

#### Shaneka Greene

Code Enforcement Specialist

#### ADA COMPLIANCE,

If special accommodations are needed for you to attend or participate in this meeting, please call 352-629-8309, forty-eight (48) hours in advance, so arrangements can be made.

#### WELCOME,

On behalf of the Contractors Board of Examiners and Appeals we would like to take this opportunity to welcome you to these proceedings and provide you with some information concerning this Board.

This Board is established under the guidelines of the City of Ocala Code of Ordinances, Section 22-141 and Florida Statute 162.01 through 162.30. The Board consists of seven members (four are required to make a quorum) all are volunteers, who work without payment, or compensation, and are appointed by the City Council.

The qualifications to be a Board Member are that you must be a City of Ocala resident, and whenever possible; members shall include an Architect, a businessman, an Engineer, a General Contractor, a Sub-Contractor, and a Realtor, all from the community

Each Board Member serves a three-year term, commencing February 28th of each year. The Board meets on the second Thursday of each month at 5:30 P.M., as necessary, however is required to meet at least once every two months.

The Board is empowered to examine City of Ocala Code of Ordinance violations. The Board works in a fashion similar to a judicial process, cases are presented from the agenda, testimony and evidence is given, and the Board makes a ruling. The Board can levy fines, require payment of administrative costs, and place liens on personal property if violations are not corrected. We respectfully request that you respect this process as you yourself expect to be respected by the process.

#### APPEALS,

Decisions of this Board are appealed to the Circuit Court of Marion County; such an appeal shall not be a hearing de novo (not all over again, or in-person) but shall be limited to appellate review of the record created before the enforcement board. An appeal shall be filed within 30 days of the execution of the order to be appealed. Any person who desires to appeal an administrative decision of the Board will need a record of the proceedings, and for this purpose may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is made.

