

## **ORDINANCE NO. 450**

**AN ORDINANCE ADOPTING THE CITY OF MEXICO BEACH BUILDING STANDARDS RELATIVE TO THE CITY OF MEXICO BEACH BUILDING DEPARTMENT; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING PENALTIES FOR VIOLATIONS; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Council has determined that it is in the best interest of the City that this Ordinance be enacted, therefore:

**BE IT ORDAINED BY THE CITY COUNCIL OF MEXICO BEACH, FLORIDA:**

**SECTION 1.** The following Codes are hereby adopted as an essential part of the City of Mexico Beach Building Department:

### **City of Mexico Beach Building Standards**

**Sec. 1-1. Created.**

There is created the "Building Contractors Examining and Meditation Board" of the City, also known or referred to as the "The Construction Industry Licensing Board," "The City Examining Board" or just "The Board."

**Sec. 1-2. Members; appointment; Terms.**

(A) The Building Contractors Examining Board of the City shall consist of five members as follows:

1. An Electrician who is engaged in the profession and who holds a valid Electrician's certificate in the City;
2. An Air-conditioning Mechanic who is engaged in the profession and who holds a valid air conditioner mechanic's certificate in the City;
3. A Plumber who is engaged in the profession and who holds a valid Plumbers certificate in the City;
4. A member from the field of general construction; and

5. A qualified elector in the City, not from the field of general construction or any profession regulated by this chapter.

(B) The Board shall be appointed by the City Council as follows:

1. The first and second members shall be appointed for a term of two years for the first term;
2. The third and fourth members shall be appointed for a term of two years for the first term;
3. The fifth member shall be appointed for a term of one year for the first term.

(C) Terms shall expire and new appointments shall be effective on October 01, 2003 provided that all members shall serve until their successors are duly qualified and appointed.

**Sec. 1-3. Chairman; Secretary; quorum.**

(A) The members of the Building Contractors Examining Board shall vote to determine who shall act as chairman. The City Administrator, clerk, or his designated representative, shall serve as secretary to the Board.

(B) Any three members shall constitute a quorum with an elected chairman pro tem in the absence of the regular chairman. The chairman shall hold that position for one year unless his term expires.

**Sec. 1-4. Meetings.**

(A) Meetings of the Building Contractors Examining Board shall be held at such times as the Board may by rule, from time to time, establish. Special meetings of the Board may be called by the chairman or three members of the Board at other times and places.

(B) Administrative hearings may be held upon a request of the City Administrator to hear evidence in regard to written complaints against any contractor.

**Sec.1-5. Records**

The Building Contractors Examining Board shall keep in the office of the department of development and planning a separate book of each trade or profession in which shall be recorded the names and addresses of each applicant for a certificate, the date of filing application, the final action of the board upon each application, the date of such action, whether the granting of a certificate was made with or without examination, date and action of the Board in revocation or suspension proceedings, and the signatures of the members of the Board participating in any action.

**Sec.1-6. Powers and Duties.**

(A) The Contractors Examining and Meditation Board shall have the power to develop tests and conduct testing to determine the qualifications of applicants for various types of contractors' and superintendents' licenses and certificates of competency for those professions and occupations for which the City of Mexico Beach Examination Board and/or the Florida Construction Industry Licensing Board do not test, certify or qualify. Such certificates of competency issued by the Board shall be applicable only to the performance of construction and contact-related services within the corporate limits of the City and shall be issued after the applicant has satisfactorily completed the examination process required by the Board. The Board, through the examination process, shall determine the type of certificate or license for which an applicant is qualified.

(B) The Board shall hold hearings to determine if a license or certificate issued by the Board, by the City Examining Board, or by the State Construction Industry Licensing Board, should be suspended or revoked for any violation of this chapter, the City Code of Ordinances, or the Florida Building Code. After a hearing and upon finding a probable cause that a violation has been committed, the Board shall be empowered to fix the length of time for such suspension or revocation of the license of certificate or shall make a recommendation as indicated in paragraph (H) 3. below. Any decision or recommendation of the Board may be appealed in writing to the City Council within thirty (30) days of the Boards decision.

(C) The Board, upon a finding of probable cause that a violation of this chapter, the City's Code of Ordinances, or the Florida Building Code has been committed, shall be empowered to make a recommendation to the State Construction Industry Licensing Board that license and certificate of competency of the firm, contractor, or superintendent be revoked or suspended.

(D) The Board shall be empowered to appoint an employee from the building, codes, or zoning department to conduct an investigation of any complaints made against the licensed contractor or superintendent and shall determine whether to file administrative action or direct the investigator to file a complaint for prosecution of the violation against the firm, contractor, or superintendent.

(E) The Board may call upon members of the industry to assist and advise them.

(F) The Board shall have jurisdiction to conduct investigations of all firms, contractors and superintendents licensed by it, as well as authority to review and recommend administrative action, after findings of probable cause that violations have been committed, of all contractors, superintendents and trades.

(G) The secretary of the Contractor's Examining and Meditation Board may, upon their own motion, or shall upon sworn complaint in writing of any person, investigate, or cause to be investigated by a special investigator appointed by the Board, the charges against any contractor or superintendent qualified by the Board,

the City Examination Board, or by the State Construction Industry Licensing Board, and shall submit a written report to the Board. Upon the filing of bankruptcy by or against a qualified contractor under this article, or if a qualified contractor fails to keep in force with insurance policy as required, the secretary of the Board shall immediately suspend the certificate of competency and report the matter to the Contractor's Examining and Mediation Board for revocation action.

(H) The Contractors' Examining and Mediation Board, upon receipt of such reports, shall decide if the report makes a prima facie showing of a violation of this chapter and if so, shall take one (1) or both of the following actions:

1. Instruct the secretary to send, by registered mail, a letter to the qualified contractor or superintendent to their last known address, as shown by the Board's records, setting out the name of the complainant, the time of commission of the alleged offense, and the section of this chapter alleged to be violated, and notifying the qualified contractor or superintendent to appear before the Board at a time and place fixed, not sooner than twenty (20) days from the mailing of the registered letter, to show cause why his certificate of competency should not be further suspended or revoked.

2. Instruct the investigator or complainant to file a sworn affidavit for the arrest of the qualified contractor or superintendent if they have violated any of the provisions of this chapter.

3. The administrative hearing provided for in subsection one (1) of this section shall be open to the public.

- (a) The proceedings at the hearing shall be recorded and may be transcribed at the expense of the party requesting the transcript.

- (b) The hearings need not to be conducted according to technical rules related to evidence and witnesses. They shall however be conducted in accordance with accepted parliamentary procedures related to motions, votes, and decisions. Fundamental due process shall be observed and shall govern all meetings. Any evidence shall be admitted if the board finds it competent and reliable, regardless of the existence of any common law or statutory rule, which might make improper the admission of such evidence. Hearsay may not be used for the purpose of supplementing or examining any direct evidence, but shall not be sufficient in itself to support a finding unless it would be admissible in civil actions. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions. Irrelevant and unduly repetitious evidence shall be excluded.

- (c) Each party shall have these rights: To call and examine witnesses, to introduce exhibits, to cross-examine opposing witnesses on any matter relevant to the issues even though that matter was not covered in the direct examination; to impeach any

witness regardless of which party first called him to testify; and rebut the evidence against him.

(d) A written decision shall be made by the Contractors' Examining and Mediation Board by a majority of the Board within five (5) days of the close of the hearing. The decision shall be one (1) or more of the following:

1. Not guilty
2. Fine
3. Suspension of a certificate of competency, stating why.
4. Revocation of a certificate of competency, naming an effective date.
5. Recommendation of suspension or revocation of a certificate of competency or license to the State Construction Industry Licensing Board.

**Sec. 1-7. Rules, Regulations**

The Contractors' Examining and Mediation Board may make such rules and regulations as are consistent with the general policies of this chapter as it may deem necessary to carry out the provisions on this chapter, including the power to administer oaths and subpoena witnesses in the manner provided for subpoenaing witnesses in the court, but all such rules shall be approved by resolution of the City Council before such rules shall have any force or effect.

**Sec. 1-8. Same--Contractor or Superintendent**

(A) The procedures in this section have been developed to qualify those specialized professionals for whom the City Examining Board and/or the State of Florida Construction Industry Licensing Board may not test, certify, or qualify.

(B) A contractor or superintendent's certificate of competency shall be obtained in the following manner:

1. Any person required or desiring to be qualified as a contractor or superintendent shall make application on a form prescribed by the Contractors' Examining and Mediation Board at the office of the secretary of such Board in the Building and Zoning Department. The application shall be retained by the board, together with all supporting papers.
2. Should the applicant be a firm, the application shall be executed by the president or one legally qualified to act for the firm, shall show his authority to so act on the application, and shall name on the authorized agent on behalf of the firm showing his authority:

(a) To act for the firm in all matters in any manner connecting with the contracting business;

(b) To supervise the construction under the occupational license issued to the firm; and

(c) To take the qualifying examination for the firm, unless holding a current certificate of competency of the class and type necessary.

(d) The firm shall be qualified only through the qualifications of such agents taking the examination, or through an agent currently qualified, and if the agent (qualifier) shall serve his affiliation with such firm, the certificate of competency held by such firm shall be automatically cancelled. Any agent (qualifier) shall be restricted to work of the firm he is currently qualifying.

3. No applicant shall be considered unless the applicant gives all information required on the form, which shall be included:

(a) A statement of the applicant's proposed contracting business.

(b) The type of certificate being applied for.

(c) Name, residence and business address for the applicant.

(d) If the applicant is a firm, the name and business address of the firm and the name and residence of all directors and officers of the firm and their interest therein, and the name and residence of all the applicants qualified representative, and information contained above; if the applicant is a corporation, a certificate of incorporation.

(e) A sworn financial statement of the applicant, a credit report, and an agreement authorizing the secretary of the Contractors' Examining and Mediation Board to obtain from any source dealing with the applicant, even though confidential, such additional information concerning the applicants financial condition as the secretary deems necessary. Superintendents are exempted from the application of this subparagraph.

(f) A sworn list of all businesses owned, operated, or managed by the applicant or in which the applicant has had an interest of any kind during the past five (5) years, and the address of these businesses. Superintendents are exempted from the application of this subparagraph.

(g) A receipt from the Board, showing that a fee of fifty dollars (\$50.00) for the examination and/or qualification of the applicant have been paid.

(h) Three (3) letters of recommendation from a reputable business or professional person, not related by blood or marriage to the applicant, of this county, or the county of the applicants last business venture, vouching for the applicant's reputation as to honesty, integrity, and good character.

(I) A sworn statement, stating under an oath that the applicant has not been convicted of a misdemeanor or felony during the past ten (10) years, and that they are not presently charged with committing a felony or misdemeanor. If this is not the case, the applicant shall specify the details of the conviction charges.

4. The secretary of the Board shall notify the applicant of the next regular examination and shall notify the Board of the application prior to its next regular meeting and make such additional investigation as may be directed by the Board.

5. The Contractors' Examining and Mediation Board shall prescribe the type of examinations of the applicant to show his degree of experience; his knowledge of building, safety, health and lien laws of the county, state, and federal governments as may be applicable; his knowledge of rudimentary administrative principles of the contracting business for which the application is being made.

6. The Contractors' Examining and Mediation Board shall not issue or renew a certificate of competency unless, by majority vote of the Board members present, the Board finds:

(a) That the applicant, or if the applicant is a firm then the qualified representative, has made a passing grade of 72% on the written or verbal examination and has the necessary experience for the type of certificate applied for.

(b) That the applicant is financially able to engage in the contracting business for which the certificate is requested. They shall establish, in its rules and regulations, uniform but separate standards for each contractor's category to guide it in determining an applicant's financial qualifications.

(c) The applicant, and each member of the firm, possesses a reputation for honesty, integrity, and a good character, and is not under present removal of civil rights due to a felony conviction and never has been convicted of a felony which directly relates to the subject matter for which the certificate of competency is to be issued. This shall be determined by the Board by the information contained in the letter of recommendation submitted by the applicant and any other statement submitted to or obtained by the Contractors' Examining and Mediation Board or its investigators. The lack of honesty, integrity, or good character may be established by competent evidence that:

1. An applicant has committed an act within the past ten (10) years, which, if committed or done by a license contractor, it would be grounds for suspension or revocation of a contractor's license.

2. An applicant has committed an act within the past ten (10) years involving dishonesty, fraud, deceit, or lack of integrity whereby the applicant has been benefited or whereby another has sustained some injury.

3. An applicant has, in the past ten (10) years, refused to pay valid bills of persons or firms or if the applicant or any officer of the business has been adjudicated bankrupt within such time. If the applicant shall be a firm, then the qualifying agent of the applicant shall be considered to be an officer of the firm for the purposes of this section.

4. An applicant has been convicted of a felony and is presently removed of his civil rights or the applicant has previously been convicted of a felony, which directly relates to the subject matter of this chapter.

**Sec.1-9. Same-- Prerequisite for occupational licenses.**

Whenever a license is required of any contractor, subcontractor, superintendent, master, or journeymen, no such occupational licenses shall be issued unless the applicant shall first procure from the City Examining Board and/or the Florida Construction Industry Licensing Board a current certificate of competency and shall present a copy to the license division.

**Sec.1-10. Annual renewal fees.**

Certificates of competency of qualified contractors, subcontractor's, and specialty contractors shall be subject to the annual renewal fees along with required information described below:

1. Bay County Contractors\_ . \$50.00

2. Non-Bay County Resident..\$150.00

3. Non-Florida Resident \_\_\_..\$300.00

4. Journeymen \_\_\_\_\_..\$25.00

5. Inactive Status \_\_\_\_\_ 1/2 Regular Fee

6. Contractors not regulated by Chapter 489 F.S. \_\_\_\$65.00

7. State Certified Contractors are exempt from renewal fees, but shall pay an administration fee due during the month of September each year. The fee amount required is \$25.00.

8. Required information on all contractors: Proof of residency, Certificate of liability insurance, Workers compensation Certificate or exemption, Current state of Florida registration, and a check or money order for any required fee.



**Sec.1-11. Unlawful acts or omissions.**

It shall be unlawful for any City Contractor, licensed individually or as a firm contractor, officer, director or qualified representative of a firm contractor or superintendent to commit any one (1) or more of the following acts or omissions:

1. To contract or does any work outside of the scope of operations as set out in the Florida legal definition of the particular type of contractor or superintendent for whom they are qualified.

2. Abandon without legal excuse a construction project or operation in which they are engaged or under contract as a contractor or superintendent.

3. Divert funds or property received for the execution or completion of a specific construction project or operation or for a specified purpose to any other use whatsoever.

4. To depart from or disregard in any material respect the plans or specifications of a construction job without the consent of the owner or his duly authorized representative.

5. Disregard or violate, in the performance of their contracting business, any of the building, safety, health insurance or workers' compensation, laws or state laws and ordinances.

6. Misrepresent any material fact in their application and supporting papers in obtaining a license under this article.

7. Fail to fulfill his contractual obligation through inability to pay all creditors for materials furnished or work or services performed in the operation of his business for which they are licensed hereunder.

8. Fail to display their business name and license number as required by Chapter 489 Florida Statute or fail to display them upon their vehicles in a conspicuous location. This also pertains to any and all City registered contractors within any category.

9. Intentionally evade or violate any of the provisions of this chapter, which may be evidenced by but not limited to one (1) or more of the following acts:

(a) Aiding or abetting any person not holding a certificate of competency to evade or violate any of the provisions of this chapter;

(b) Allowing a certificate to be used by an unauthorized person;

(c) Obtain a permit for any work in which the certificate holder does not actually

supervise, direct, and control the construction or installation covered by such permits.

(d) Subcontract any work to any person, corporation, or firm not holding a certificate of competency for work involved in the subcontract.

(e) Fail to obtain a permit prior to commencement of any job.

10. Do any fraudulent act as a certificate holder by which another is substantially injured.

11. Provide false information or facts to the Board or Building Department Division for anything.

12. Fail to cooperate in any investigation by not giving a sworn statement of facts.

**Sec.1-12. Unlawful to Engage.**

It shall be unlawful for any person or business to engage in any business or act in any capacity of any covered occupations listed within the City Code or Florida Statute Chapter 489 within the City without having been duly Registered or Certified under the provisions hereof. Any person who violates any provision of this article shall be guilty of a misdemeanor and shall be punished by a fine not exceeding (\$500.00) or by imprisonment not exceeding sixty (60) days or by both such fine and imprisonment.

**Sec.1-13. Certificates of competency--Required to do business.**

(A) It shall be unlawful for any person to engage in the business or act in the capacity of a contractor, subcontractor, master, qualifying agent, journeyman, maintenance personnel, installer, or tradesman in any of the classifications set forth in the code within the incorporated area of the City without having made application for, as set forth in this section, and there having been issued, as set forth in this division, a current valid certificate of competency or eligibility. Nothing in this section shall be construed to mean that there cannot be workers in some trades who are not qualified or certified within the definitions herein set forth if such workers are employed by and under the supervision of a contractor qualified in the trade concerned and working with a master or journeyman on the job site, if the trade concerned requires masters and journeyman. Workers are not qualified and certified within the definitions herein set forth can work as day laborer for a builder in any trade not requiring a masters, journeyman, or installers license.

(B) The scopes of work for each person holding certificates of competency shall be limited to work describe in the classification for which a certificate of competency is held, and the standards established, including examination, for the obtaining of any particular certificate of competency shall cover the entire scope of the work involved in the particular classification concerned. The possessing of a current valid certificate of competency and a current occupational license pursuant thereto as a

contractor or subcontractor in any classification shall include the right to contact and obtain permits for all work included in the scope of the work described in the classification and such contractor or subcontractors shall be issued permits for such work by the administrative agency concerned. Nothing in this section shall be misconstrued to prohibit the work included under one (1) classification from also being included under another classification, if so set forth in this article in the scope of the work of classification concerned and whether on private or public property, shall have no bearing unless specified otherwise.

(C) The provisions of this section shall not apply to contractors bidding on or performing public works for municipal, county, state or federal government, or other public body.

(D) Any person not possessing a current certificate of competency and holding himself out to be a contractor or superintendent shall be subject to the provisions and penalties of the City of Mexico Beach Code of Ordinances, and such representations shall be prima facie evidence in court or any other proceeding authorized by this chapter that the person purported to have the capacity to act as a contractor or superintendent.

#### **Sec. 1-14. Reciprocity.**

(A) Generally. The County requesting reciprocity shall submit a letter of affidavit reflecting the facts that the individual was certified by examination, to include the trade, experience requirement, date of certification, passing score (72%), status of certification, any disciplinary actions and that their County will in turn accept reciprocity from the City.

(B) Board Requirement. The City Board shall review applicants of reciprocity and shall give a finding or recommendation to the building official prior to the acceptance of any applicant for reciprocity.

#### **Sec. 1-15. Contractor's license fees**

Any contractor holding a license issued in another city or county that meets or exceeds the licensing requirements of the City shall pay a fee for registration and a fee for a card. A fee shall be charged to renew the card in each successive year. If the card is not renewed and kept current, upon application for issuance of a card the contractor shall be required to pay the registration fee as a penalty in addition to the renewal fee. State certified contractors shall only be required to obtain an occupational license. All the fees in this section may be established by resolution of the City Council.

#### **Sec.1-16. Bond required for contractors**

To be established by resolution of the City Council.

**Sec.1-17. Liability insurance required**

(A) In order to protect property owners in the City, contractors doing business in the City shall be required to carry bodily injury and property damage insurance in the amounts shown below or that which is required of contractors by the State of Florida; whichever is greater.

(1) \$50,000. -Bodily Injury and \$25,000. -Property Damage. These amounts apply to all contractors except for those regulated under Chapter 489 F.S. .

(B) Such liability insurance shall be issued by an insurance company licensed to do business in the state, shall name the City as an additional insured by endorsement and shall provide a ten-day notice of cancellation or reduction in coverage to the Building Department of the City. Evidence of insurance complying with this section shall be provided by a copy of the policy or by a certificate of insurance stating the company name; an agent or agency name; policy number; an inception and expiration date; limits of liability; that coverage is provided for the hold harmless agreement executed by the contractor; that the City is named as an additional insured by endorsement; and that the ten-day notice of cancellation or reduction in coverage will be provided.

(C) A contractor listed in subsection (a) of this section who presently carries liability insurance in the amounts stated for work preformed in the County or the State is not required to carry additional amounts of insurance required by the section.

(D) Persons engaged in occupations relating to any type construction, repair, modification, demolition, or other services in connection with any type maintenance and upkeep of buildings, equipment and facilities within the City are required to provide up to date proof of insurance or a surety bond in the amounts shown in subsection (a) of this section prior to issuance of necessary permits to proceed with work.

**Sec.1-18. Falsification as grounds for denial of Certificates**

Any falsification on an application or examination under this division shall be reason to deny the applicant a certificate of competency in the City.

**Sec. 1-19. Records**

The Director of Building and Zoning shall keep a record of the name and address of each applicant for a certificate of competency and the date of filing the application, and shall maintain a master list of qualified certificate holders furnished by the Building Official.

**Sec. 1-20. Registration of out-of-town service contractors, specialty contractors and construction industry contractors; job permit required.**

(A) All service contractors, specialty contractors and construction industry contractors whose business location is other than in the City, and who are not currently licensed to operate in the City, shall register with the City prior to commencement of any work in the City. Upon presentation of a valid occupational

license from the county or another municipality within Bay County, together with a copy of his liability insurance policy and evidence of state registration or certification, the City shall issue such contractors a registration certificate in such form as is prescribed, to be valid from the date of purchase through September 30th of the current fiscal year. The City fee requirements shall be met prior to issuance.

(B) All service contractors, specialty contractors, and construction industry contractors shall obtain a City license or registration certificate as set forth in the division prior to commencement of any work in the City. Prior to the issuance of a City license or registration certificate, each contractor and /or homeowner contractor shall execute a hold harmless agreement holding the City and its officers, agents, employees or assigns, both individually and collectively, harmless from any liability caused by the contractor or his agents, employees or assigns. This hold harmless agreement will be on a form provided by the City.

(C) Certification and registration by the Florida Construction Industry Licensing Board shall be required for general contractors, building contractors, residential building contractors, electrical contractors, plumbing contractors, mechanical contractors, swimming pool contractors, sheet metal contractors, and roofing contractor. And any others as may be required.

(D) The Building Official shall review all plans, specifications, and work proposals for compliance with existing laws and ordinances.

(E) Upon proper credentials, a contractor may obtain a job permit.

(F) An annual registration fee for all persons required to be registered with the City.

(G) All registration permits shall be sold by the City Administrator or his authorized representative, beginning September 1 of each year, shall be due and payable on October 1 of each year and shall expire on September 30 of the succeeding year. Those registrations not renewed by October 1, shall be considered delinquent and are subject to a delinquency penalty of ten percent for the month of October, plus an additional penalty of five percent for each month of delinquency there after until paid. However, the total delinquency penalty shall not exceed 25 percent of the registration fee. Any person engaging in the construction industry, as defined in this section, who requires registration with the City, shall be subject to a penalty of 25 percent of the registration fee determined to be due, in addition to any other penalty provided by law or ordinance.

**Sec.1-21. Electrical contractor qualifications**

A person shall be deemed qualified in the business of electrical contracting if he has passed a block proctored examination with a passing grade of 72 percent as master electrician, possesses a county license and shall be registered with the State Department of Business and Professional Regulation; or be certified by the State.

Such persons deemed qualified shall purchase a City occupational license for such trade. If such persons meet these qualifications and are licensed in another municipality in the County, a fee will be charged for City registration for issuance of a card of competency and which shall be renewed annually for a fee as long as card is kept up to date. Such fees are established by resolution of the City Council; State certified electrical contractors are only required to obtain an occupational license.

**Sec.1-22. Contractor qualifications**

A person shall be deemed qualified to engage in the business of any of the listed trades when they have passed a block proctored examination with a passing grade of 72 percent and/or possess a Certificate of Competency from any other city in the county and shall be registered by the State or be Certified with the State. Such persons deemed qualified shall purchase a City occupational license for such trade or be certified by the Board by way of qualifications set forth in this section. If such persons meet the qualifications and are licensed in another local municipality, fees as set by resolution of the City Council and will be charged for registration and for issuance of a card of competency; then an annual charge as long as the card is kept up to date. Exception: The trades not listed in Chapter 489 F.S. are not required to take a block exam unless the Board requires it under a resolution of such. An approved Competency Card is still required

**Sec.1-23. Certificates of Competency and other Trades.**

A. Reference Chapter 489 F.S and others. The following trades shall meet requirements set forth by the City Building Department.

- (1) Alarm Contractor
- (2) Alarm Contractor II
- (3) Building Contractor
- (4) Cabinet Contractor
- (5) Drywall Contractor
- (6) Electrical Contractor
- (7) Electrical Sign Contractor
- (8) Excavation Contractor
- (9) Flooring Contractor
- (10) Framing/Carpentry Contractor
- (11) General Contractor

- (12) HVAC. (Class A) Contractor
- (13) HVAC. (Class B) Contractor
- (14) HVAC. (Class C) Contractor
- (15) Insulation / Fireplace Contractor
- (16) Landscape Contractor
- (17) Limited Contractor
- (18) Limited Energy Systems Contractor
- (19) Marine Contractor
- (20) Masonry / Stucco / Concrete Contractor
- (21) Mechanical Contractor
- (22) Plumbing Contractor
- (23) Residential Contractor
- (24) Roofing Contractor
- (25) Sheet metal Contractor
- (26) Sign Contractor- (non-electrical)
- (27) Solar water heating Contractor
- (28) Specialty Contractor- (any specified by the City)
- (29) Storm Shutter Contractor
- (30) Surveyor Contractor
- (31) Swimming Pool/Spa Contractor
- (32) Swimming Pool/Spa Service Contractor
- (33) Tree Contractor
- (34) Trim Contractor

(35) Underground Utilities Contractor

(36) Water Filtration / Softener and Conditioning Service Contractor

(37) Window and Door Contractor

B. Upon ascertaining that the applicant for registration has satisfied all the requirements set forth for the following license.

(1) Master Electrician

(2) Master Plumber including Gas

(3) Journeyman Electrician

(4) Journeyman Plumber

**Sec.1-24. Certificate**

The Building Official shall refuse to issue a license to any person engaged in the business of electrical, plumbing, and mechanical or gas construction and installation, unless such persons hold a valid, un-revoked or un-suspended certificate of competency, or has in his regular employ a person who holds such certificates. The Building Official shall also refuse to issue to any partnership a license to engage in such business, unless such partnership has in its regular employ, or as a member, a person who holds such certificates. The Building Official shall also refuse a license to any corporation, which does not have in its regular employ a person who holds a certificate. Each license shall stand suspended during any period in which the conditions requisite to issuance of a license do not obtain.

**Sec.1-25. Permits required**

(A) No electrical wiring or extension of circuits shall be installed within or on any building or structure nor shall any alteration, repair or addition be made in any such existing wiring, devices, or equipment without first securing a permit from the building official, except as provided in subsection (b) and (c) of this section.

(B) No permit shall be required for minor repairs, such as repairing flush and snap switches, replacing fuses or circuit breakers, and changing lamp sockets and receptacles.

(C) No permit shall be required for the installation and wiring, devices or equipment for telephone, cable television or any work installed by a public utility subject to regulation as such by the State Public Service Commission or an agency of the United States.



(D) A permit for electrical construction shall be obtained from the Building Official by the person installing the work, this shall occur prior to the commencement of work.

(E) The permit when issued shall be for such installation as is described in the permit, and no deviation shall be made from the installation so described without the written approval of the Building Official.

**Sec.1-26. Permits--Exception**

(A) The construction, alteration, renovation or repair of a building, structure, pool, dock, fence, tree removal, parking area, etc., shall not be permitted or commenced within the City before a building permit has been obtained from the proper authorities.

(B) A permit shall not be required to be obtained pursuant to subsection (a) of this section for the following types of building activities:

1. Interior and exterior painting, including roof painting and wallpapering and done by a registered contractor.
2. Sheetrock repair, not replacement.
3. Exterior landscaping modifications, which are not affected by another City Code and done by a registered contractor.
4. Replacement of floor coverings if done by a registered contractor.
5. Replacement of appliances, including window air conditioners, unless an electrical connection is required other than by a common wall plug.

Permits shall be required for all other activities, which are otherwise required by the appropriate codes.

**Sec.1-27. Fees.**

All fees for general and electrical permits shall be adopted by or amended by a resolution of the City Council.

**Sec.1-28. Computation for work without a permit**

(A) Permit fees shall be in accordance with the schedules enumerated in this division, except where work without a permit is in progress or complete; in such cases, the following schedule shall apply to all work without permits or Development Orders:

1. Where it can be determined that the current owner is responsible, four (4) times the amount(s) shown in the regular schedules in the division.

2. Where it cannot be established that the current owner is responsible, double the amount(s) shown on the schedules in this division (Permits).

(B) All fees in this paragraph (A) above shall apply unless the owner or his authorized agent can produce satisfactory evidence to the director of the building department that the work was performed prior to his ownership; in such case, the double fee amount will apply.

**Sec.1-29. Expiration of permits.**

(A) Permits shall not be valid if the work is not started within 180 days after the date of issue and shall expire one (1) year from the date issued.

(B) Expired permits and development orders may be renewed at the discretion of the Building Official after a review of the previously filed documents. A plan review fee shall be assessed for the review.

**Sec.1-30. Re inspection fee.**

A re-inspection fee established by or amended by a resolution of the City Council shall be charged or assessed to any contractor, or homeowner acting as contractor, when an inspection fails to comply with the City Building Code, and a re inspection is required. The contractor or homeowner shall pay the fee before re-inspection.

**Sec.1-31. Inspection of work**

(A) All air conditioning ducts, fan vents, plumbing, and other piping work must be in place, inspected and accepted on work to be concealed before the electrical wiring is inspected, and no such wiring will be considered as completed until all such ducts, vents, plumbing, or piping is in place.

(B) Upon making an inspection of any electrical wiring or equipment, when to wiring or equipment is found to have been installed in a satisfactory manner and in accordance with the provisions of this article, the Inspector shall place a notice at the service switch or other suitable place stating that the electrical work has been inspected. If the wiring or equipment is found not to be in accordance with the provisions of this article, the Inspector shall post a certificate stating "Wiring Condemned".

(C) It shall be unlawful to conceal any electrical wiring or equipment until such wiring or equipment has been inspected and the notice posted required in subsection (b) of this section.

(D) If any electrical work or part therefore is covered before being inspected, tested and approved as provided in this article, it shall be uncovered upon the order of the Inspector, and the cost of such shall be the responsibility of the contractor or the owner.

(E) When the electrical work for which a permit has been obtained is ready for inspection, notice in writing on the forms furnished at the office of the Inspector stating the location of the work, the name of the owner, the name of the electrician to whom the permit was issued and the name of the electrician doing the work shall be given to the Inspector or his duly authorized representatives at his office.

(F) As soon as possible, exclusive of Sundays and holidays, the Inspector or his duly authorized representatives will inspect and test the work in a manner necessary to satisfy the Inspector that the work has been installed in a proper and work like manner and in accordance with the provisions of this article, and with the plans and specifications previously submitted and approved.

(G) In large and/or complicated installations the work may be inspected and tested in sections at the option of the Inspector or his duly authorized representatives.

(H) If, after the first visit to an installation pursuant to written notice, it is necessary to return to re-inspect any work because of a defect or because the work was not ready for the initial inspection, the Inspector will be required to return only on another written notice.

(I) After the completion of the work, a notice, the same as provided in this section, shall be given to the Inspector or his duly authorized representatives for a request of a final inspection. If the inspector finds that the work has been satisfactorily done, he shall issue a final Certificate of Inspection upon the request of the electrician to whom the permit was issued. The Certificate does not relieve the electrician of his responsibility for any defective work, which may have escaped the notice of the inspector.

#### **Sec.1-32. Concealment of installations**

When any part of a wiring installation is to be hidden from view by the permanent placement of parts of the building, the person doing the installing shall notify the Inspector and such parts of the wiring installation shall not be concealed until they have been inspected by the Inspector, provided that on large installations where the concealment of parts of the proceeds continuously, the person installing system shall give the inspector due notice, and inspection shall be made periodically during the progress of the work.

#### **Sec.1-33. Completion of installations; and certificates**

(A) Upon the completion of the installation of the electrical wiring, devices, and equipment, which have been authorized by issuance of a permit, it shall be the duty of the person making the installation to notify the Inspector who shall inspect the installation within a reasonable time. If the installation is found to be fully in compliance with the law and does not constitute violation, the Inspector shall issue a certificate of approval to such person for delivery to the owner authorized connection to the electrical services, the turning on the current and the use of

installation. The Inspector shall send a written notice of the connection authorization to the public utility corporation furnishing the electric service.

(B) When a certificate is issued authorizing the connecting and use of temporary work, such certificates shall be issued to expire at a stated time and shall be revocable by the inspector at his discretion. A preliminary certificate may be issued authorizing the connection and use of certain specified portions of an uncompleted installation, and such preliminary certificates are revocable at the discretion of the Inspector,

(C) If, upon inspection, the installation is found not to be fully in compliance with law, the Inspector shall forward or post for the person installing the installation a written notice stating the defect, which has been found to exist.

**Sec.1-34. Appeals from decisions of Inspector.**

When the Inspector shall condemn all or part of any installation. The owner may file an appeal in writing for review of such action with the Building Contractor's Examining Board and the Board shall determine at the next scheduled meeting whether such installation complies with the law, and render its decision accordingly.

**Sec.1-35. Connections to installations**

(A) It shall be unlawful for any persons to make connections from a source of electrical energy to any electrical wiring, devices, or equipment for the installation of which a permit is required, until a Certificate of Approval has been issued by the Inspector authorizing such connecting and the use of such wiring, devices, or equipment.

(B) It shall be unlawful for any persons to make connections from a source of electrical energy to any electrical wiring, devices, or equipment which has been disconnected or ordered to be disconnected by the Inspector or the use of which has been ordered disconnected by the Inspector until a Certificate of Approval has been issued by the Inspector authorizing the reconnection and use of such wiring, devices, or equipment.

(C) Tampering with meters or with conductors carrying un-metered current and the unauthorized breaking of utility company seals shall be unlawful. New service or existing service that has been altered or repaired shall not be connected until the utility company furnishing electricity has received an authorized inspection certificate.

(D) It shall be unlawful for any person to remove, alter, change, mar and/or deface any manufacture's name, trademark, symbol, and/or markings on any device or equipment in any installation.

**Sec.1-36. Certificates of approval**

(A) No Certificate of Approval shall be issued unless the electric light, power and heating installations are in strict conformity with the provisions of law.

(B) No certificate of approval shall be issued for any installation, which is not in strict conformity with the provisions of law.

**Sec.1-37. Construction, materials, and appliances to conform to article regulations.**

(A) All electrical construction and all materials and appliances used in connection with the installation, maintenance and operation of electrical wiring apparatus or equipment for light, heat and power within the City shall conform to such special rules and regulations as may be embodied in this article or as may be adopted as provided in this division, and shall conform with approved methods of construction for safety to life or property.

(B) All construction material used in connection with the installation of any construction related trade shall conform to such special rules and regulations as may be embodied in this article or as may be adopted as provided in this division and shall conform with ASTM approved methods of construction for safety to life or property.

**Sec. 1-38. Service equipment disconnecting means.**

(A) Each set of service entrance conductors shall be provided with a readily accessible means of disconnecting the current-carrying conductors supplied by the service from the source of supply.

(B) Main service disconnects or distribution panels shall not be located in the following locations:

- 1.Closets
- 2.Cabinets
- 3.Bathrooms
- 4.Bedrooms
- 5.Stairways
- 6.Stairwells

**Sec.1-39. Gas piping and tubing installations**

(A) Gas piping and tubing shall be installed in such a manner that it will not come in contact with electrical conductors, electrical cables and electrical conduits.

Exception (1): Electrical devices in gas lines and at utilization equipment.

Exception (2): Where metallic conduits and gas lines are bonded together.

(B) Gas piping tubing installed in accessible attic spaces and under a floor spaces shall be installed in such a manner that it will be fully visible though out its full length after the building is completed. Gas lines shall not be covered by building installation, etc.

Exception: Vertical sections run down or up to appliances or source.

**Sec.1-40. Permit, plan checking fees.**

Fees for building permits and for checking building plans shall be as follows:

(1) Permit and plan review fees as defined shall be established by a resolution of the City Council.

**Sec.1-41. Unsafe buildings-- Declared illegal and public nuisance**

All dwellings, residential buildings and structures, commercial buildings and structures, and any other buildings and structures which are unsafe, unsanitary, unfit for human habitation, or no provided with adequate egress; or which constitute a fire hazard, or otherwise dangerous to human life; or which in relation to existing use constitute hazards to safety or health by reason of inadequate maintenance, dilapidation, obsolescent, abandonment, damage from fire, storm, vandalism, criminal act or other force major events, are severely in contemplation of this section deemed to be unsafe buildings are hereby declared illegal and a public nuisance and shall be abated by repair, rehabilitation, demolition, or such other acts as are necessary to abate the public nuisance.

**Sec.1-42. Inspections**

(A) Subject to constitutional limitations, the enforcing agency is hereby authorized and directed to make inspections to determine the condition of dwelling, dwelling units, hotels, rooming houses, the premises occupied by or adjacent to such structures, including vacant lots, and the premises of business establishments located in proximity thereof.

1. The inspecting officers of the enforcing agency are hereby authorized to enter, examine and survey, at reasonable hours, all structures and premises for which minimum standards are established by this article.

2. The owner, operator, lessee occupant, or the person in charge of every dwelling, dwelling unit, hotel, and rooming house and business establishment shall give the inspecting officer free access for the propose of making such inspection, examination and survey; and, shall supply, as correctly and promptly as possible, all information requested by the inspecting officer.

(B) Inspecting officers of the enforcing agency shall be provided with official identification and shall exhibit such identification when making an inspection.

**Sec.1-43. Units unfit for human habitation and the procedure for condemnation designation. Placard and Stop Work Order removal or obstruction; Penalties.**

The designation of dwellings, dwelling units, hotels, hotel units, rooming houses and rooming units as unfit for human habitation and the procedure for the placarding and condemnation of such unfit structures and units shall be carried out in compliance with the following requirements:

1. The head of the enforcing division shall declare as unfit for human occupancy any dwelling, dwelling units, hotels, hotel units, rooming houses and rooming unit which is found to have any of the following defects:

(A) One, which is so dilapidated, damaged, decayed, unsanitary, unsafe or vermin infested that it creates a serious hazard to the health or safety of the occupants or the public.

(B) One, which lack's illumination, ventilation, or sanitary facilities adequate to protect the health or safety of the occupants or the public.

(C) One, which, because of its general condition or location, is unsanitary, or otherwise dangerous to the health or safety of the occupants or the public.

2. The head of the enforcing division shall give to the owner or person in charge of any dwelling, dwelling units, hotels, hotel units, rooming houses and a rooming unit found to be unfit for human occupancy written notice or posting to the effect that such dwelling, dwelling units, hotels, hotel units, rooming houses and rooming unit found to be unfit for human occupancy and such notice shall:

(A) Summarize the defects which serve as the basis for declaring the dwelling, dwelling units, hotels, hotel units, rooming houses and a rooming unit found to be unfit for human occupancy.

(B) Order the building, structure, or portion thereof, to be vacated within five (5) days and not re-occupied until a Certificate of Occupancy is issued by the Building Department of the City.

(C) Require the owner or person in charge of the building or premises, within fifteen (15) days from the date of the notice, to commence either the necessary repairs or improvements or the demolition or removal of the building structures or parts thereof.

(D) Stipulate that a permit as required by the building code be obtained prior to the start of any repairs, improvements, demolition, or removal of the building or structure and that all work covered by the permit that shall be completed within ninety (90) days from the date thereof, unless otherwise stipulated by the head of the enforcing division.

(E) Inform the person on whom the notice is served of his right to apply for, within fifteen (15) days, a hearing by the Special Master.

3. Proper notice of such shall be by personal service upon the owner of record, if he shall be found. If the person addressed with such notice shall be sent by certified mail to the last known address of such person, and a copy of the notice shall be posted in a conspicuous place on the premises, and such procedure shall be deemed the equivalent of personal service.

4. In addition to giving the notice, the head of the enforcing agency shall placard, or cause to be placarded, dwelling, dwelling units, hotels, hotel units, rooming houses and rooming unit found to be unfit for human occupancy.

(A) The placard shall be signed by the head of the enforcing division and posted in a conspicuous place on the premises. It shall be red in color and contain the following script: "These premises not fit for human occupancy and, in the opinion of the undersigned, unsafe. Notice has been given and these premises shall not be used or occupied. This placard shall not be removed except by an authorized representative of the Enforcing agency."

(B) No person, except a representative of the enforcing division, shall deface or remove the placard from any premises, which have been declared and placarded as unfit for human habitation.

(C) The head of the enforcing agency shall order the placard removed whenever the defect or defects upon which the placarding action was based have been eliminated.

5. Whenever any premises are designed as an unfit for human habitation, as provided in this article, the enforcing division shall determine the relationship of the cost necessary to correct the violation to the value of the building.

(A) If the cost of the corrective measures to be taken exceeds fifty (50) percent of the value, based on current replacement cost less reasonable depreciation, such building shall be demolished and removed.

(B) If the cost of the corrective measures does not exceed fifty (50) percent of the value, based on current replacement cost, less reasonable depreciation, such building may be repaired, renovated, or otherwise made to comply with the requirements of this article.

6. The removal, defacement, blocking, or obstruction by visual methods or otherwise of any Placard or Stop Work Order that has been posted anywhere for anything shall be a violation of City Ordinance and punishable as defined in the City Code.

#### **Sec. 1-44. Enforcement orders and appeals**



(A) Every Enforcement Order of the Board or the Special Master shall be final, subject to the right of any aggrieved party, including the City or the violator, to appeal a final administrative order of the Board or the Special Master to the Circuit Court of the Fourteenth Judicial Circuit of Bay County in and for City of Mexico Beach, Florida. Such an appeal shall not be a hearing de novo, but shall be limited to appellate review of the record created before the Board or the Special Master. An appeal shall be filed within thirty (30) days of the execution of the Order to be appealed.

(B) Every Enforcement Order of the Board or the Special Master shall have the force of the law, shall be in writing, shall include findings of fact and conclusions of law, and if an order of the Board, shall indicate the vote upon the order.

(C) Every Enforcement Order shall be signed by the chairperson, or in his absence, the vice chairperson, and shall be filed in the office of the City Clerk. A copy of the signed order shall be sent by certified mail, return receipt requested or, where certified mailing would not be effective, by regular mail, hand delivery by a City Police Officer, or Code Enforcement Officer to the violator. The filing of any Order shall be made at the Bay County Clerks Office.

**Sec.1-45. Re inspection; unsafe installations**

The Inspector shall periodically make a thorough re-inspection of the installation of all electrical wiring, electrical devices, and electrical equipment now installed or that may hereafter be installed within the City. When the installation of any wiring devices or equipment is found to be dangerous or unsafe condition, the person owning, using, or operating such devices or equipment shall be notified in writing or posting and shall make the necessary repairs or changes to place such wiring, devices, or equipment in safe condition and have such work completed within the period specified by the Inspector in such notice. The Inspector is hereby empowered to disconnect or order the discontinuance of electrical service to any wiring, meter, devices, or equipment found to be defect until the installation of such wiring, meter, devices, or equipment has been made safe as directed by him. The City and Inspector shall be held harmless for any loss of damages that might occur from disconnecting of electrical service at any location.

**Sec.1-46. Wind borne debris region.**

(A) Establishment. There is hereby-established a “Wind-Borne Debris Region” as all land within the corporate limits of the City.

(B) Purpose. In order to assure proper methods for new construction and/or repair of existing buildings and structures, the Wind-Borne Debris Region has been established to provide an easily recognized region, wherein buildings constructed within said region must be either designed for internal pressures that may result inside a building when a window or door is broken or a hole is created in the walls or roof by large debris, or be designed with protected openings, pursuant to Chapter 16 Florida Building Code, 2001, FS Ch.553.

**Sec. 1-47. Sanitary facilities'**

A portable sanitary facility shall be supplied to a new construction site within the City after the initial grading has been completed and before the foundation work is begun. Such portable sanitary facility shall be maintained at the site in an inconspicuous location until after the hookup of the interior sanitary facilities the portable unit shall be kept maintained on a regular basis to avoid a public nuisance to neighboring residence or others.

**Sec. 1-48. Damages to public and private property**

Builders or persons within the City shall be held responsible for damages caused by them to public and private property in pursuit of the construction project, and shall immediately notify the City to take the necessary steps to repair or replace any damaged property.

**Sec.1-49. Recognition of County permits in annexed area.**

(A) Whenever, on or prior to the date of annexation, a building or other construction permit has been or shall have been validly issued by the county for construction or other work to be done in the area which, subsequent to the issuance of such permits (or on the date of the issuance of such permits), was or shall have been annexed by the City, the City shall recognize as valid such permits, and all work that might have been started and completed pursuant to such permits shall be permitted to proceed to conclusion, notwithstanding the certain requirements of the City may be different from those of the County under which such permit was or shall have been issued.

(B) The extent to which such City permit shall be recognized by the City shall be the same extent only as would have been the case under City regulations.

(C) The fact that a developer or owner may have commenced a project but has or shall have secured permits for only some of the contemplated houses in such projects shall not permit any houses to be commenced beyond the exact number for which the County permit has been issued on or prior to the day of annexation.

(D) In the event a permit has been or shall have been validity issued by the county for any type of construction or work on prior to the date of annexation by the City and in connection with such work additional permits are required either under the County procedures or under the City requirements, all such additional permits, the need for same, their issuance and administration shall proceed under the County regulations; and the fact that the main or basic permit has been or shall have been issued by the County shall entitle all applicants for permits in the connection with the completion of the construction or other work on the same premises to proceed as fully as they otherwise would have done in the event annexation has not or shall not have, taken place, except that all inspections assure compliance with the requirements under the permits so issued by the County, as well as the City, shall be performed by and to the satisfaction of the Building Inspector; provided however,

that nothing in this section shall be interpreted to provide any recognition for any renewal or extension of a County permit after the date of annexation as the recognition provided in this section shall apply to an original permit only.

**Sec. 1-50. Ground drainage for residential buildings.**

(A) All residential properties in the City shall be graded or filled so that the property drains towards a permanent storm drainage, street, or permanent body of water prior to construction of improvements thereon, in order to eliminate flooding due to sudden and heavy rainfall.

(B) Drainage facilities shall be designed so as to retain the first inch of runoff onsite and post development runoff shall not exceed the pre-development runoff rate for a 25-year storm event, up to and including an event with a 24-hour duration. Channeling storm water runoff directly into water bodies, coastal wetlands, living marine resource habitats and located near an estuary or estuarine systems or other water bodies within the City limits shall be designed so that the shorelines are sinuous rather than straight and so that water/land interfaces are curvilinear and maximize space for growth of littoral vegetation.

(C) The developer or owner shall use swale drainage to the maximum extent possible, except where it is physically unfeasible as determined by the public works director. If feasible, perforated pipe shall be used for infiltration purposes in situations where piping is necessary.

(D) If section (A), (B), (C) are strictly adhered to and approved by the City Officials then the property will be exempt from the regulation that requires gutters and downspouts.

**Sec.1-51. Conflicts of law.**

In the event of a conflict between any of the provisions of the publications adopted by reference in this division, and a provision of any technical code or standard applicable to the City or adopted by the City, or between such publications, the stricter or higher standard shall control.

**Sec. 1-52. Disclaimer.**

The City hereby disclaims any responsibility for insuring that construction, remodeling and additions on real property meet the minimum requirements of the City Building Code in that construction permits and inspections are a matter of service to the public and not intended as a guarantee that construction under permits issued by the City meets the minimum requirements of the City's Building Code.

**Sec.1-53. Immunity from prosecution.**

The City Administrator, Director of Land Use, Code Enforcement Officer, Public Works Director, and approved wrecker staff acting under the direction of a Director

or a Code Enforcement Officer are immune from prosecution, civil or criminal, for reasonable, good faith trespass upon real property while in the discharge of duties imposed in The Code.

**These Codes shall be enforced at the option of the City, by City officials hired or appointed; or by appointed County officials; or by contract with an appointed agency or professional group authorized and trained to perform such enforcement measures; or a combination of any of these alternatives.**

**SECTION 2. All Ordinances or parts of Ordinances thereof in conflict with the provisions of this Ordinance are hereby repealed.**

**SECTION 3. Violation: Any person or persons violating this Ordinance are subject to the maximum penalties as prescribed by law.**

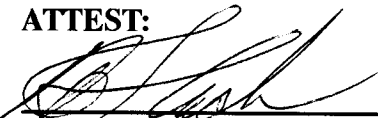
**SECTION 4. This Ordinance shall become effective immediately upon passage pertaining to all contractors, except for the provisions and contract services provided for by Bay County Builders Services and the parts thereof regulating State Certified and County Registered contractors only. These parts shall be brought forth and effective upon a resolution by the City Council.**

**INTRODUCED at a regular meeting of the City Council on the 12<sup>th</sup> day of August, 2003, and ADOPTED by the City Council on the 9<sup>th</sup> day of September 2003.**

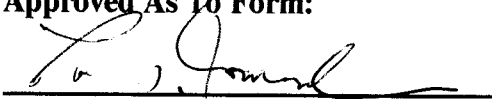
**CITY OF MEXICO BEACH, FLORIDA**

  
\_\_\_\_\_  
**Kathy Kingsland, Mayor**


**ATTEST:**

  
\_\_\_\_\_  
**Henry Flack, City Clerk**

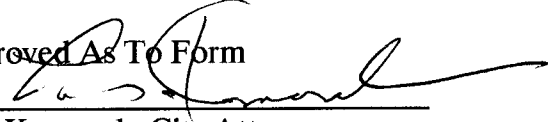
**Approved As To Form:**

  
\_\_\_\_\_  
**Paul Komarek, City Attorney**

CITY OF MEXICO BEACH, FLORIDA

  
Kathy Kingsland, Mayor

ATTEST:   
Henry Flack, City Clerk

Approved As To Form  
  
Paul Komarek, City Attorney