



*City of Coral Gables  
Construction Regulation Board  
Annual Report for 2022 -2023*

Board Members:

Anthony Bello  
Andres Correa  
Sean Mc Grover  
Carmen Olazabal  
Felix Pardo  
Ignacio Permuy  
Monique Selman

Secretary:

Virginia Goizueta

Approved by the  
Construction Regulation Board by  
and on:

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The annual report of the Construction Regulation Board for the year 2022-2023 must set forth the following information.

1. Whether the Board is serving the purpose for which it was created.

The Board is serving the purpose for which it was created.

2. A list of the Board's major accomplishments:

| Months    | # of Meetings | # of Items | Matters Addressed   | Action   |
|-----------|---------------|------------|---|--|
| October   | 0             | 0          | No meeting  | No meeting   |
| November  | 1             | 7          | Approval of Minutes, Building Recertification & Unsafe Structures | Minutes approved; Board Orders issued for compliance, Recertification extensions, daily fines issued for non-compliance. |
| December  | 0             | 0          | No meeting  | No meeting   |
| January   | 1             | 10         | Approval of Minutes, Building Recertification                     | Minutes approved; Board Orders issued for compliance, Recertification extensions, daily fines issued for non-compliance. |
| February  | 0             | 0          | No meeting  | No meeting   |
| March     | 1             | 12         | Approval of Minutes, Building Recertification                     | Minutes approved; Board Orders issued for compliance, Recertification extensions, daily fines issued for non-compliance  |
| April     | 1             | 4          | Approval of Minutes, Building Recertification                     | Minutes approved; Board Orders issued for compliance, Recertification extensions, daily fines issued for non-compliance  |
| May       | 0             | 0          | No meeting  | No meeting   |
| June      | 0             | 0          | No Meeting  | No meeting   |
| July      | 1             | 5          | Approval of Minutes, Building Recertification                     | Minutes approved; Board Orders issued for compliance, Recertification extensions, daily fines issued for non-compliance  |
| August    | 0             | 0          | No meeting  | No meeting   |
| September | 1             | 5          | Approval of Minutes, Building Recertification                     | Minutes approved; Board Orders issued for compliance, Recertification extensions, daily fines issued for non-compliance  |

- Provided an avenue for the City to obtain compliance on structures deemed “dangerous or unsafe.”
- Brings into compliance the structures which are delinquent in building recertifications.
- Continues to meet throughout the year.
- Brings contractors into compliance of open permits.

3. Whether the Ordinance creating the Board should be amended to better enable the Board to serve the purpose for which it was created.

The ordinance is adequate for its intended use.

4. Whether the Board’s membership should be modified.

The membership requirements are adequate for its intended use.

5. The cost, both direct and indirect, of maintaining the committee.

**COST OF MAINTAINING THE BOARD**

| STAFF COST                | PROFESSIONAL SERVICES<br>(Court Reporting, Secretarial<br>Services, outside council) | ADVERTISING COST |
|---------------------------|--|------------------|
| \$29,111.24               | \$ 9,312.50  | N/A              |
| <b>Total \$ 38,423.74</b> |  |                  |

6. A report on authorized fund raising, bank accounts and grant applications and approvals.

The Construction Regulation Board does not do fundraising or have any bank accounts or grants.

Respectfully Submitted,

Construction Regulation Board

C. Billy Y. Urquia, City Clerk

### Calculation Page

| Construction Regulation Board                   |   |                         |                                |  |                               |                     |
|---|---|-------------------------|--------------------------------|--|-------------------------------|---------------------|
| YEARLY COSTS/EXPENSE BREAKDOWN FOR CITY'S BOARD |   |                         |                                |  |                               |                     |
| Name of Employee                                | #<br>of hours of<br>meeting<br>preparation<br>(monthly) | Secretarial<br>Services | Average<br>meeting<br>duration | Employee<br>salary +<br>Benefits x<br># of hours | Meetings<br>for 2022-<br>2023 | Total               |
| Virginia Goizueta                               | 40  | N/A                     | 2                              | \$   | 6                             | \$ 22,735.44        |
| Jill Menendez                                   | 0   |                         |                                | \$   | 6                             | \$ 809.04           |
| Manuel Lopez                                    | 1   |                         |                                | \$   | 6                             | \$ 1,986.84         |
| Hector Vasquez                                  | 0   |                         |                                | \$   | 6                             | \$ 1,340.88         |
| Cristina Suarez                                 | 2   |                         |                                | \$   | 1                             | \$ 492.44           |
| Stephanie<br>Throckmorton                       | 2   |                         |                                | \$   | 5                             | \$ 1,746.60         |
| Alexander<br>Palenzuela<br>(Outside Counsel)    | -   |                         |                                | -  | 6                             | \$ 6,662.50         |
| Secretarial Services                            | -   | 300-475                 | -                              | -  | 6                             | \$ 2,650.00         |
|   |   |                         | -                              | <b>TOTAL: \$</b>                                 |                               | <b>\$ 38,423.74</b> |

| Meetings held in 2022/2023 |   |                 |   |
|----------------------------|---|-----------------|---|
| October, 2022              | 0 | April, 2023     | 1 |
| November, 2022             | 1 | May, 2023       | 0 |
| December, 2022             | 0 | June, 2023      | 0 |
| January, 2023              | 1 | July, 2023      | 1 |
| February, 2023             | 0 | August, 2023    | 0 |
| March, 2023                | 1 | September, 2023 | 1 |
| <b>Total Meetings = 6</b>  |   |                 |   |