

## **MINUTES**

### **CHARLOTTE COUNTY CONSTRUCTION INDUSTRY LICENSING BOARD 18500 Murdock Circle, Room 119, Port Charlotte, Florida 33948**

**April 3, 2025, at 4:00 pm**

**Charlotte County Board of County Commissioners does not discriminate because of disability. This nondiscrimination policy involves every aspect of the County's functions, including access to and participation in meetings, programs, and activities. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Security Desk, Building A of the Murdock Administration Complex. Anyone needing other reasonable accommodation or auxiliary aids and services please contact our office at 941.743.1381, TDD/TTY 941.743.1234, or by email to [David.Lyles@charlottecountyfl.gov](mailto:David.Lyles@charlottecountyfl.gov).**

#### **A. CALL TO ORDER & OPENING STATEMENT**

**Charles Hackbarth, Chairman calls meeting to order at 4:00PM**

- This meeting of the Charlotte County Construction Industry Licensing Board is now called to order. This board is responsible for certain contractor licensing requirements and for conducting discipline hearings to determine the validity of alleged violations brought forth by the County.

#### **B. ROLL CALL**

By: Tammy Breden, Clerk to the Board  
Kevin Correll  
Michael Melton  
Brian Midolo  
Charles Hackbarth  
Christopher Knight  
Dianne Quilty  
Michael LaPorta  
Jeffrey Lustig  
John Donlon

#### **NOT PRESENT:**

Christopher Knight  
Brian Midolo

#### **STAFF PRESENT:**

Robert Bernsston, Board Attorney  
Jean Stasio, Assistant County Attorney  
Shawn Horton, Code Enforcement & Licensing Manager  
Gail Gursky, Supervisor, Code Compliance  
Shawn McNulty, Community Development Building Official  
Tom Atkinson, Certified Code Compliance Officer  
Kenneth Garcia, Certified Code Compliance Officer  
Tammy Breden, Senior Administrative Assistant and Clerk to the Board

**C. NEXT MEETING DATE**

June 5, 2025, at 4:00 pm

**D. APPROVAL OF MINUTES**

**MOTION to approve February 6, 2025, minutes:** Michael Laporta made motion to approve minutes from February 6, 2025, Kevin Correll seconds.

**Motion carries 7:0.**

**E. AGENDA CHANGES**

**Jean Stasio; Assistant County Attorney:**

**F. SWEARING IN OF ALL THOSE GIVING TESTIMONY**

**By: Tammy Breden, Clerk to the Board:** administered oath to those who gave testimony.

**G. CONSENT – AFFIDAVITS OF NONCOMPLIANCE FINES**

All matters listed under this item are routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a member of the Board, that item(s) will be removed from the Consent Agenda and considered separately. **Upon Board approval of the Affidavits of Noncompliance, each case will be assessed with an additional \$20.00 for the cost.**

	Citations				
	Name	CIT No.	Case #	Amount	Officer
1	Jose Arles Valdiva-Soza	5563	CIT-24-00048	\$1,000	KG

**MOTION:** Kevin Correll motioned to accept the fines as stated on Affidavit of Non-Compliance. John Donlon seconds. **Motion carries 7:0.**

**H. REINSTATEMENT CASES none**

**I. DISCIPLINE CASES none**

**J. OLD BUSINESS none**

**K. NEW BUSINESS none**

**L. REPORT FROM THE LICENSING MANAGER**

Shawn Horton, Community Development, Code Enforcement & Licensing Manager  
Business as usual since the last hearing.  
New officer Daryl Dillow  
100 Pro Active contacts in the field  
12 citations  
250 Phone Calls  
50 Front Desk, Face to Face Appointments  
11 contract cases opened with 2 closed due to no evidence

**M. REPORT FROM THE BUILDING DEPARTMENT**

236 Single Family  
49 Babcock Ranch  
3345 permits for the month of March  
Working with code on special magistrate cases

Charles Hackbarth- let record show Dianne Quilty is present at the hearing

**N. REPORT FROM THE ASSISTANT COUNTY ATTORNEY** today is my last hearing. David

Moscoso will be new assistant attorney for hearings

**O. BOARD ATTORNEY COMMENTS** Thank you Jean for all your help

**P. REPORT FROM CONSTRUCTION INDUSTRY LICENSING BOARD MEMBERS**

Dianne Quilty apologized for being late

**Q. ADJOURNMENT**

**Motion to adjourn:** Michael Melton and Dianne Quilty seconds

**Motion Carries 7:0**

**Chairman adjourned at 4:12 pm**

CHARLOTTE COUNTY  
CONSTRUCTION INDUSTRY LICENSING BOARD  
MINUTES April 3, 2025  
READ AND APPROVED on June 5, 2025

  
Michael Melton, Co- Chairman  
PRO-TEM

ATTEST:

  
Tammy Breden

Sr. Administrative Assistant  
Community Development Department  
Code Enforcement and Contractor Licensing Division

Complete files of all cases, as well as taped recordings of all proceedings of this meeting are kept in the Community Development Department and are available to the public.

Any person who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceedings are made, which record includes the testimony and evidence upon which the appeal is to be based.