

**Charlotte County Board Of County Commissioners
Agenda Item Summary**

Item Number: I- 1

1 DEPARTMENT MAKING REQUEST

Economic Development

2 MEETING DATE

9/9/2014 9:00:00 AM

3 REQUESTED MOTION/ACTION

Approve the reappointment of Gloria Walberg, Charlotte County Community Development Licensing & Code Compliance, to the Enterprise Zone Development Authority.

4 AGENDA

Consent

5 IS THIS ITEM BUDGETED (IF APPLICABLE) - No

Budget Action

No action needed.

Financial Impact Summary Statement

No impact.

Detailed Analysis Attached - No

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

The Board of County Commissioners approved Resolution 12-059 which established the Enterprise Zone Development Authority. On October 16, 2012 the BCC approved the appointment of Enterprise Zone Board Member, Gloria Walberg whose term expires on October 15, 2014. Since her appointment to the Enterprise Zone Development Authority, County or City Code Enforcement Officer seat, Ms. Walberg participated in 9 out of 10 meetings.

ATTACHMENTS:

Name:

Description:

Type:

[Gloria Walberg Resume.pdf](#)

Gloria Walberg Resume

Cover
Memo

GLORIA WALBERG

I have worked for Code Compliance since **May of 2003** to the present date, below is my job description which may be helpful if I would be elected to be a member of this Board.

The goal of Code Compliance is compliance with the laws. The most preferred method is voluntary compliance. All of the division's efforts are focused on that issue. The "laws" for the purposes of this Division are Chapter 3-9 Zoning Regulations of the Charlotte County Code of Laws and Ordinances and certain Florida Statutes. The division has the ability to issue citations and present violations to the Code Enforcement Board (CEB). The CEB hears the case in a "quasi-judicial" process and then determines if the violation exists. They can also assess fines and recommend that liens be placed based on their determinations.

Code Compliance deals with all aspects of residential and commercial zoning compliance. Most of our work is derived from violations on private properties. Some zoning code issues addressed are; junk like conditions, abandoned motor vehicles, abandoned water craft, tall grass, setback requirements, permitting requirements, fence inspections, landscape inspections (commercial and residential), sign inspections, commercial changes of occupancy, verifying home occupations, and much more.

Code Compliance must adhere to Florida Statutes requiring "due process". Time delays occur while certified mail is being delivered or, in the event of a "missing" property owner, properties are posted with a notice of a CEB hearing. During these delays, it is possible that nothing will occur at the location of the violation. It may appear that Code Compliance is taking no action and that would not be the case. The Division minimizes this perception by staying in touch with the complainant whenever practicable and keeping the office staff current on the progress of all cases. Feel free to call the office to check on the progress of a case.

Prior to joining Code Compliance, on **May 18, 1998** I joined Charlotte County Government workforce as a CSR II with Building Construction Services taking requests for inspections and scheduling the appropriate inspections and assigning them to the Building Inspectors. Once the inspections were completed, the Inspectors would relay the information back to me and I would update the computer system with the results. I also kept all the records of trees and landscaping for the Code Compliance Dept. and distributed them when their inspections were required.

During this time period I would also obtain building complaints and distribute those to the appropriate person for review.

TRAINING:

March 17, 2006.... I attended a training class: Federal Laws Impacting County.

July 11, 2006....I took a review class in the Florida Dept. of Environmental Protection Stormwater, Erosion, and Sedimentation Control.

December 11-16, 2006...I attended Level II classes.

January 2007...I cross trained (3) Zoning Techs to give them knowledge of my job.

February 1, 2007... I completed Single Family tree inspection manual including Barricade inspection.

March 8, 2007...I completed a Courtesy Calling Seminar

March 22, 2007... I completed an Innovations Seminar.

March 23, 2007...I completed a course in Identifying Drug Sites

March 25, 2008... I completed a cross references for inspection manual.

March 31, April 1, 7, 8 & 17, 2008 ... I have completed my cross training with Environmentalist Jamie Scudera. I have observed the procedure for plans review of a permit, site inspections when necessary, submitting global locations for Gopher Tortoises. I also observed a DRC meeting.

September 2008... I have completed the reference manual for Commercial Inspections for Trees, Landscape & Zoning.

October 3, 2008 ... I attended the Florida Chapter ISA - Florida Tree Nursery Grades & Standards Workshop

May 6, 2009...I gave a presentation to the Master Gardeners explaining what is detailed in conducting tree, landscape & zoning inspections.

June 15, 2009...I completed the Prohibited Trees Brochure.

March 1, 2010...I completed the Defensive Driving Training course.

November 10, 2010...I completed the course for Basics of Fundamental Zoning.

June 2011... I became a member of LAIF (Landscape Inspectors Association of Florida)

September 26, 2011... I satisfactorily completed the OFFICER SAFETY AND FIELD APPLICATIONS COURSE (Level IV) and received my certificate #0197.

September 28, 2011...I attended a TREE APPRAISAL WORKSHOP to determine the value of roadside vegetation and what or what not to discuss in court.