

Broward County Board of Rules and Appeals Meeting Agenda

August 14, 2025 | Time: 7:00 PM

Zoom Meeting Information:

<https://broward-org.zoomgov.com/j/1611936471>

Meeting ID: 161 193 6471

- I. **CALL MEETING TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL OF AGENDA**
- IV. **APPROVAL OF MINUTES** – July 10, 2025, Board Meeting
- V. **PUBLIC COMMENT (Except public hearing items on this agenda)**
Public comments are limited to 3 minutes.
- VI. **CONSENT AGENDA**

1. **Certifications – Staff Recommended**

CITY OF CORAL SPRINGS/PARKLAND

Matos, Bruno, Assistant Fire Marshal

CITY OF HOLLYWOOD

Hofle, Marcy, Fire Code Official

CITY OF LAUDERDALE LAKES

Dube, Hubert, Electrical Inspector – Temporary 120-Day

CITY OF LIGHTHOUSE POINT

Palmisano, Nicholas, Fire Plans Examiner

CITY OF MIRAMAR

Hechavarria, Carlos, Fire Inspector

Tate, Daniel, Fire Plans Examiner

CITY OF PLANTATION

Contreras, Rafael A., Jr., Structural Plans Examiner – Provisional

Zingale, Frank A., Fire Code Official

CITY OF SOUTHWEST RANCHES

Guanche, Steve, Chief Electrical Inspector

COUNTYWIDE

Cantero, Arthur, Structural Inspector

Escalante, Graciela M., Structural Plans Examiner

Hernandez, Gustavo, Electrical Inspector

Rodriguez, Alexander, Electrical Plans Examiner

Stegman, Benjamin J., Mechanical Plans Examiner

Sylvestri, John A., Structural Inspector

Sylvestri, John A. Structural Plans Examiner

VII. REGULAR AGENDA

1. **Second Reading of the Proposed Modification to the Florida Building Code, Broward County Administrative Amendments, 8th (2023) Edition, Section 110.3.13, Virtual Inspections**
 - a. Staff Report
 - b. Board Questions
 - c. Public Hearing
 - d. Board Action
2. **Second Reading of the Proposed Modifications to the Broward County Administrative Amendments to Chapter 1 of the Florida Building Code, Section 107.3.4, Related to Requirements for Professional Design**
 - a. Staff Report
 - b. Board Questions
 - c. Public Hearing
 - d. Board Action
3. **Contract Renewal for Administrative Director**
 - a. Staff Report
 - b. Board Questions
 - c. Board Action
4. **Director's Report**
5. **Attorney's Report**
6. **Committee Reports**
7. **General Board Member Discussion**
8. **Adjournment**

If a person desires to appeal any decision with respect to any matter considered at this meeting, such person will need a record of the proceedings and, for this reason, such person may need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is to be based (FS Sec.286.0105).

Board Members: If you cannot attend the meeting, please contact Dr. Barbosa at 954-931-2393 between 6:00 PM and 7:00 PM.

July 10, 2025
Board Meeting Minutes

Broward County Board of Rules and Appeals

Meeting Minutes, July 10, 2025

I. CALL MEETING TO ORDER

Chairman Kamm called a published virtual meeting of the Broward County Board of Rules and Appeals to order at 7:00 PM.

II. ROLL CALL

R. Art Kamm, Chairman	Stephen E. Bailey, Vice Chairman
Eduard Badiu	Gregg D'Attile
Peter Deveaugh	Jeff Falkanger
Steven Feller	Sergio Pellecer
Michael Rada	Anthony Salgado
Dennis Ulmer	Derek Wassink
Lynn Wolfson	

III. APPROVAL OF AGENDA

Mr. D'Attile made a motion to approve the agenda, and Mr. Feller seconded the motion. The motion passed by unanimous vote.

IV. APPROVAL OF MINUTES – May 8, 2025, Board Meeting

Mr. Feller made a motion, and Mr. Badiu seconded the motion to approve the May 8, 2025, minutes, as submitted. The motion passed by unanimous vote.

Dr. Barbosa announced and welcomed the new Board members: Anthony Salgada, Michael Rada, and Scott Taggart, as well as Dr. Eduard Badiu, Derek Wassink, and Jeff Falkanger, who were moved from alternate Board members to voting Board members.

V. PUBLIC COMMENT (Except public hearing items on this agenda) - none

Public comments are limited to 3 minutes.

VI. CONSENT AGENDA

1. Certifications – Staff Recommended

Mr. Feller made a motion, and Mr. Falkanger seconded the motion to approve the certifications as recommended by staff. The motion passed by a unanimous vote.

VII. REGULAR AGENDA

1. Second Reading of Proposed New Code Sections of the Broward Local Fire Code F-104.2.1, Certification of Assistant Fire Marshal, and F-107.4, In-Progress (Rough) Inspections. Update F-123.2 and F-123.4 to reflect the correct NFPA 96-2021 Code Section.

a. Staff Report

Dr. Ana Barbosa, Administrative Director, noted that the first reading was held on May 8th. This evening is the public hearing.

b. Public Hearing – none

c. Board Questions

There was a brief discussion concerning inspection responsibility for cooking ventilation systems in response to Mr. Deveaugh.

d. Board Action

Mr. Deveaugh made a motion, and Dr. Badiu seconded the motion to approve the amendments on second and final reading. The motion passed by unanimous vote.

2. First Reading of the Proposed Modification to the Florida Building Code, Broward County Administrative Amendments, 8th (2023) Edition, Section 110.3.13, Virtual Inspections.

a. Staff Report

Mr. Rolando Soto, Chief Mechanical Code Compliance Officer, noted that staff were asked at the May 8th Board meeting to present a code amendment concerning virtual inspections. The change presented would align the Broward County Code with Florida Statutes. Also, staff are recommending voluntary guidelines based on an ICC (International Code Council) document to promote countywide consistency and facilitate the implementation of virtual inspections. Staff also recommends a voluntary Notice of Consent for virtual inspections for countywide consistency.

b. Board Questions

Mr. D'Attile felt there were many more procedures than what was provided in the state statutes. Mr. Soto indicated that the Guidelines are voluntary. Mr. D'Attile was opposed to the Guidelines and Notice of Consent.

Mr. Deveaugh understood that the statute allows it at the discretion of the AHJ (Authority Having Jurisdiction). If the AHJ allows it, the guidelines are for the AHJ to follow. Mr. Soto agreed with Mr. Deveaugh's assessment and said that the voluntary guidelines were added to help municipalities if they decide to perform virtual inspections.

Dr. Barbosa explained that this allows building departments to perform virtual inspections, which are already allowed for private providers. The guidelines are for the building department, not the contractor.

Mr. Bailey felt that there was some redundancy in the guidelines. Mr. Soto explained that the inspector has the authority to decide if a particular inspection should be conducted in person.

Mr. Soto clarified that private providers are not required to comply with the Guidelines and Notice of Consent.

Mr. Rada commented that he conducted many inspections for the City of Pompano Beach. He believed that when a virtual inspection is two-dimensional, it increases the probability of error, although it is useful in some cases. It seems that the path is toward less stringent standards. Mr. Soto emphasized that the guidelines and the code amendment are separate. Mr. Deveaugh pointed out that the four options for virtual inspections have been removed, and everything is subject to the discretion of the AHJ. Chairman Kamm noted that it is also the state statute. Mr. Soto concurred.

c. Board Action

Mr. Bailey made a motion, and Mr. Feller seconded the motion to approve the code amendment as presented on the first reading. The motion passed by unanimous vote.

3. **Proposed Modifications to Broward County Administrative Amendments to Chapter 1 of the Florida Building Code, Sections 107.1, 107.3.4, and 202; Related to Requirements for Professional Design.**

a. Staff Report

Dr. Ana Barbosa, Administrative Director, presented Mr. Jack Butler's request for this code modification. Staff recommends denial of the modification. Mr. Butler's proposal did not recognize Broward County's geographic location in the High-Velocity Hurricane Zone. It would also remove the building official's authority to require a professional designer in certain circumstances. However, the staff recommends changes in Section 107.3.4. This proposal will align the Broward County Administrative Amendments with Florida statute.

b. Board Questions - none

c. Board Action

Dr. Badiu made a motion, and Mr. Deveaugh seconded the motion to deny the code modifications proposed by Mr. Jack Butler. The motion passed by a vote of 12-1, with Mr. Falkanger voting no.

Mr. D'Attila made a motion, and Mr. Deveaugh seconded the motion to approve the changes to Section 107.3.4, Requirements for Professional Design on first reading. The motion passed by unanimous vote.

4. **Director's Report**

Dr. Barbosa advised that Appeal #25-02, which was referred to the Ad Hoc Committee, has been postponed until the end of September and will, therefore, be scheduled for the October Board agenda.

She also noted her upcoming vacation leave.

5. **Attorney's Report** - none

6. **Committee Reports** - none

7. **General Board Member Discussion** - none

8. **Adjournment**

The meeting adjourned at 7:38 PM.

Consent Agenda:

Item 1

CITY OF CORAL SPRINGS/PARKLAND

Matos, Bruno, Assistant Fire Marshal

CITY OF HOLLYWOOD

Hofle, Marcy, Fire Code Official

CITY OF LAUDERDALE LAKES

Dube, Hubert, Electrical Inspector – Temporary 120-Day

CITY OF LIGHTHOUSE POINT

Palmisano, Nicholas, Fire Plans Examiner

CITY OF MIRAMAR

Hechavarria, Carlos, Fire Inspector

Tate, Daniel, Fire Plans Examiner

CITY OF PLANTATION

Contreras, Rafael A., Jr., Structural Plans Examiner – Provisional

Zingale, Frank A., Fire Code Official

CITY OF SOUTHWEST RANCHES

Guanche, Steve, Chief Electrical Inspector

COUNTYWIDE

Cantero, Arthur, Structural Inspector

Escalante, Graciela M., Structural Plans Examiner

Hernandez, Gustavo, Electrical Inspector

Rodriguez, Alexander, Electrical Plans Examiner

Stegman, Benjamin J., Mechanical Plans Examiner

Sylvestri, John A., Structural Inspector

Sylvestri, John A. Structural Plans Examiner

Regular Agenda: Item 1



Broward County Board of Rules and Appeals

1 N. University Drive Suite 3500B, Plantation, FL 33324

broward.org/CodeAppeals | 954-765-4500 | rulesboard@broward.org

TO: Members of the Broward County Board of Rules and Appeals

FROM: Administrative Director

DATE: August 14, 2025

RE: Second Reading of the Proposed Modification to the Florida Building Code, Broward County Administrative Amendments, 8th (2023) Edition, Section 110.3.13, Virtual Inspections.

On July 10, 2025, the Board of Rules and Appeals approved the first reading for the Proposed Modification to the Florida Building Code, Broward County Administrative Amendments, 8th (2023) Edition, Section 110.3.13, Virtual Inspections. The proposal is now presented for a second reading and public hearing.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "A. Barbosa", written over a horizontal line.

Dr. Ana C. Barbosa



Broward County Board of Rules and Appeals

1 N. University Drive Suite 3500B, Plantation, FL 33324

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TO: Members of the Broward County Board of Rules and Appeals

FROM: Chief Mechanical Code Compliance Officer

DATE: July 10, 2025

RE: First Reading of the Proposed Modification to the Florida Building Code, Broward County Administrative Amendments, 8th (2023) Edition, Section 110.3.13, Virtual Inspections.

Recommendation

It is recommended that the Broward County Board of Rules and Appeals approve, by vote, the First Reading of the Proposed Modification to the Florida Building Code, Broward County Administrative Amendments, 8th (2023) Edition, Section 110.3.13, Virtual Inspections, and approve the recommended guidelines.

Reasons

At the May 8, 2025, Board Meeting, the Board asked staff to bring a code change proposal to reverse the current code regarding virtual inspections. The proposed change aligns the Code with the current Florida Statutes.

Additional Information

The staff proposes Voluntary Guidelines, a set of recommended practices, to promote countywide consistency and facilitate the implementation of virtual inspection practices. These recommended practices are based on the *2021 IBC Resource A - Recommended Practices for Remote Virtual Inspections*. Staff is also recommending a Notice of Consent for Virtual Building Code Inspections.

Attachments:

1. Revised Code Section 110.3.13.
2. Sections of Florida Statute 553.
3. Proposed draft of a new Broward County Board of Rules and Appeals Voluntary Guidelines for Virtual Inspections and Notice of Consent to Virtual Building Code Inspections.

Respectfully Submitted,

A handwritten signature in black ink that reads "R Soto".

Rolando Soto

110.3.13 Virtual Inspections.

~~When approved by the Building Official, virtual inspections, as set forth in Section 101.2.2, are limited to,~~

- ~~1. Attachment of mullion bars in the window and door installations for like in-kind replacement.~~
- ~~2. Reroofing under one thousand five hundred (1,500) square feet in compliance with Section 1512.4.3.2 of this code.~~
- ~~3. Tunnel replacement of building drains and water lines.~~
- ~~4. Water heater replacement that does not require an electric upgrade or new gas service.~~

Virtual inspections may be performed in accordance with the appropriate sections of FS 553 and other relevant statutes.

The 2024 Florida Statutes (including 2025 Special Session C)
Chapter 553
BUILDING CONSTRUCTION STANDARDS
PART IV
FLORIDA BUILDING CODE

553.79 Permits; applications; issuance; inspections.—

(6) A state or local enforcement agency may perform virtual inspections at the discretion of the enforcement agency. However, a state or local enforcement agency may not perform virtual inspections for structural inspections on a threshold building. For purposes of this subsection, the term “virtual inspection” means a form of visual inspection which uses visual or electronic aids to allow a building code administrator or an inspector, or team of inspectors, to perform an inspection without having to be physically present at the job site during the inspection.

553.791 Alternative plans review and inspection.—

(8) A private provider performing required inspections under this section shall inspect each phase of construction as required by the applicable codes. Such inspection may be performed in-person or virtually. The private provider may have a duly authorized representative perform the required inspections, provided all required reports are prepared by and bear the written or electronic signature of the private provider or the private provider’s duly authorized representative. The duly authorized representative must be an employee of the private provider entitled to receive reemployment assistance benefits under chapter 443. The contractor’s contractual or legal obligations are not relieved by any action of the private provider.

Voluntary Guidelines for Virtual Inspections were removed at the request of the Board at the July 10, 2025, Board Meeting.

Item 2



Broward County Board of Rules and Appeals

1 N. University Drive Suite 3500B, Plantation, FL 33324

broward.org/CodeAppeals | 954-765-4500 | rulesboard@broward.org

TO: Members of the Broward County Board of Rules and Appeals

FROM: Administrative Director

DATE: August 14, 2025

RE: Second Reading of the Proposed Modifications to Broward County Administrative Amendments to Chapter 1 of the Florida Building Code, Section 107.3.4; Related to Requirements for Professional Design.

On July 10, 2025, the Board of Rules and Appeals approved the first reading for the Proposed Modifications to Broward County Administrative Amendments to Chapter 1 of the Florida Building Code, Section 107.3.4; Related to Requirements for Professional Design. The proposal is now presented for a second reading and public hearing.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "A. Barbosa", written over a horizontal line.

Dr. Ana C. Barbosa



Broward County Board of Rules and Appeals

1 N. University Drive Suite 3500B, Plantation, FL 33324

broward.org/CodeAppeals | 954-765-4500 | rulesboard@broward.org

TO: Members of the Broward County Board of Rules and Appeals

FROM: Administrative Director

DATE: July 10, 2025

RE: Proposed Modifications to Broward County Administrative Amendments to Chapter 1 of the Florida Building Code, Sections 107.1, 107.3.4, and 202; Related to Requirements for Professional Design.

Recommendations

1. It is recommended that the Board of Rules and Appeals deny, by vote, the modifications proposed by Mr. Jack Butler to Broward County Administrative Amendments to Chapter 1 of the Florida Building Code, Sections 107.1, 107.3.4, and 202.
2. It is recommended that the Board of Rules and Appeals approve, by vote, the first reading of the proposed changes to Section 107.3.4 Requirements for Professional Design.

Reasons

1. Mr. Butler's proposal does not consider Broward County's geographical location in the High-Velocity Hurricane Zone. It will also remove the ability of building officials to require a professional designer in certain circumstances, such as the absence of installation requirements like the ones provided in a Florida Product Approval, Miami-Dade Notice of Acceptance, Florida Building Code Prescriptive Requirements, Testing Laboratories Listing, Manufacturers' Installation Instructions, or other documents acceptable to the Building Official.
2. Proposed changes to Section 107.3.4 Requirements for Professional Design will align Broward's FBC, Chapter 1, with Florida State Statutes and preserve the ability of building officials to require a professional designer in certain circumstances.

Additional Information

1. Modifications proposed by Mr. Jack Butler to the Broward County Administrative Amendments to Chapter 1, Florida Building Code, Sections 107.1, 107.3.4, and 202
2. Legal opinion by BORA Attorney, Mr. Charles Kramer, Esq
3. Proposed changes to Sections 107.3.4 Requirements for Professional Design
4. Excerpts of Referenced Florida Statutes

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "A Barbosa".

Dr. Ana Barbosa

Proposed Changes to Broward County Administrative Amendments, Chapter 1 of the FBC

107.3.4 Requirements for Professional Design.

(1) No person shall be required to qualify as an architect in order to make plans and specifications for, or supervise the erection, enlargement, or alteration of:

(a) Any building upon any farm for the use of any farmer, regardless of the cost of the building;

(b) Any one-family or two-family residence building, townhouse, or domestic outbuilding appurtenant to any one-family or two-family residence, regardless of cost; or

(c) Any other type of building costing less than \$25,000, except a school, auditorium, or other building intended for public use, provided that the services of a registered architect shall not be required for minor school projects pursuant to s. 1013.45.

107.3.4.0.1 Other than Single-Family Residences. Reserved. ~~The plans and specifications for new construction, alterations, repairs, improvements, replacements, or additions costing fifteen thousand dollars (\$15,000.00) or more shall be prepared by, and each sheet shall bear the signature and seal of an Architect or Engineer.~~

Exception:

1. ~~Roofing as set forth in FBC, Chapter 15.~~

107.3.4.0.2 Single-family Residences. Reserved. ~~The plans and specifications for new construction, alterations, repairs, improvements, replacements, or additions costing thirty thousand dollars (\$30,000.00) or more, shall be prepared by an Architect or Engineer. Each sheet shall be signed and sealed by the Architect or Engineer.~~

107.3.4.0.3 Plans and specifications for work that is preponderantly of an architectural nature shall be prepared by a Registered Architect, and work that involves extensive computation based on structural stresses shall, in addition, be prepared by a Professional Engineer.

107.3.4.0.4 Plans and specifications for work that is preponderantly of a mechanical, plumbing, or electrical nature shall, ~~at the discretion of the Building Official,~~ be prepared by a Professional Engineer in accordance with 105.3.1.5.

For reference only, no changes are proposed.

105.3.1.5 Professional Engineer Required. No permit may be issued for any building construction, erection, alteration, modification, repair, or addition unless the applicant for such permit provides to the enforcing agency that issues the permit any of the following documents that apply to the construction for which the permit is to be issued and which shall be prepared by or under the direction of an engineer registered under Florida Statute, Chapter 471:

- A. Plumbing documents for any new building or addition which requires a plumbing system with more than two hundred fifty (250) fixture units or which costs more than one hundred twenty-five thousand dollars (\$125,000.00).
- B. Fire sprinkler documents for any new building or addition, which includes a fire sprinkler system that contains fifty (50) or more sprinkler heads. Personnel, as authorized by Florida Statute, Chapter 633, may design a new fire sprinkler system of forty-nine (49) or fewer heads; may design the alteration of an existing fire sprinkler system if the alteration consists of the relocation, addition, or deletion of forty-nine (49) heads or fewer, notwithstanding the size of the existing fire sprinkler system; or may design the alteration of an existing fire sprinkler system if the alteration consists of the relocation or deletion of 249 or fewer sprinklers, notwithstanding the size of the existing fire sprinkler system, if there is no change of occupancy of the affected areas, as defined in FBC, Building and the FFPC, and there is no change in the water demand as defined in NFPA 13, Standard for the Installation of Sprinkler Systems, and if the occupancy hazard classification as defined in NFPA 13 is reduced or remains the same as a result of the alteration.
- C. Heating, ventilation, and air-conditioning documents for any new building or addition which requires more than a 15-ton-per-system capacity, or which is designed to accommodate more than one hundred (100) persons or for which the system costs more than one hundred twenty-five thousand dollars (\$125,000.00). This paragraph does not include any document for the replacement or repair of an existing system in which the work does not require altering a structural part of the building or for work on a residential one-family, two-family, three-family, or four-family structure.

Note: An air-conditioning system may be designed by an installing air-conditioning contractor certified under Florida Statute, Chapter 489, to serve any building or addition which is designed to accommodate one hundred (100) persons or fewer and requires an air-conditioning system with value of one hundred twenty-five thousand dollars (\$125,000.00) or less; and when a 15-ton-per-system or less is designed for a singular space of a building, and each 15-ton system or less has an independent duct system. Systems not complying with the above require design documents that are to be sealed by an engineer.

Example 1: When a space has two (2) 10-ton systems, with each having an independent duct system, the contractor may design these two (2) systems since each system is less than fifteen (15) tons.

Example 2: Consider a small single-story office building, which consists of six (6) individual offices where each office has a single three-ton package air-conditioning heat pump. The six (6) heat pumps are connected to a single water-cooling tower. The cost of the entire heating, ventilation, and air-conditioning work is forty-seven thousand dollars (\$47,000.00), and the office building accommodates fewer than one hundred (100) persons. Because the six (6) mechanical units are connected to a common water tower, this is considered to be an 18-ton system. It, therefore, could not be designed by a mechanical or air-conditioning contractor.

Note: It was further clarified by the Commission that the limiting criteria of one hundred (100) persons and one hundred twenty-five thousand dollars (\$125,000.00) apply to the building occupancy load and the cost of the total air-conditioning system of the building.

- D. Any specialized mechanical, electrical, or plumbing document for any new building or addition which includes medical gas, oxygen, steam, vacuum, toxic air filtration, clean agent fire extinguishing, or fire detection and alarm system that costs more than five thousand dollars (\$5,000.00).

Exception: Simplified permitting process for fire alarm system projects.

1. As used in this section, the term:
 - a. Contractor means a person who is qualified to engage in the business of electrical or alarm system contracting pursuant to a certificate or registration issued by the department under part II of Florida Statute, Chapter 489.
 - b. A fire alarm system project means a fire alarm system alteration of a total of 20 or fewer initiating and notification devices or the installation or replacement of a fire communicator connected to an existing fire alarm control panel in an existing commercial, residential, apartment, cooperative, or condominium building.
2. A local enforcement agency:
 - a. May require a contractor, as a condition of obtaining a permit for a fire alarm system project, to submit a completed application and payment.

Excerpts of Referenced Florida Statutes

481.229 Exceptions; exemptions from licensure. —

- (1) No person shall be required to qualify as an architect in order to make plans and specifications for, or supervise the erection, enlargement, or alteration of:
- (a) Any building upon any farm for the use of any farmer, regardless of the cost of the building;
 - (b) Any one-family or two-family residence building, townhouse, or domestic outbuilding appurtenant to any one-family or two-family residence, regardless of cost; or
 - (c) Any other type of building costing less than \$25,000, except a school, auditorium, or other building intended for public use, provided that the services of a registered architect shall not be required for minor school projects pursuant to s. 1013.45.

489.105 Definitions. — As used in this part:

- (15) "Structural component" means any vertical or horizontal load-bearing member of a structure which supports dead or live loads in addition to its own weight and includes, but is not limited to, a foundation, an exterior or interior load-bearing wall, a column, a column beam, a floor, and a roof structure.

471.037 Effect of chapter locally. —

- (1) Nothing contained in this chapter shall be construed to repeal, amend, limit, or otherwise affect any local building code or zoning law or ordinance, now or hereafter enacted, which is more restrictive with respect to the services of licensed engineers than the provisions of this chapter.
- (2) In counties or municipalities that issue building permits, such permits may not be issued in any case in which it is apparent from the application for the building permit that the provisions of this chapter have been violated. However, this subsection does not authorize the withholding of building permits in cases involving the exceptions and exemptions set out in s. 471.003.

Item 3



Broward County Board of Rules and Appeals

1 N. University Drive Suite 3500B, Plantation, FL 33324

broward.org/CodeAppeals | 954-765-4500 | rulesboard@broward.org

TO: Members of the Broward County Board of Rules and Appeals

FROM: Administrative Director

DATE: August 14, 2025

RE: Contract Renewal for Administrative Director

Request

It is respectfully requested that the Board approve, by vote, my employment contract for August 2025 through August 2028 based upon the current three-year agreement.

Additional Information

- Employment Contract for Dr. Ana C. Barbosa

Thank you for your time and consideration.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "A. Barbosa", written over a horizontal line.

Dr. Ana C. Barbosa