

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: August 20, 2024
Department: Planning, Zoning & Building Department
Submitted By: Building Division
Advisory Board Name: Construction Board of Adjustments and Appeals (CBAA)

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: reappointment of one (1) applicant to the Construction Board of Adjustments and Appeals (CBAA).

<u>Reappointment</u>	<u>Seat</u>	<u>Requirement</u>	<u>Term</u>	<u>Nominated by</u>
Manuel Oyola	7	Roofing Contractor	08/20/2024-06/14/2027	Palm Beach County Roofing & Sheet Metal Association

Summary: The CBAA hears appeals of decisions and interpretations of the Building Official, and consider variances of the technical codes. The CBAA was established by Palm Beach County Ordinance 89-31 and amended in 2002. The term of office for Board members is three (3) years, with a limit of three consecutive three (3)-year terms. The Board is comprised of eight (8) regular members: one (1) architect, one (1) engineer, one (1) HVAC contractor, one (1) plumbing contractor, two (2) Division 1 contractors, one (1) electrical contractor; and two (2) alternate members.

The Board has 11 seats, 8 currently filled and 3 vacancies, and a diversity count of Caucasian: 6 (75%), African-American: 1(12.5%) and Hispanic: 1(12.5%). The gender ratio (male: female) is 7:1. The nominee is a Hispanic male. Staff is addressing the need to increase diversity within its boards and will continue to encourage this in an effort to expand the Boards diversity. Countywide (RM)

Background and Justification: Palm Beach County Ordinance 89-31, as amended in 2002, established the CBAA. Per Palm Beach County Ordinance 2017-044, Palm Beach County Amendments to the Florida Building Code, 6th Edition (2017), as defined in Section 113.5 of the Palm Beach County Amendments to the Florida Building Code, the Board shall have the power to hear appeals of decisions and interpretations of the Building Official, and consider variances of the technical codes.

Attachments:

1. Board/Committees Applications
2. Resume
3. Nomination Letter
4. CBAA Attendance
5. Section 113 of the Palm Beach County Amendments to the Florida Building Code, 6th Edition (2017)

Recommended By: [Signature] 7/10/2024
Department Director Date

Legal Sufficiency: [Signature] 8/15/24
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

Date

REVISED 06/92
ADM FORM 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE **NO** NOT APPLICABLE/
(Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, **Article XIII**, and the training requirement can be found on the web at: <http://www.palmbeachcountvethics.com/training.htm>. Ethics training is on-going; and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

- By watching the training program on the Web, DVD or VHS on 07-09 20 24
 By attending a live presentation given on _____, 20_____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: [Signature] Printed Name: MANUEL Opolu JR Date: 07-09-2024

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountvethics.com or contact us via email at ethics@palmbeachcountvethics.com or (561) 355-1915.

Return this FORM to:
 Bianca Filiponi, Palm Beach County Planning, Zoning and Building
 Building Division 2300 North Jog Road, West Palm Beach, Florida 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/26/2024

Manuel Oyola Jr. (Manny)

19286 Delaware Ct, Boca Raton, FL 33434

561.703.3002

redrican@aol.com

Professional Summary:

Experienced Technical Representative with a demonstrated history in the roofing industry spanning over three decades. Proven track record in technical education, operations management, and customer service. Expertise in roof tile installation, building codes compliance, and manufacturing support.

Experience:**Technical Manager Representative, Southeast United States**

Eagle Roofing Products, Boca Raton, FL

2007 – Present

- Educate Eagle team members, contractors, and distributors on roof tile installation and codes.
- Provide technical support on FRSA/TRI Installation Manual to building contractors, architects, and engineers.
- Support operations at Eagle's Sumterville tile manufacturing plant.

General Manager of Operations

All Florida Roof, Delray Beach, FL

2006-2007

- Reduced overhead and increased production efficiency.
- Implemented Continuing Safety Education Programs.
- Digitized damage reporting procedures for enhanced efficiency.

Assistant General Manager, Customer Service Division

Best Roofing, Pompano Beach, FL

2003-2006

- Managed and expanded customer service field technicians.
 - Developed training courses for new products and safety programs.
 - Innovated sales strategies targeting commercial property management companies.
 - Oversaw purchasing of roofing materials including tile.
-

Owner and Operator

*Regal Consulting Service of South FL, Boca Raton, FL
1989–2003*

- Led roof tile installation projects for 38 roofing companies across the US and Caribbean Islands.
 - Managed a team of 120+ roof tile installation technicians.
 - Provided consulting services to engineers and architects on various projects.
-

Education/Qualifications:

- Broward County Certificate of Competence (CC#52-3146-R-X) - Inactive since 1982.
 - Registered Roofing Contractor, State of Florida (RC0042056) - Since 1982.
 - Registered Member, Institute of Roofing, Waterproofing & Building Envelope Professionals.
 - Tile Roofing Institute Certified Installer of Concrete and Clay Tile Roofing Systems.
 - Tile Roofing Institute Certified Trainer of Concrete and Clay Tile Roofing Systems.
 - Approved Installer of Polyfoam and Tilebond Adhesive Products.
-

Professional Affiliations:

- June 2024- June 2025 President of the Florida Roofing and Sheet Metal Contractors Association.
 - 2010- Present: Chair of the FRSA Codes Subcommittee and Roof Tile Rewrite Committee.
-

Technical Skills:

- 2007-2024 worked with testing labs throughout the country on wind-related roofing issues and product development.
-

References: Available upon request.



*Palm Beach County
Roofing & Sheet Metal
Contractors Association*

July 11, 2024

Bianca F. Filiponi

Administrative Assistant I

Palm Beach County Planning, Zoning & Building

2300 N Jog Road | West Palm Beach, FL 33411

(561)681-4553 | bfiliponi@pbc.gov

Re: Division II- Roofing Contractor Seat #7- Nominee to the CBAA

Dear Bianca,

The Board of the Palm Beach County Roofing & Sheet Metal Association voted unanimously to nominate Manuel Oyola Jr to serve as the Division II Roofing Contractor Seat #7 of the Construction Board of Adjustments and Appeals.

Because of his long-time dedication and service to the roofing industry, and his expertise as a professional roofing contractor, we feel he will serve the board and community well.

If you have any further questions, I can be reached at (561) 628-8373

Sincerely,


John Klingel

Executive Director (PBCRCA)

Palm Beach County Roofing & Sheet Metal Contractors Association

601 Heritage Drive, Ste 448, Jupiter, Florida 33458

SECTION 113
CONSTRUCTION BOARD
OF ADJUSTMENT AND APPEALS

113.1 Appointment. There is hereby established a board to be called the Construction Board of Adjustment and Appeals, which shall consist of nine regular members and two alternates. The applicable governing body shall appoint the Board.

113.2 Membership and Terms.

113.2.1 Membership. The Construction Board of Adjustment and Appeals shall consist of nine regular members plus two alternate members. Regular board members shall be composed of individuals with knowledge and experience in the technical codes to include, to the greatest extent possible, an architect, engineer, two Division I contractors (GC, BC, or RC), electrical contractor, HVAC contractor, plumbing contractor, a member at large from the public, and any other contractor licensed category. In addition to the regular members, there should be two alternate members, one member with the qualifications referenced above and one member at large from the public. A board member shall not act in a case in which he or she has a personal or financial interest.

113.2.2 Terms. The terms of office of the regular board members shall be for three (3) years and staggered so no more than one-third of the board is appointed or replaced in any 12-month period. The two alternates shall serve three-year terms. Vacancies shall be filled for an unexpired term in the manner in which original appointments are required to be made. No board member shall be appointed or re-appointed to this board for more than three (3) consecutive, three (3) year terms.