

**BOARD APPLICATION**  
(Please type or print clearly)

BOARD: MUNICIPAL CODE ENFORCEMENT BOARD DATE: July 18, 2013

NAME: Gerald E. Grayce HOME PH: 941-882-3217

ADDRESS: 1041 Capri Isles Blvd. # 226, Venice, Florida ZIP CODE: 34292

CITY RESIDENT: Yes ☒ No ☐ EMAIL ADDRESS: gegrayce@comcast.net

HOW LONG HAVE YOU LIVED IN VENICE? Permanently, 7 months

DO YOU OWN PROPERTY WITHIN THE CITY OF VENICE? Yes ☒ No ☐

IF YES, ADDRESS: See above

OCCUPATION: Retired

NAME OF BUSINESS: New Jersey Department of Community Affairs - Construction Code Element

BUSINESS ADDRESS: 101 South Broad Street, Trenton, N.J. 08625 BUSINESS PH: 609-984-7672

ARE YOU CURRENTLY HOLDING AN ELECTED OR APPOINTED OFFICE FOR ANY GOVERNMENT AGENCY (INCLUDING CITY OF VENICE BOARDS)? Yes ☐ No ☒

IF YES, PLEASE LIST: \_\_\_\_\_

RESUME OF EDUCATION AND EXPERIENCE: Resume attached. I have been associated with code enforcement for over 25 years. My employment with the State of NJ involved overseeing the enforcement of the State Uniform Construction Code.

MEMBER OF THE FOLLOWING CIVIC ORGANIZATIONS: \_\_\_\_\_

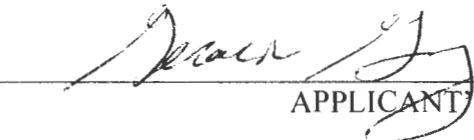
WHY DO YOU DESIRE TO SERVE ON THE ABOVE BOARD? I've spent over 25 years in code enforcement as a Construction Official, Building and Fire Inspector. Since my retirement I have taught continuing education seminars to licensed code official and others with respect to codes and enforcement of same through Rutgers University. I believe my knowledge of codes and their implementation would be a benefit to the City of Venice in resolving outstanding issues.

HAVE YOU EVER BEEN CONVICTED OR PLED "NO CONTEST" TO A FELONY OR MISDEMEANOR OFFENSE?

Yes ☐ No ☒

IF CONVICTED OF A FELONY, HAVE YOUR CIVIL RIGHTS BEEN RESTORED: Yes ☐ No ☐  
GIVE DETAILS: N/A

I UNDERSTAND THAT IF APPOINTED, I WILL SERVE ON THE ABOVE BOARD WITHOUT COMPENSATION AND AT THE PLEASURE OF THE CITY COUNCIL.

  
APPLICANT'S SIGNATURE

**PLEASE NOTE:**

MEMBERSHIP ON THE FOLLOWING BOARDS REQUIRE THAT AN ANNUAL FINANCIAL DISCLOSURE FORM BE FILED ON OR BEFORE JULY 1<sup>ST</sup> OF EACH YEAR: ARCHITECTURAL REVIEW BOARD; FIRE PENSION BOARD; MUNICIPAL CODE ENFORCEMENT BOARD; PLANNING COMMISSION; POLICE PENSION BOARD; AND VENICE HOUSING AUTHORITY.

APPLICANTS OF BOARD APPOINTMENTS ARE REMINDED OF THE PROVISIONS OF THE FLORIDA STATUTES AS APPLICABLE TO CONFLICTS OF INTEREST. ALL BOARD APPLICATIONS ARE KEPT ON FILE AND ARE REVIEWED AS VACANCIES OCCUR. UPDATED INFORMATION MAY BE REQUESTED AT THAT TIME.

DIRECT ANY QUESTIONS YOU MAY HAVE TO THE MAYOR'S OFFICE, PHONE NO. 486-2626, EXTENSION NO. 23003.

## RESUME OF GERALD E. GRAYCE

Address: 1041 Capri Isles Blvd # 226, Venice, Florida 34292 Previous  
address: 224 Winchester Drive, Brick, New Jersey 08724  
Telephone: 908 783 2058

Jan 2008 - 2012: Instructor for Rutgers University/New Jersey Department of Community Affairs Continuing Education Program. Instructing CEU programs to licensed Construction Code Officials/Technical Assistants needed for license renewal.

Sept. 1, 2007 - Present - Retired, Supervisor of Investigation, New Jersey Department of Community Affairs, Division of Code and Standards, Office of Regulatory Affairs, (ORA).

1988 - Present - (Part-Time, Evenings) Ocean County College - Toms River, New Jersey - Instructor, Uniform Construction Code Program - Continuing Education Department.

1990 - Sept. 2007 - New Jersey Department of Community Affairs - Office of Regulatory Affairs. - Responsible for overseeing the enforcement of the State Uniform Construction Code by investigating allegations of violations of same.

1996 - 9/1/07 - Supervisor of Investigations - Supervision of up to eleven investigative, technical and clerical staff. Acted as ORA's Construction Official, Fire and Building Subcode Official.

Supervisory Responsibilities:

Evaluated and assign case assignments to investigative staff.

Review work product and status of investigations.

Approved investigative findings, recommended disciplinary sanctions, where applicable.

Review and approve documents, reports and evidence, used for hearing proceedings.

Participated in case preparation and court proceedings.

Participated in settlement discussions.

Directed telephone inquiries/complaints to proper staff.

Answered code related questions from the public.

Testified in court proceedings. Qualified as expert in fire/building and UCC code enforcement in Office of Administrative Law and Superior Court.

Worked in conjunction with local, county, state and federal law enforcement agencies investigations allegations of official corruption.

Conducted interviews when applicable.

Performed duties of Construction Official, Building and/or Fire Subcode Official when applicable.

Communicated with complainants, many who were extremely emotional.

#### Construction, Fire and Building Subcode Official Responsibilities.

Performed duties as Construction, Fire and Building Subcode Official when applicable.

Investigated allegations of fire, building and UCC violations.

Answered questions from the public regarding fire protection, building and UCC requirements.

Thorough knowledge of building, fire protection and UCC requirements.

Served as Liaison to Code Advisory Board's Fire Subcode Committee (part of the code review process).

Staff member actively involved in DCA=s Uniform Construction Code development/code change process.

Assigned to perform plan review, inspect and evaluate numerous instances of alleged life safety violations throughout the State of New Jersey involving many different types of structures.

Responsible for overseeing corrective action to resolve violations.

Staff member of code adoption committees re: fire protection requirements.

Worked with staff members of Division of Fire Safety on issues involving the Uniform Fire Code, including fire code development process.

1990 - 1996 - Construction Official - Subcode Official - Office of Regulatory Affairs.

Investigated complaints alleging violations of building/fire and UCC.

Prepared reports, obtained evidence, conducted interviews, prepared and presented case for administrative sanction and hearing, where applicable.

Performed duties as Construction, Building and/or Fire Subcode Official where applicable.

Performed plan review and conducted field inspections related to specific complaint.

Answered code related questions from the public.

Testified in court proceedings. Qualified as expert in code enforcement various court forums.

1985 - 1990 - Fire Inspector, Toms River Bureau of Fire Prevention, Toms River, N. J.

Performed Uniform Construction Code functions, plan review and field inspections.

Performed fire code maintenance inspections.

Conducted fire investigations to determine fires cause and origin.

Worked with local and county police organizations.

1984 - 1985 - Fire Inspector, Fire District # 2, Brick, New Jersey

Conducted site plan review for proposed new construction projects.

Conducted fire prevention inspections commercial buildings.

Conducted fire investigations to determine cause and origin.

1968 - 1984 - Licensed Private Detective in New Jersey  
and Maryland.

Owner and partner of agencies

Conduct private investigations

Matrimonial.

Accident reconstruction.

Fire cause and origin.

Criminal defense.

Background inquiries.

Burglar/fire alarm system sales.

Security guard services.

Security analysis of properties.

1881 - Present - Exempt Member, Laurelton Fire Company # 1, Brick, N. J.

Fire Chief - 1990 - 1991.

Additional fire department ranks.

Assistant Fire Chief.

Fire Captain.

Firefighter.

Professional Licenses and Certifications:

Issuing Agency: New Jersey Department of Community Affairs

Licenses: Construction Official, Building Subcode Official/Building Inspector HHS, Fire Subcode Official, Fire Protection Inspector HHS, Housing Official, Housing Inspector.

Certifications: Fire Official, Fire Inspector and Firefighter.

Other qualifications:

Member - Code Advisory Board's Fire Subcode Committee.

Instructor, DCA's Continuing Education Unit program for licensed officials.

Authored numerous articles for Construction Code Communicator.

New Jersey Security Officer Registration Act (SORA) - certified.

Current American Red Cross - CPR/AED, Oxygen certificates.