

**CODE ENFORCEMENT BOARD
REGULAR MEETING
MARCH 13, 2023**

The City of Lake Wales Code Enforcement Board held an in person meeting on February 13, 2023 at 5:30 p.m. in the City Commission Chamber located in the City Administration Building.

ATTENDANCE

**Code Enforcement Board Members
(Shaded area indicates absence):**

Dwight Wilson Chairperson	Ralph Marino Vice-Chair	Sara Jones	Bruce Austell	Courtney Schmitt	Bueford "Bud" Colburn	Curtis Gibson
Mark Bennett Alternate 1	Alternate 2 Vacant					

Albert (Chuck) Galloway, Jr. – City Attorney-not present

City Staff: Development Services Department
Jose Lozada– Code Compliance Supervisor (CCS)
Fany Lozano – Recording Secretary

- 1) **CALL TO ORDER** – Meeting called to order at 5:30 pm
- 2) **ROLL CALL** – A quorum was present.

Ms. Lozano did the attendance roll call. Mr. Gibson notified Ms. Lozano that he would not be able to attend the meeting. Ms. Lozano asked for a motion to excuse or un-excuse the absence. Mr. Marino made a motion to excuse the absence. Ms. Jones seconded the motion. All voted in favor. The motion passed unanimously. Ms. Schmitt notified Ms. Lozano that she would not be able to attend the meeting. Ms. Lozano asked for a motion to excuse or un-excuse the absence. Ms. Jones made a motion to excuse the absence. Mr. Marino seconded the motion. All voted in favor. The motion passed unanimously

- 3) **EXPLANATION OF PROCEDURES** – Chairperson

Mr. Wilson explained the procedures for the meeting and read the pledge of Civility as posted on the public podium.

4) APPROVAL OF MINUTES – Regular Meeting – February 13, 2023

Mr. Wilson asked for a motion to approve the minutes. Mr. Marino made a motion to approve the minutes. Ms. Jones seconded the motion. All voted in favor, the motion passed unanimously.

5) ADMINISTER OATH/MISCELLANEOUS ITEMS

5.1 Administer Oath:

Board secretary Ms. Lozano administered the oath to staff.

Mr. Wilson asked Ms. Lozano if she needed to be sworn in. Ms. Lozano stated yes and Mr. Wilson administered the oath to Ms. Lozano

6) REVISIONS

Ms. Lozano stated that Items 7.6 and 7.10 would not be heard tonight.

7) CASE(s) NEW BUSINESS

7.1 Case # 2022-00510

City of Lake Wales VS TAM Investments Properties LLC

21500 US Hwy 27

PID: 27-29-27-000000-044020

Violation(s): 7-8 Building Permit Required; 12-233.1 Sanitation and storage of materials; 12-233.12 Motor Vehicles; 19-102 Local business tax receipt required; 19-103 Local business tax receipt to be displayed.

Ted Harvey Vernon, property owner was present to provide testimony.

Cindy Joy Darrell, representative was present to provide testimony.

Conrado Marino aka Jimmy, contractor representative was present to provide testimony.

Ms. Lozano administered the oath to all persons mentioned above.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2022-00510

OWNER: TAM Investments Properties LLC

VIOLATION ADDRESS: 21500 US HWY 27

PARCEL # 27-29-27-000000-044020

VIOLATION DATE: 12/05/2022

VIOLATION(s): 7-8 Building Permit Required
12-233.1 Sanitation and storage of materials
12-233.12 Motor Vehicles
19-102 Local Business Tax receipt required
19-103 Local Business Tax receipt displayed

Facts regarding this case are:

- December 5, 2022 – Stop work order issued by Building Department for building alteration, electrical, mechanical, and no business tax receipt.
- Notice of Violation Issued: 12/06/2022
Date to comply: 12/16/2022
 - Certified Mail Delivered: 12/08/2022
- January 13, 2023 - Spoke with Cindy (Business Co-owner) on site and explained violations and expectations for compliance. She stated that she is in the process of obtaining all of the licensing and that they hired a contractor that has been telling them that they have submitted for all the permits. I advised her that a recent records check shows no permits or applications have been submitted to the Building division and asked that she communicate with the building division and get all the permitting taken care of. I advised that I would follow up on Friday 1/20/23 to discuss our next step in the process.
- January 18, 2023 - Rcvd complaint that business is has set up signage and display vehicles on site. There have been no permits or approvals for any type of business operations or displays.
- Notice to Appear issued: 01/25/2023
Date to Appear: 03/13/2023
 - Certified Mail Only Delivered: USPS on 3/9/2023 still moving through network
 - Regular Mail
 - Hand Delivered by JLozada on 03/03/2023
 - Was posted at the city hall on 03/03/2023
- January 26, 2023- received email from Building Division that BTR was in process and that applicant was notified on 12/19/2022 of all missing documents and to please submit items to continue to process BTR application. A second reminder was sent to the applicant.
- February 24, 2023 – Business tax Receipt was approved and issued.
- As of today's date, the cited violations still exist.

PROPERTY CASE HISTORY:

2018-00127	Prohibited Signs	Closed
2018-00258	Prohibited Signs	Closed

COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
STOP WORK ORDER POST	\$12.50
NOV CERT	\$4.57
NTA CERT MAIL	\$4.57

NTA REG MAIL	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5	\$15.00
TRIP 6	\$15.00
TRIP 7	\$15.00
TRIP 8	\$15.00
TRIP 9 (CEB)	\$15.00
TRIP 10 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$189.74

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction, and,
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$189.74 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective Today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.
 - OR Board's Discretion
 - This concludes my presentation.

CCS Report End

Mr. Lozada stated that the only outstanding violation is the permitting issues. Mr. Vernon stated that he would like for his wife Ms. Darrell to speak as he is hard of hearing. Ms. Darrell stated that she would prefer for the Mr. Conrado Marino also known as Jimmy to speak on the permitting violations as all other violations have been corrected. Mr. Conrado Marino will now be referred to as Jimmy so as to not confuse him with Board Member Mr. Marino. Jimmy addressed the Board and stated that there was a wall blocking the garage and he did not know that a permit was required to demolish the wall. Jimmy stated that he has submitted all of the required paperwork to obtain the permit and the application should be in review. Jimmy asked the Board for more time to resolve the permitting paperwork. Ms. Jones asked what is the status of the permit application. Mr. Lozada stated that the application is incomplete and that there have been additional items requested by the Building Official. Ms. Jones asked if engineering is being requested. Mr. Lozada stated that he is unsure but that the permitting issues have been ongoing since December of 2022. Jimmy stated that he is waiting on two other contractors to sign on to the job. Mr. Wilson stated that no work can continue to occur since there is no permit issued and asked how much time they are asking for to get the permit issue resolved. Jimmy stated 30 days.

Ms. Jones asked how long is it taking for permits to be reviewed and issued. Mr. Lozada stated 2 to 3 weeks if submittal is complete. Ms. Jones made a motion to accept staff recommendation with an effective date of 60 days (05/12/2023). Mr. Marino seconded the motion. All voted in favor. The motion passed unanimously.

7.2 Case # 2022-00428
City of Lake Wales VS Adam C. Albritton and Erin E. Albritton
858 Hillside Ave
PID: 27-30-01-891800-004150
Violation(s): 7-8 Building Permit Required

Adam C. Albritton, property owner was present to provide testimony.
Ms. Lozano administered the oath to all persons mentioned above.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2022-00428
OWNER: Adam C. Albritton and Erin E. Albritton
VIOLATION ADDRESS: 858 Hillside Ave
PARCEL # 27-30-01-891800-004150
VIOLATION DATE: 10/06/2022
VIOLATION(s): 7-8 Building Permit Required

Facts regarding this case are:

- October 6, 2022 – Building Official referred case to our division, reports a new unpermitted structure in the rear of the property.
- Notice of Violation Issued: 10/07/2022
Date to comply: 10/22/2022
 Certified Mail Only Delivered: 10/13/2022
- October 27, 2022 - Erin Albritton called in to inquire about NOV. Staff explained that her options for compliance would be to permit or remove the structure. Mrs. Albritton expressed that she intends to permit the structure and that her husband will be submitting the permit application sometime next week. An extension was granted through 11/04/2022 for application submittal to the Building Division.

On this day Mrs. Albritton also spoke with Assistant Director Cochella who emailed her instructions and recommendations to apply for a dimensional variance to meet the setback requirements. (Email is part of the case file)

- Notice of Violation Re-Issued: 12/21/2022
Date to comply: 01/05/2023

Certified Mail Only Delivered: 12/27/2022

- Notice to Appear issued: 02/01/2023
Date to Appear: 03/13/2023

Certified Mail Delivered: 02/04/2023

Regular Mail

Was posted at the violation address on 03/03/2023

- March 3, 2023, Both Mr. & Mrs. Albritton contacted staff to inquire about NTA. Staff explained that case is now referred to the Code Enforcement Board and any requests for extension would have to be granted by the Board. They stated that they were seeking the dimensional variance to permit the structure. Staff advised that they can remove the structure to satisfy the code case and then proceed with seeking the dimensional variance to permit the structure. Adam stated that he would look into the removal of the structure and then reach out to the Planning Division for the approval of a dimensional variance.
- As of today's date, the cited violations still exist.

PROPERTY CASE HISTORY:

2018-00317	Dead Trees/Accumulation	Closed
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COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$4.57
NOV RE-ISSUE CERT MAIL	\$4.57
NTA CERT MAIL	\$4.75
NTA REG MAIL	\$0.57
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5	\$15.00
TRIP 6 (CEB)	\$15.00
TRIP 7 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$136.96

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction, and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$136.96 to present this case.

AND STAFF RECOMMENDS THE BOARD:

1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective Today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.

- OR Board's Discretion
- This concludes my presentation.

CCS Report End

Mr. Albritton addressed the Board and stated that he just moved back to Florida on Saturday. He stated that has been working in California for the past two years. He stated that since the first time that he heard of the violation he contacted Autumn Brown and that is when he became aware of the possibility to apply for a dimensional variance. He stated that he wants to work together with the Board to come to some sort of resolution and that if he has to remove the structure he will, but he would need a couple of weeks to get that done. He also stated that if he can have time to submit for the approval of the variance he would like some time to pursue that option as well. Ms. Jones asked how long the application process for a variance is. Mr. Bennett stated that it could take 2 to 3 months, but that applying for a variance does not mean that the variance will be approved and Mr. Albritton may still have to remove the structure. Mr. Marino asked Mr. Albritton if he built the structure himself. Mr. Albritton stated yes. Mr. Wilson asked Mr. Albritton if he resides at the residence. Mr. Albritton stated that he does not reside in the home, but that his ex-wife and children do, but he is still part owner of the property. Mr. Wilson asked how much time Mr. Albritton needs to tear down the structure. Mr. Albritton stated that he would like time to apply for the variance. Mr. Jones stated that time can granted, but the variance application could be denied and if that was the case how much time would he need to demolish the structure as he would have no choice but to remove it. Mr. Albritton stated two weeks to have the structure demolished. Ms. Jones made a motion to accept staff recommendation with an effective date of 120 days (07/11/2023). Mr. Marino seconded the motion. All voted in favor. The motion passed unanimously.

7.3 Case # 2018-00102
City of Lake Wales VS Daniel Jenkins
516 Washington Ave
PID: 27-29-34-872000-001050
Violation(s): Multiple Violations

Daniel Jenkins, property owner was present to provide testimony.
Daniel Dernell Jenkins, son of property owner was present to provide testimony.
Ms. Lozano administered the oath to all persons mentioned above.

CCS Report Start

CASE # 2018-00102

OWNER: Daniel Jenkins

VIOLATION ADDRESS: 516 Washington Ave

PARCEL # 27-29-34-872000-001050

VIOLATION DATE: 02/27/2018

VIOLATION(s): 12-230.1 Unsafe Structures
12-235.1 Protective treatment
12-235.3 Structural members
12-235.4 Foundation Walls
12-235.5 Exterior Walls
12-235.6 Roofs and drainage
12-235.7 Decorative Features
12-235.8 Overhang Extensions
12-235.9 Stairways, decks, porches and balconies
12-235.10 Chimneys and towers
12-235.11 Handrails and guards
12-235.12 Window, skylight and door frames
12-235.12.1 Glazing
12-235.12.2 Openable Windows
12-235.18 Skirting around foundations

Facts regarding this case are:

- Notice of Violation Issued: 02/27/2018
Date to comply: 03/09/2018
 - Certified Mail Delivered: unable to track per USPS
- March 5, 2018 – spoke to property owner who stopped me while I was in the area. He expressed that he is working on fixing the violations, but he needs more time. I granted him an additional 15 days extension and advised that he keep us updated on progress.
- March 20, 2018 – Stop work order posted on premises for framing and exterior walls. Property owner came into office to pick up permit applications.
- March 30, 2018 – A Building permits was issued, case put on hold.
- September 21, 2018 – permit expired, no inspections
- Notice of Violation Re-Issued: 02/01/2023
Date to comply: 02/21/2023
 - Certified Mail Delivered: 02/03/2023

- February 17, 2023- Mr. Jenkins (property owner) came in to discuss NOV. He requested a 3 month extension. When asked what his action plan was for the next three months, he stated that he would paint the property and he did not provide further details of improvements or corrections. It was explained to him that 3 months was too long and that case is now being referred to CEB and he can ask the Board for an extension at that time. Date and time of hearing was provided and he was also notified that notice of hearing will be mailed out to him.
- Notice to Appear issued: 02/21/2023
Date to Appear: 03/13/2023
 - Certified Mail Only Delivered: 02/24/2023
 - Regular Mail
 - Was posted at the violation address on 03/03/2023
- February 23, 2023- Mrs. Jenkins, (wife of property owner) came in to notify us that they intend on demolishing the structure. Per her request staff provided her with a list of demo contractor that we use and advised that a permit for a demolition is required. She was also advised that they will still need to attend the hearing scheduled for March.
- March 6, 2023 – Mr. Jenkins came in to the Building Division to pay the fee for the demolition permit. She was instructed that her contractor would do that for her.
- As of today’s date, the cited violations still exist.

PROPERTY CASE HISTORY:

2022-00415	Bees	Closed-invalid
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COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$6.90
NOV RE-ISSUE CERT MAIL	\$4.75
NTA CERT MAIL	\$4.75
NTA REG MAIL	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5	\$15.00
TRIP 6 (CEB)	\$15.00
TRIP 7 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$139.50

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction, and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$139.50 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective Today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.
- OR Board's Discretion
 - This concludes my presentation.

CCS Report End

Mr. Daniel Jenkins addressed the Board and stated that he has been working down in the area for many years and he is not a contractor and does not have the resources to repair the structure. Mr. Daniel D. Jenkins stated that his father is over his head and that he has finally got him to agree to demolish the structure and is asking for leniency and asks that the Board grant them 60 days to get the structure demolished. Ms. Jones asked if the demolition contractors have provided an estimate as to how long it will take to demolish the structure. Mr. Daniel D. Jenkins stated one contractor told him one week and that another one told him as soon as the permit is issued. Mr. Colburn asked if they can provide the names of the contractors that they have communicated with. Mr. Daniel D. Jenkins stated Mr. Fix it and Southern Majestic Homes. Mr. Colburn stated that he understands that a lot of memories exist in the home but that this has been ongoing for the last 5 years. Mr. Daniel Jenkins stated that he does not have the money to fix it. Mr. Wilson asked if they are comfortable with the vendors that they have contacted and if they are comfortable that 60 days is enough time. Mr. Daniel D. Jenkins stated that he cannot speak for the contractor but that he will make sure that this gets done. Ms. Jones asked if demolition will resolve all of the violations. Mr. Lozada responded yes. Mr. Bennett asked if the Building Official has declared the building unsafe. Mr. Lozada responded that the current Building Official has not declared it unsafe, but that back in 2018 the Building Official at that time did declare the structure unsafe. Ms. Jones made a motion to accept staff recommendation with an effective date of 90 days (06/11/2023). Mr. Colburn seconded the motion. All voted in favor. The motion passed unanimously.

7.4 Case # 2021-00062
City of Lake Wales VS Jose Cruz
15 Bullard Ave W
PID: 27-30-02-903500-007201
Violation(s): 7-8 Building permit required; 12-233.1 Sanitation and storage of materials;
12-233.4 Weeds, grass and overgrowth; 23-521 Garaging and parking of vehicles,
trailers, recreational and noncommercial vehicles and boats.

Jose Antonio Bonet Cruz, property owner was present to provide testimony.
Ms. Lozano administered the oath to all persons mentioned above.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2021-00062

OWNER: Jose Cruz

VIOLATION ADDRESS: 15 Bullard Ave W

PARCEL # 27-30-02-903500-007201

VIOLATION DATE: 03/04/2021

VIOLATION(S): 7-8 Building Permit Required
12-233.1 Sanitation and storage of materials
12-233.4 Weeds, grass, and overgrowth
23-521 Garaging and parking of vehicles, trailers, recreation and
noncommercial vehicles, and boats

Facts regarding this case are:

- Notice of Violation Issued: 03/10/2021
Date to comply: 03/25/2021
 - Certified Mail – Green Card
 - Notice Returned to City no such number

- Notice of Violation Re-Issued: 03/17/2021
Date to comply: 04/27/2021
 - Was posted at the violation address on 03/18/2021

- June 13, 2022 – Mr. Cruz (property owner) - came into office to inquire about Notice of Lien received on admin lien case (#2013-00009). He was advised that the lien could possibly result in foreclosure action. He stated that he wants to correct the issues and/or settle the lien. Staff explained the ongoing violations and expectations for compliance. He was advised that before we can discuss settlement options for the lien the property first must come into compliance to stop the fines from accruing. He was informed that the following items require a building permit(s) house addition, front porch addition, shed, and fence. He was referred to the Building division for permit related inquiries.

- June 15, 2022 – Mr. Cruz came into the office to discuss his options on the running fines. He stated that he is trying to decide if it’s worth paying an architect for plans since he owes the City so much money. Staff stated that our main goal is property compliance and he was thoroughly explained the procedures and possible outcomes of the lien reduction process. He also asked what would happen if he does nothing and disappears, Staff told him City would proceed with seeking foreclosure action to settle the lien. He was also explained that extensions will be based on visible effort and progress.
- June 23, 2022 - property owner submitted a pricing agreement between him and Synergy Company
- July 25, 2022 – Mr. Cruz came in to office and submitted a permit application for the house addition, the porch addition and the fence. He was explained that while the building department process his permits he needs to take care of the sanitation issues by cleaning up the property and reminded him that extensions will be based on reasonable and visible progress.
- January 20, 2023 – Notice to appear for case number 2013-00009 that has administrative lien was issued to property owner, mailed certified mail, regular mail, and posted on the premises on 01/20/2023. Property owner removed the posted sign. Upon further staff discussion on 03/01/2023, notice to appear for case 2013-00009 was rescinded and notice to appear for case number 2021-00062 (this case) will be issued.
- Notice of Violation-Notice to Appear issued: 03/01/2023
Date to Appear: 03/13/2023
 - Certified Mail Only Delivered: USPS 3/3/2023 notice left
 - Regular Mail
 - Was posted at the violation address on 03/03/2023
- As of today’s date, the cited violations still exist.

PROPERTY CASE HISTORY:

2013-00009	Multiple Violations	Admin Lien : \$910,750.00 due
2020-00037	Multiple Violation	Open

COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$6.96
NOV RE-ISSUE POST	\$12.50
NOV-NTA CERT	\$4.75
NOV-NTA REG	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5	\$15.00

TRIP 6	\$15.00
TRIP 7 (CEB)	\$15.00
TRIP 8 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$162.31

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction, and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$162.31 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective Today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.

- OR Board's Discretion
- This concludes my presentation.

CCS Report End

Mr. Lozada stated that although permitting issues have been resolved, sanitation issues still exist and the trailer in front of the home is a violation. Mr. Lozada also stated that staff intended to bring the other mentioned case in his report for foreclosure order, but after further staff discussion the decision was made to bring this case for fines instead as the other case has fines accruing under the previous owner's name and that Mr. Cruz should have fines running in his name as he is the one that has caused the violations, and that staff wants him to understand that foreclosure is a possibility on this premises.

Mr. Cruz addressed the Board and stated that looking at the pictures the travel trailer has been removed and that all vehicles on his property are licensed and insured. He stated that he did obtain the required permits, but that if the Board wants to foreclose on his property they can. He stated that at one point he wanted to walk away but then decided that he would fight for his property and that the premises is currently clean. Ms. Jones stated that there seems to be a discrepancy about all vehicles being licensed and insured. Mr. Lozada stated that the trailer is the violation as it is in the front yard. Mr. Cruz stated that he pulls the trailer daily and that this is why his house looks junky. Mr. Wilson asked if permits were obtained. Mr. Cruz responded yes. Ms. Jones asked if the trailer cannot be in the front yard. Mr. Lozada responded that it cannot be in the front yard but that it can be parked to the side or to the rear of the property. Ms. Jones asked if the fence lines up to the side of the house and if the trailer can be parked behind the fence on the side of the house. Mr. Cruz responded that he can do that. Ms. Jones asked what the sanitation issues are. Mr. Lozada responded it is the construction debris and outdoor storage. Mr. Cruz stated that he gets to it when he can as he works a lot. Ms. Jones asked Mr. Cruz if he understands what his violations are. Mr. Cruz stated that he is upset about the trailer but he understands that he has to follow the rules. Mr. Marino stated that we do not want to foreclose on

this property, but there are fines and it could lead to that. Mr. Cruz stated that he should have looked into the fines, but that there has been progress. Mr. Colburn asked Mr. Cruz why he is using his residential property as business. Mr. Cruz stated that once he is done with work, he keeps some of the materials for his own house to continue with repairs. Mr. Bennett stated that he would be upset if he lived in that neighborhood. Mr. Wilson asked Mr. Cruz if he can get a shed and store the items away or even get a storage facility. Mr. Cruz did not provide a response and then there was discussion about Mr. Cruz' awareness of the existing fines. Mr. Wilson asked Mr. Lozada call out the violations for Mr. Cruz. Mr. Lozada stated: building permits, sanitation and cleanup of the property, high grass, garaging which includes the trailer. Mr. Wilson asked Mr. Cruz if he can take care of the violations. Mr. Cruz asked if he can have the trailer there once in a blue moon. Mr. Lozada stated that the ordinance states that trailers or recreational vehicles can be in the front yard for loading and unloading purposes only. Ms. Jones made a motion to accept staff recommendation with an effective date of 15 days (03/28/2023). Mr. Wilson seconded the motion. All voted in favor. The motion passed unanimously.

7.5 Case # 2022-00265

City of Lake Wales VS Mission Baptist Church of Lake Wales Inc.
107 Crystal Ave E
PID: 27-30-01-883000-022080
Violation(s): 7-8 Building permit required; 12-233.1 Sanitation and storage of materials;
12-233.4 Grass, weeds and overgrowth

Denis Mardy, property owner representative was present to provide testimony.
Lumage Alcime, property owner representative was present to provide testimony.
Ms. Lozano administered the oath to all persons mentioned above.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2022-00265
OWNER: Mission Baptist Church of Lake Wales Inc
VIOLATION ADDRESS: 107 Crystal Ave E
PARCEL # 27-30-01-883000-022080
VIOLATION DATE: 07/21/2022
VIOLATION(S): 12-233.4 Grass, weeds and sanitation
12-233.1 Sanitation and storage of materials
7-8 Building Permit Required

Facts regarding this case are:

- Notice of Violation Issued: 02/01/2023
Date to comply: 02/16/2023

Certified Mail Only Delivered: 02/07/2023

- February 7, 2023 – Dennis Mardy, (registered agent) came in to inquire about NOV. Staff explained violations, expectations for compliance and referred him to the Building Division

to renew expired permits. Staff told him that we will grant extensions based on visible progress. (Alteration permit no 2018-00422 expired on 4/20/21 and Roof permit no 2020-00382 expired on 11/18/2020)

- Notice to Appear issued: 03/01/2023
Date to Appear: 03/13/2023

- Certified Mail Only Delivered: 03/06/2023
- Regular Mail
- Was posted at the violation address on 03/03/2023

- As of today's date, the cited violations still exist.

PROPERTY CASE HISTORY:

2017-00464	Multiple Violations	Closed
2019-00607	Junk and Trash	Closed

COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$4.75
NTA CERT MAIL	\$4.75
NTA REG MAIL	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5	\$15.00
TRIP 6 (CEB)	\$15.00
TRIP 7 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$132.60

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$132.60 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective Today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.
 - OR Board's Discretion
 - This concludes my presentation.

CCS Report End

Mr. Mardy addressed the Board and stated that he had a situation and has been unable to take the trash out. Mr. Wilson asked if he is unable to get a dumpster to get rid of the trash. Mr. Mardy responded yes. Mr. Wilson stated that they should try to remove the wood and that it will be costly. Mr. Marino asked if the intention with the property is to rebuild and have services again. Mr. Mardy responded yes. Ms. Jones asked what the issue with the permits is. Mr. Lozada responded that the permits have expired. Mr. Marino stated that he saw a sign that says El Dorado on the property and asked if El Dorado is the contractor and if they are still working. Mr. Mardy responded yes. Mr. Wilson asked if the contractor was the one that placed the debris on the property and if they did, they should be responsible for removing it. Mr. Mardy stated that removal of the debris was not part of their contract. Ms. Jones asked if El Dorado is currently doing work without a permit. Mr. Mardy responded no. Ms. Jones stated that work without permits is not permitted and that the debris needs to be cleaned up and the grass cut and asked how long it will take to take care of those items. Mr. Mardy responded 60 days to clean up. Ms. Jones stated that 60 days is a really long time to just clean up. Mr. Bennett asked if there were still tires on this premises. Mr. Lozada stated that he did not recall seeing tires on the premises when he inspected today. Mr. Wilson asked Mr. Mardy if he is the property owner. Mr. Mardy responded yes. Mr. Wilson stated that if he hires contractors to do work, those contractors should place dumpsters on site for the debris. Ms. Jones stated that hiring contractors that leave debris behind creates an expense but that her concern is safety when she considers making a motion and that 60 days is too long. Mr. Mardy asked what about 30 days. Mr. Wilson asked what are they going up against. Mr. Mardy stated that they want to keep up with the maintenance of the property until they can remodel. Ms. Jones asked Mr. Lozada that if the work has stopped do they still need a permit. Mr. Lozada stated yes because work has already been done that has not been inspected. Mr. Wilson asked how much time Mr. Mardy would like. Mr. Mardy stated 30 days. Mr. Colburn made a motion to accept staff recommendation with effective date of 30 days (04/12/2023). Ms. Jones seconded the motion. All voted in favor. The motion passed unanimously.

- 7.6** Case # 2022-00494
City of Lake Wales VS Lupe Castellon and Rafael Castellon
315 Polk Ave E
PID: 27-30-01-883000-050090
Violation(s): 23-521 Garaging and parking of vehicles, trailers, recreational and noncommercial vehicles and boats; 12-233.1 Sanitation and storage of materials; 12-230.12 Boarded up structures

“This case was not presented to the Board.”

7.7 Case # 2023-00024
City of Lake Wales VS B&B Enterprise Inc
315 Lincoln Ave W
PID: 27-29-35-880000-001010
Violation(s): 12-233.1 Sanitation and storage of materials; 7-8 Building Permit Required;
18-26 Obstructing

Kevin R. Blackman, property owner was present to provide testimony.
Ms. Lozano administered the oath to all persons mentioned above.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2023-00024

OWNER: B&B Enterprise Inc

VIOLATION ADDRESS: 315 Lincoln Ave W

PARCEL # 27-29-35-880000-001010

VIOLATION DATE: 01/13/2023

VIOLATION(s): 12-233.1 Sanitation and storage of materials
7-8 Building Permit Required
18-26 Obstructing (public R.O.W)

Facts regarding this case are:

- Notice of Violation Issued: 01/18/2023
Date to comply: 02/02/2023
 Certified Mail Only Delivered: 02/21/2023
- Notice to Appear issued: 03/01/2023
Date to Appear: 03/13/2023
 Certified Mail Only Delivered: REFUSED 03/04/2023
 Regular Mail
 Was posted at the violation address on 03/03/2023
- March 6, 2023 - Mr. Kevin Blackman came in to inquire about violations and stated we sent to the wrong person. Staff explained that notices were sent to the owner on record according to Polk County property appraiser. He stated that the record should also say Kevin Blackman Enterprises. Staff printed the property appraiser record for Mr. Blackman as well as the Sunbiz record which shows the registered agents for B&B. Staff also provided him with the notice of violation and showed him pictures of the violations. Staff explained that the case will be heard on March 13, 2023 and should he want to speak on this matter, staff would need a signed notarized statement from one of the registered agents, otherwise the Board may not allow him to speak on this case.
- As of today's date, the cited violations still exist.

PROPERTY CASE HISTORY:

2018-00575	Torn tarp on roof	Closed
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COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$4.75
NTA CERT MAIL	\$4.75
NTA REG MAIL	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3 (CEB)	\$15.00
TRIP 4 (FUTURE TRIP)	\$15.00
LIEN RELEASE	\$10.00
TOTAL	\$77.60

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$77.60 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective Today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.

- OR Board's Discretion
- This concludes my presentation.

CCS Report End

Mr. Lozada stated that Mr. Blackman did update the ownership error and staff called him to let him know that he should appear to this hearing to speak on his own behalf. Mr. Lozada stated that he is amending his recommendation and that fines should start within 30 days.

Mr. Blackman stated that he received a telephone call notifying him that there was a sign on his property and that he came down to Lake Wales and went into the Code Compliance Division and told staff that he does not own B&B and thought that he was spoken to rudely and was told that he needed to provide a notarized statement from one of the registered agents from B&B to be able to speak on this matter. He stated that he walked out of the office and immediately went to Bartow and there he was informed that there had been a clerical error and the property ownership was placed under a company in Longwood, FL. He stated that he then called Code Enforcement and after they checked the records he was told that he could appear and speak before the Board. He stated that he believes that due process did not properly occur since the notices were issued under the other company name. He stated that he believes that dignity and respect exist and that he did not get any respect. Mr. Wilson asked Mr. Blackman how long he has owned the property. Mr. Blackman stated that he has owned the property since 2017. Mr.

Wilson asked if the clerical error was on the Property Appraiser. Mr. Blackman responded yes. Mr. Wilson stated that this is why he feels Mr. Lozada is amending his recommendation to 30 days to account for the error. Mr. Jones stated that she appreciates Mr. Blackman's statements and apologized for whatever disrespect he received but that regardless of the error we would still end up back here which is the reason that staff asked him to be here. Mr. Blackman stated that not much happens near his property and he usually gets a phone call from someone letting him know and as soon as the sign was posted someone called him to let him know about it. Mr. Jones asked that in order to give him a deadline the Board would like to know how time he needs. Mr. Blackman stated that he needs to know what type of permits he needs. Mr. Lozada stated that the building has been worked on and that there has been electrical work, drywall and duct material is visible, and that all kinds of work has been done without the proper permits. Mr. Blackman stated that back in July he contacted Ms. Cochella about an exemption permit and stated that the Building Official would not open a building permit. Mr. Blackman stated that the contractor applied for the permits and there was nothing he could do and stated that he should have a set of plans by tomorrow. Mr. Blackman stated that no work has been done that requires permits. Ms. Jones stated that permits that were open, have not had inspections and that those permits need to be re-opened. Mr. Blackman stated that he understands. Ms. Jones asked how long it would take Mr. Blackman to be prepared to submit the permit applications. Mr. Blackman restated that he will have plans by tomorrow. Mr. Bennett asked if posting the premises constitutes as proper notice. Mr. Lozada responded yes. Ms. Jones made a motion to accept staff recommendation with an effective date of 45 days (4/27/2022). Mr. Marino seconded the motion. There were nays heard and a roll call vote was requested. The roll call vote is as follows:

Ms. Jones- Yes
Mr. Marino- Yes
Mr. Bennett- Yes
Mr. Colburn – Yes
Mr. Austell – No
Mr. Wilson – Yes

Motion passed: 5 yes , 1 no

Ms. Lozano asked Mr. Blackman if his mailing address is the Longwood address. He stated that it is not. Ms. Lozano let Mr. Blackman know that he should contact the Property Appraiser to ensure that they correct the mailing address as notices may still be sent to the Longwood address as the Longwood address still appears on the property appraiser record. Ms. Jones stated that within the case file there is warranty deed that shows a mailing address in Winter haven and confirmed with Mr. Blackman that the Mary Jewett Circle address is his mailing address. Mr. Blackman confirmed the Winter Haven address is correct. Ms. Jones recommended to staff that they mail notices to the Winter Haven address. Mr. Galloway stated that this would be ok. Ms. Lozano stated she will send notices to the Winter Haven address, but Mr. Blackman should still attempt to get the mailing address corrected on the property appraiser record.

7.8 Case # 2022-00457
 City of Lake Wales VS Shantel Dayanara Muniz Vega
 520 10th Street s
 PID: 27-30-12-925000-000020
 Violation(s): 12-233.1 Sanitation and storage of materials; 12-237.4 Storage and use of
 garbage and recycling containers

Property owner was not present to provide testimony.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2022-00457

OWNER: Shantel Dayanara Muniz Vega

VIOLATION ADDRESS: 520 S 10th Street

PARCEL # 27-30-12-925000-000020

VIOLATION DATE: 10/25/2022

VIOLATION(s): 12-233.1 Sanitation and storage of materials
 12-237.4 Storage and use of garbage and recycling containers

Facts regarding this case are:

- Notice of Violation Issued: 11/01/2022
 Date to comply: 11/16/2022
 Certified Mail Only Delivered: 11/16/2022

- Notice to Appear issued: 03/01/2023
 Date to Appear: 03/13/2023
 Certified Mail Only Delivered: 3/3/2023 USPS –NOTICE LEFT/3/8/2023 USPS
 REMINDER LEFT TO SCHEDULE PICK UP
 Regular Mail
 Was posted at the violation address on 03/03/2023

- As of today’s date, the cited violations still exist. There has been no communication with
 the property owner.

PROPERTY CASE HISTORY:

2022-00408	High Grass and Weeds/Sanitation	Closed
2021-00545	Sanitation/Hedges	Service Lien-\$889.18
2021-00137	Sanitation	Closed
2019-00463	High Grass and Weeds	Closed

COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$4.57
NTA CERT MAIL	\$4.75
NTA REG MAIL	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5	\$15.00
TRIP 6 (CEB)	\$15.00
TRIP 7 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$132.42

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$132.42 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 150.00 (per day), every day the violation exists effective today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.

- OR Board's Discretion
- This concludes my presentation.

CCS Report End

Mr. Lozada stated that he did get a phone call from someone claiming to represent the property owner and they stated that they would correct the violations, however violations still exist.

Mr. Colburn made a motion to accept staff recommendation. Mr. Marino seconded the motion. All voted in favor. The motion passed unanimously.

7.9 Case # 2023-00042
 City of Lake Wales VS Stefanie Michelle Anderson
 718 Wildabon Ave
 PID: 27-30-01-893100-002060
 Violation(s): 23-543 Fence and hedges, 12-233.1 Sanitation and storage of materials, 12-233.2 Grading and Drainage; 12-233.1 Dangerous Conditions-General

Stephanie Michelle Caraway, property owner was present to provide testimony.
 Ms. Lozano administered the oath to all persons mentioned above.

Code Compliance Supervisor (CCS) Jose Lozada presented the case.

CCS Report Start

CASE # 2023-00042

OWNER: Stefanie Michelle Anderson

VIOLATION ADDRESS: 718 Wildabon Ave

PARCEL # 27-30-01-893100-002060

VIOLATION DATE: 01/20/2023

VIOLATION(s): 23-543 Fence and Hedges
 12-233.1 Sanitation and storage of materials
 12-233.2 Grading and Drainage
 12-233.1 Dangerous Conditions-General

Facts regarding this case are:

- Notice of Violation Issued: 01/20/2023
 Date to comply: 02/04/2023
 Certified Mail Only Delivered: 01/23/2023

- Notice to Appear issued: 03/03/2023
 Date to Appear: 03/13/2023
 Certified Mail Only Delivered: 03/06/2023
 Regular Mail
 Was posted at the violation address on 03/03/2023

- As of today's date, the cited violations still exist. There has been no communication with the property owner.

PROPERTY CASE HISTORY: None

COSTS OF ENFORCEMENT/HARD COSTS:

TRIP 1	\$0
NOV CERT MAIL	\$4.57
NTA CERT MAIL	\$4.75

NTA REG MAIL	\$0.60
NTA POST	\$12.50
TRIP 2	\$15.00
TRIP 3	\$15.00
TRIP 4	\$15.00
TRIP 5 (CEB)	\$15.00
TRIP 6 (FUTURE TRIP)	\$15.00
LIEN RECORDING	\$10.00
LIEN RELEASE	\$10.00
TOTAL	\$117.42

STAFF REQUESTS THE BOARD:

- 1) Find that all cited violations were allowed to exist past the date for correction and
- 2) Find that Proper Notice has been afforded to the Property Owner and,
- 3) Find that all Procedural requirements have been met.

Imposing the cost of enforcement of \$117.42 to present this case.

AND STAFF RECOMMENDS THE BOARD:

- 1) Impose a fine in the amount of \$ 250.00 (per day), every day the violation exists effective today and authorize an Administrative Lien be placed against the property until such time as all violations are corrected, and an Affidavit of Compliance is issued by a representative acting for the city and restitution is made for all fines and costs incurred by the city to present this case.
 - OR Board's Discretion
 - This concludes my presentation.

CCS Report End

Mr. Lozada stated that at today's inspection the fence has been repaired but all other violations still exist.

Ms. Caraway addressed the Board and stated that she has lived in the house for 30 years and has always been able to maintain the property, but that at the end of last year her husband was diagnosed with cancer and then the hurricane caused damage to the fence and shortly after that her husband was placed on hospice care. She stated that she works as a health care giver and works at least 90 hours per week and at times she takes her husband with her to work. She apologized that she has not had the time to maintain the property but that she has hired people to help who have either not shown up and disappeared after payment and did not finish the work. She stated that the hole was going to be a fire pit and that she still plans on making it a fire pit. She stated that there is a table saw that they were using for repurposing furniture and that since the fence has been repaired the safety hazard of the hole is out of the way. Ms. Jones asked if the fence being repaired takes care of the first violation but it does not take care of the sanitation violation. Mr. Lozada responded no because we know the violations are there, they have already been observed. Ms. Jones asked if Ms. Caraway cannot store things on her lawn. Mr. Lozada stated no and that the violations can be observed through the slots of the fence. Ms. Jones asked about the grading. Mr. Lozada stated that it constitutes a hazard. Ms. Caraway stated that the fence was up but that the hurricane blew the fence down and she had been unable to do any of the maintenance on the home and that she finally had a friend fix the fence as she would still like

to have a fire pit. Ms. Jones asked if the dangerous conditions – general is in regards to the effect on the public and asked for council input. Mr. Galloway stated that since the fence is up, then the hole is not easily accessible to the public. Ms. Jones made a motion to dismiss: 23-543 Fence and Hedges; 233.2 Grading and drainage; 12-233.1 Dangerous conditions-general and to accept staff recommendations on 12-233.1 Sanitation and storage of materials with an effective date of 15 days (03/28/2023). Mr. Austell seconded the motion. All voted in favor. The motion passed unanimously.

7.10 Case # 2022-00236

City of Lake Wales VS Nara de Abreau Azevedo and Julio C. Duran
814 Lakeshore Blvd S
PID: 27-30-01-884000-059122
Violation(s): Multiple Violations

“This case was not presented to the Board.”

8) PUBLIC COMMENTS AND PETITIONS

Mr. Wilson opened the floor for public comments.

There was no one to make public comments.

9) BOARD/STAFF COMMENTS/OTHER BUSINESS

Ms. Lozano addressed the Board and welcomed Mr. Bennett to the Board. Ms. Lozano stated that she forgot to mention at roll call that Ms. Paul has resigned and that her letter is included in the digital documents provided to the Board. She stated that due to Ms. Paul resigning Mr. Colburn now sits permanently on the Board and Mr. Bennett has moved to Alternate 1. The Board welcomed Mr. Bennett and congratulated Mr. Colburn.

Ms. Lozano then went on to read a memo she prepared for the Board about notices and the state statute that governs notices. Her intent was to put the Board members at ease and to ensure them that staff is following the proper procedures and that cases will not be presented to the Board until proper notice has happened for the Board to have jurisdiction over the cases. Mr. Wilson stated that he thanks Ms. Lozano for going above and beyond and preparing this presentation for the Board and that his concern when he asks is that he wants to get it on the record that proper notice has happened. Mr. Wilson stated that he knows that staff is doing the right thing.

Ms. Lozano stated that due to Ms. Paul resigning we now have the alternate 2 vacancy and if the Board knows of anyone to please refer them to apply. Ms. Lozano thanked the Board for their time and stated that we could not accomplish what we do without them.

Mr. Lozada thanked the Board for their time.

Mr. Galloway also thanked the Board for their time.

Mr. Bennet stated that he would like to thank the Board for the favorable recommendation as he has always felt that this Board is very important to the community. He

stated that he feels residents on a Board is better than a magistrate and the Board is more effective. He stated that a lot of jurisdictions have moved to magistrates. He also stated that he is an alternate so please call him whenever he is needed and will make sure to make himself available.

Mr. Colburn stated that he is happy to move to the big boy seat and that he has done what Mr. Marino does and took his wife to see these properties ahead of time and now we are armed with our eyes and he is able to bring more knowledge to the table. He stated that the more he rides around the City there is more compassion for the City in his eyes.

Mr. Austell stated that he will start to speak up more.

Ms. Jones stated that she appreciates everyone.

Mr. Marino stated that his main concern is that for the 6 years that he has served on the Board, we now we have more problems with out of town developers like Mr. Vernon who may have overlooked some things, and that he agrees when Mr. Wilson says that there needs to be more education, but he does not know how we are going to educate people.

Mr. Wilson stated that Mr. Bennett missed his previous comments at the previous meeting where he wished Mr. Bennett well and that he is glad that Mr. Bennett is part of the Board and that he loves the Board. He stated that he does not want the Board to be the Jones, Marino, Wilson show and encouraged other Board members to speak and have more consistent participation. Mr. Wilson also stated that he spoke with Ms. Lozano and that going forward he would like to see some sort of recognition when Board members resign or term off the Board. He stated that Ms. Lozano will be working on inviting Ms. Paul and Mr. Cannon back to award them with some sort of plaque or certificate to recognize them for their service. He thanked everyone for their time and service.

11) ADJOURNMENT

With no further business to discuss, the meeting was then adjourned at 7:35pm.

Dwight Wilson, Chairperson or
Ralph Marino, Vice Chairperson

Attest:

Fany Lozano, Recording Secretary