

1 **Polk Association of Code Enforcement**
2 **Member Meeting Minutes**
3 **January 11, 2023**

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5 President Tonya Long called the meeting to order at 9:00 am.

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7 **Board Member Roll Call:** President – Tonya Long Present
8 Vice President – Brandon Altman Present
9 Treasurer – Steven Cote Absent
10 Secretary – Danielle Ford Present

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12 **Others Present:** See Membership Sign-in Sheet

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14 **Speaker/Education Topic:** Matt Weidner, Attorney at Weidner Law
15 Foreclosures in Code Enforcement

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17 Break 10:15 am – 10:30 am

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19 Approval of October 12, 2022, Meeting Minutes

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21 **MOTION:** Brian Nadeau, motioned to approve the October 12, 2022, minutes as presented

22 **SECOND:** Melanie McVay, seconded the motion

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24 **Membership Vote: Motion carried unanimously.**

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26 Approval of Treasurer's Report from January 2023

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28 October beginning balance was \$5,528.42.

29 Expenses were \$54.00

30 Deposits were \$0.00

31 Interest was \$.05

32 October ending balance was \$5,474.43

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34 November beginning balance was \$5,474.43

35 Expenses were \$747.80

36 Deposits were \$0.00

37 Interest was \$.20

38 November ending balance was \$4,726.83

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40 *At the time of the drafting of the Treasurer Report, December 2022 statement was not available*

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42 **MOTION:** Tanya Tucker, motioned to approve the January Treasurer report as presented

43 **SECOND:** Angela Kaiser, seconded the motion

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45 **Membership Vote: Motion carried unanimously**

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47 Strategic Planning of Mission Statement

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49 Discussion of mission statement for PACE. The finalized mission statement to be voted on was "To
50 *eliminate blight and enhance the quality of life of citizens served through promoting professionalism and*
51 *education of it's members.*"

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53 **MOTION:** Susel Ceglarek, motioned to approve the Mission Statement as presented

54 **SECOND:** Tanya Tucker and Denise Purcell, seconded the motion

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56 **Membership Vote: Motion carried unanimously**

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Discussion Topic – Landlord/Tenant Complaints

Each jurisdiction provided information on how they handle landlord/tenant complaints received, especially if they are considered to be retaliatory. While a small number of jurisdictions either haven't had any or very few complaints, the overall general consensus for the remaining jurisdictions is that they have adopted standard procedures/practices under the FL Statutes for such complaints (i.e. take the complaint and do an inspection after obtaining consent to enter. Then, open a case and follow standard Code Enforcement procedures for sending a Notice to the owner all the way through Hearing if it goes that far). It was also discussed that Code Enforcement officers should provide information to the tenant concerning landlord/tenant rights, which can be printed out from different resources such as Florida Rural Legal Services.

PACE Membership Renewals were due October 1st

As another reminder, membership renewals were due October 1st. Tonya Long will review payments received to ensure that there are no overdue membership fees owed.

FACE Updates

1. The next board meeting will be held on January 17, 2023.
2. The annual FACE conference will be held in June 2023 in Cape Coral, FL.
3. Tonya Long has sponsorship paperwork to review, however it may not be in the budget for this year's conference. PACE typically pays the donation for the 50/50 table, which will likely be done this year.

Confirmation of 2023 Meeting Locations

February's meeting will be hosted by Polk County at the Bartow Airbase, with the topic being Environmental Crimes; March's meeting will be hosted by Haines City at the Haines City Police Department; April's meeting will be hosted by Lakeland at the Coleman Bush Building; and May's meeting will be hosted by Fort Meade at the Community Center. The FACE Conference will be held in June, so meetings will resume in July (host and location TBD).

Requested Training Topics for Future Meetings

A discussion was held on future training topics and the following topics were requested: a) Bedbugs and other infestations; b) Chemical Suicide Awareness; c) Drug Paraphernalia; d) Keep Polk County Beautiful; e) Landfill Tour; and f) Homestead Exemption Fraud. If any other topics would be of interest to the group, please send an email to the Board.

Announcements

New Members: We have a lot of new PACE Members: Sergio Romero with Auburndale; Christopher Cameron, Kristi Crowell, Patrick Doyle, William Evans, Hector Medina, Jenna Peterson, and Megan Worley, all with Polk County.

Job Opportunities: City of Lakeland has an open position for a code investigator.

Other Announcements: Tanya Tucker announced that Polk County is trying to offer a Level I certification class in either March or April of 2023.

February 2023 Meeting

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February's meeting will be hosted by Polk County at the Bartow Airbase (4200 Ben Durance Rd, Bartow, FL) as previously discussed.

MOTION: Tanya Tucker, to adjourn the meeting at 11:15 am


SECOND: Lisa Harris, seconded the motion

Membership Vote: Motion carried unanimously



Tonya Long, President

Attest:



Respectfully submitted by
Danielle Ford, P.A.C.E. Secretary
February 8, 2023