

Holiday Park Park & Recreation District

Meeting Minutes - Fine Committee Meeting held 9/20/2023

Committee Members Attending: Kim Branch (Chair), Marilyn Kenaga, Sharon Kohnoski, Norm Olszewski, Karin Anderson, Roland Ficken

Other Attendees: Carmella Coons, Diana Dodge

Committee Members Absent: None

1. Housekeeping Items:

- a. Introductions were made for the new committee member, Roland Ficken. Roll call was done and all committee members were present.
- b. Kim Branch discussed that the Fine packages were provided to the committee members the previous week. There were no questions.
- c. There were no questions about the meeting minutes from the 8/17/2023 meeting. Karin Anderson moved to accept the minutes as written. Norm Olszewski seconded the motion. All members were in favor of accepting the minutes as written.
- d. Kim Branch reviewed the new form that would be used to communicate the results of the fine committee meetings to the Park Manager.
- e. Kim Branch reviewed the Sunshine Law requirement for meeting minutes as a "brief summary" and that a verbatim transcript is not required.
- f. Kim Branch reviewed the Committee goal (will continue to do this at each meeting); there were no questions.
- g. Kim Branch discussed what was contained in the Fine "packages" that were handed out to the committee members ahead of time (facts and data related to the Board-recommended fines) and that committee members cannot talk to each other about the information until the meeting.
- h. Kim Branch reminded attendees who were not owners/residents with recommended fines being covered at the meeting were not allowed to speak about specific fines. However, if attendees have feedback on the general fine committee meeting process, they can speak at the end of the meeting for a maximum of 3 minutes.
- i. Kim Branch reminded the committee members that since the committee has voting authority (not simply advisory), the Sunshine Law applies. Per the Sunshine Law, each committee member must vote if a vote is taken unless a committee member has a conflict of interest (i.e. voting on a fine being discussed could introduce bias or prejudice).
- j. Kim Branch stated that per Florida Statute 720, the Fine Committee must have at least 3 members and pass or fail of the fine is by majority vote. If there is a tie, then Kim Branch (as the Chair) would excuse herself from the vote.
- k. Kim Branch reminded everyone that the Holiday Park Fine Procedure and fine schedule are on the Park website under Governance, Rules & Regulations.

2. 6330 Parkview Court – Joann Strichko Fine Discussion:

- a. Kim Branch mentioned that Joann Strichko would not be attending via phone (she was out of town). She requested to be called after the meeting to know the results.
- b. Carmella Coons mentioned that she had spoken to Joann who was prepared to take positive action on the paint issue.
- c. The committee reviewed and discussed the artifacts provided by the District Manager for the Board of Trustee-recommended fines which included: 1) ACC permit application, 2) Board of Trustee meeting minutes, 3) District Manager letters to Joann, and the 4) District Manager's "timeline" which showed the dates relevant to artifacts/meetings held to discuss the fines. In addition, there was a discussion about conversations with Carmella.

- d. It was mentioned that the ACC permit in the package was over 12 months old and perhaps the recommended fine should have been for doing work without a permit (instead of not painting the color on the ACC permit).
 - e. Karin mentioned that each letter sent by Carmella provides the property owner the opportunity to provide a plan to correct the issue so the Board of Trustees do not have to recommend fines. Karin also reiterated the process of daily fine accumulation.
 - f. Norm made a motion to vote on the two fines together. Karin seconded it. The Committee voted to approve the two fines. The vote was unanimous.
3. 6303 Berry Court – Diana Dodge Fine Discussion:
- a. Diana Dodge was in attendance accompanied by a friend, Joe.
 - b. The committee reviewed and discussed the artifacts provided by the District Manager for the Board of Trustee-recommended fines which included: 1) ACC permit application, 2) Board of Trustee meeting minutes, 3) District Manager letters to Diana, 4) Stop work orders, 5) Diana’s written response to Carmella, and 6) District Manager’s “timeline” which showed the dates relevant to artifacts/meetings held to discuss the fines.
 - c. Karin reiterated that the District Manager’s letters gave the owner ample opportunity to correct the issue.
 - d. There were no questions on the package so Diana was given the opportunity to speak in her defense. Diana and Joe were confused about the Holiday Park ACC permit process and what steps (and what order the steps) should have been taken and what documents (drawings, surveys, etc) should have been attached to the original ACC permit. Diana’s missed the ACC meeting the previous Friday where her two new ACC permit applications were supposed to be discussed. In her absence the applications were not discussed at the ACC meeting. There was a lengthy discussion with committee members and Diana/Joe regarding the ACC permit process; who Diana could talk to for clarification and where on the Holiday Park website she could find information.
 - e. Norm made a motion to vote on fines individually. Karin seconded it. The Committee voted to approve three of the five fines. Two recommended-fines were disapproved.
4. The floor was then open for comments from attendees not associated with the Board-recommended fines. There was a comment regarding ensuring that Park management is aware of people with disabilities or medical issues when it comes to understanding the processes. There were two residents that asked questions about the Fine process; these questions were addressed by all of the Fine committee members.
5. Norm Olszewski moved to adjourn the meeting. Karin Anderson seconded it. Meeting was adjourned.