

Holiday Park Park & Recreation District
Board of Trustees Regular Meeting

December 14, 2023

I. **Call To Order** by Chairperson Cheryl Morris at 7.00 p.m.

II. **Pledge of Allegiance**
Invocation given by Sharon O'Reilly

III. **Roll Call**

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|----------------------------|-----------------|---------|
| Chairperson | Cheryl Morris | Present |
| 1 st Vice Chair | Ken Judd | Present |
| 2 nd Vice Chair | Deborah Perla | Present |
| Treasurer | Don LaMaster | Present |
| Secretary | Sharon O'Reilly | Present |
| Assistant Secretary | Shawn Slattery | Present |
| Trustee | John Rabideau | Present |
| Trustee | Bob Bachman | Present |
| District Manager | Carmella Coons | Present |
| Sergeant at Arms | Robert Burleigh | Absent |

IV. **Approval of Previous Minutes 11/28/2023**

- Motion to approve Regular Meeting Minutes of 11/9/2023, by Shawn Slattery, Second by Ken Judd.
Motion carried.
- Discussion: Sharon O'Reilly will make sure the Treasurer Report is attached to the minutes.
- Motion to approve Workshop Minutes of 11/28/2023, by Shawn Slattery, Second by Bob Bachman, with correction of two typographical errors.
Motion carried.

V. **District Manager Report**

1. Carmella Coons gave an update on Phase 2 pool repairs. The tank was delivered 12/11/2023, and installation started today (12/14/2023). Concrete Cowboys completed the walkway. Stucco work, done inhouse, has been completed, except for painting. Pool pavers are being repaired. The concrete and pool furniture will be powerwashed. The pool should reopen by the end of January 2024.

SCANNED

2. A gas container, as advised by insurance, has been ordered and is in transit.
3. The recently-hired maintenance person, Scott, has resigned. Carmella Coons hired a new maintenance worker, Nick Perrine.
4. The office will close at noon on 12/22/2023.
5. Carmella will be on vacation 12/18/2023 – 12/22/2023, but will be available by email and phone.
6. The sign company has not responded to Carmella's emails or text messages. Bob Bachman stated that he saw the sign company working in Holiday Park today (12/14/2023).
7. A new pipe has been ordered for the Palena storm drain project.
8. Wessel has not responded to emails regarding a date for the Phase 1 electrical update.
9. Carmella is aware that the gates have been acting up with high winds, and she is monitoring them.
10. Carmella wished everyone a "Merry Christmas."

VI. Treasurer Report

- Don LaMaster gave the November 2023 Treasurer Report. See Attachment A.
- The Trees for Tuscola fund has \$2,700, and Don thanked all those who have donated. More trees will be planted in May or June of 2024.

VII. Chairperson Report

1. Three supplemental items will be added to today's agenda:
 - i. Holiday Park General Rules and Regulation Changes
 - ii. Increase Price for Name Badges
 - iii. Christmas gifts for staff
2. Item #4 under New Business: Welding of Old Gate, has been removed from today's agenda, since D&D Garage took the old gate. Carmella Coons will send an email requesting the gate be returned.
3. Holiday Park's Federal Emergency Management Agency (FEMA) attorney, Anthony Ettore, after responding to a request for additional information,

completed and submitted our application on 12/5/2023. We are hopeful that we will receive some FEMA money, but there is no guarantee.

4. The annual, mandatory Ethics and Sunshine Law Training is scheduled for 4/5/2024, at 10:00 a.m.
5. Holiday Park was asked to submit financial information pertinent to Senate House Bill 4-A. This may allow us to be paid for money held back from FEMA.

VIII. Trustee Report

- Ken Judd is still working on getting the compound spots numbered.
- Shawn Slattery asked for a vacant lot update. Carmella Coons stated she thinks there are 80. Shawn asked about progress on the demolition of LLC homes. Three LLC homes have been demolished in the last week. Carmella stated that a fine letter was sent to the LLC, but she has not had any response. Ken Judd suggested that Carmella check to see if permits have been pulled for demolition of the remaining LLC homes.
- Deborah Perla asked if we could fine the LLC for landscaping violations, and Carmella Coons stated she will follow up on this.
- Sharon O'Reilly thanked Kathy Bachman for scheduling the North Port Police Department Safety Presentation on 2/1/2024, at 6:30 p.m., in Phase 1 Hall. She also reminded Trustees that they agreed at the last meeting to use the terminology "manufactured homes" when discussing Holiday Park homes and in official documents going forward.
- Don LaMaster: See Treasurer Report.
- John Rabideau: Nothing to report.
- Bob Bachman: Nothing to report.

IX. Resident Comments

None.

X. Old Business

A. Priority List Short--Term

Cheryl Morris asked the Board to fund three projects, as agreed at the last workshop:

- Item #12, Collapsed Drain Pipe Repair – Paradis.

A motion was made by Deborah Perla, Second by Bob Bachman, to spend up to \$5,000 to repair the collapsed pipe on the Paradis property. Discussion ensued. There was general agreement that this project will probably cost more than \$5,000. There was discussion as to how this project will be funded and a suggestion to use the Road Fund. Don LaMaster stated that the funds will come from repairs in the budget, and we cannot use the Road Fund. It was agreed that the future budget may need to be reevaluated and may need to include a drainage fund.
Motion carried.

- Item #28, Replace Electrical Board – Library.

A motion was made to replace the electrical panel in the library, at a cost of \$8,249, by Bob Bachman, Second by Shawn Slattery.
Motion carried.

- Item #27, Big Fish Maintenance Agreement.

A motion was made to accept the Big Fish Managed Services Agreement Option 1, at a cost of \$713.26/month, by Sharon O'Reilly, second by Shawn Slattery.
Motion carried.

- Cheryl Morris brought up the issue of funding the front gate repair (New Business Item #5, Stacy Smith Court Case). As reported at the last meeting, it is unlikely that Stacy will be able to pay for damages that exceed the \$10,000 covered by her car insurance.

A motion was made by Shawn Slattery, Second by Bob Bachman, to accept the \$10,000 from Stacy Smith's car insurance company and submit the balance for the remaining gate repair costs to Holiday Park's insurance company.
Motion carried.

- Item #33: Remove faux brick on Phase 2 Building and paint is being done inhouse.
- Item #34: Laundry Room Washer Overflow was presented by Carmella Coons. She stated that GEM Plumbing did not replace the three P traps, resulting in a persistent odor. Carmella is getting a bid from Pied Piper and GEM Plumbing. She stated that Pied Piper estimated the cost at \$5,000 - \$7,000.

A motion was made by Don LaMaster, Second by Bob Bachman, to fund the P trap replacement project up to \$7,000.
Motion carried.

Discussion: Carmella Coons agreed to get written bids from both companies.

- Cheryl Morris asked that we add repair of the Phase 1 pool ladies restroom to the short-term priority list. She asked Carmella Coons to explain the issue. There is a clog in the floor drain, which has not been unclogged despite numerous attempts. This makes sink #2 unusable. Carmella spoke with Don Trost at Pied Piper, who gave her a verbal estimate of \$2,000, and GEM Plumbing's estimate was \$6,000 to make the sink #2 drain workable via a bypass procedure requiring the wall to be cut and reattached.

A motion to repair sink #2's drain in the Phase 1 ladies restroom, at a cost not to exceed \$3,000, by Bob Bachman, Second by John Rabideau.
Motion carried.

B. Big Fish Maintenance Contract

This was discussed and voted on under Old Business, Item A.

C. Streaming Videos and Recording of Minutes

This was discussed at length at the last workshop. It was clarified that streaming is the same as recording and that the term "recording" should be avoided. If Holiday Park decides to stream meetings, the Board would be responsible to maintain the video under retention laws, and the staff would need to make the videos available upon request.

A motion was made by Shawn Slattery, Second by Bob Bachman, to ask resident volunteers to stream the meetings on their personal You Tube accounts.
Motion carried.

Bob Bachman and Sharon O'Reilly asked for residents to volunteer to stream meetings and to let Carmella Coons know if they were willing to volunteer. The retention laws would not apply, if the meetings are streamed on personal accounts.

Cheryl Morris will further discuss this issue with our sister parks at the next quarterly meeting in January 2024.

D. Activities and Recreational Council (ARC) Requested By-Law Changes

Shawn Slattery reviewed the changes agreed upon at the last workshop meeting and the process for making those changes.

The Board agreed on the following process: Notice of a public hearing will be posted no later than 1/1/2024, which is 10 days prior to the next Regular Meeting on 1/11/2024. The public hearing will be held at 6:45 p.m., on 1/11/2024, and a vote on the changes will be taken at the next Regular Meeting on 1/11/2024.

E. Stacey Smith Court Case

This item was discussed and voted on under Old Business, Item A.

XI. New Business

A. Certificate of Deposit (CD) Purchase

Don LaMaster suggested we take \$350,000 from the Road Fund and place it in either a 7- or 11-month CD. There would be a 1% penalty for early withdrawal.

A motion was made by Don LaMaster, Second by John Rabideau, to place \$350,000 from the Road Fund into a 7-month CD.
Motion carried.

B. Phase 2 Brick Removal and Painting

This was discussed under New Business, #1.

C. No Outlet Sign @ Vista

After discussion, the Board agreed to place "NO OUTLET" signs at the intersection of Vista and Holiday Park Boulevard, and at the entrance to the Phase 2 delivery gate on Palena Blvd.

D. Welding of Old Gate

Deleted from the agenda. See "Chairperson Comments."

XII. Supplemental Items

A. Holiday Park Rules and Regulations Changes

Shawn Slattery presented the changes agreed upon at the last workshop.

A motion to accept the proposed changes to the Rules and Regulations by Shawn Slattery, Second by Bob Bachman.
Motion carried.

Shawn Slattery will format and update the Rules and Regulations.

B. Increase Price for Name Badges

A motion to increase the price for name badges from \$12 to \$15 by Bob Bachman, Second by John Rabideau.
Motion carried.

C. Christmas Gifts for Staff

Carmella Coons left the meeting for this discussion. Don LaMaster stated that the Men's Club voted today (12/14/2023) to give each staff member, including Carmella Coons, a check for \$100, except for the newer employee, Mark, who will receive \$50. Kathy Bachman stated that she anticipates ARC will give these same gifts, but a formal vote needs to be taken at the next ARC meeting on 12/19/2023, to cover this expenditure.

Don LaMaster suggested that the Board also give each staff member a bonus in alignment with the Men's Club and ARC. These bonuses must be included in the staff pay checks.

A motion was made by Don LaMaster, Second by Bob Bachman, to approve \$850 in staff bonuses, to be included in their pay checks.
Motion carried.

XIII. Trustee Comments

- Bob Bachman stated there will be an Architectural Control Committee (ACC) meeting tomorrow at 9:00 a.m., and that there is a long agenda. He reported that three-four new homes have been delivered in the last week. He is aware that nine more new homes will be coming soon.
- John Rabideau reported that he wanted to obtain photos of veterans who are new to Holiday Park. He has posted a flier on the bulletin board with more information.
- Ken Judd reminded residents that there were two meetings on 12/19/2023: Trustee Workshop in the morning, and ARC in the evening.

XIV. Resident Comments

- John Sermersheim, 6882 Hikina Dr, expressed appreciation to the Board and was happy with how the meeting was conducted tonight (12/14/2023).
- Karin Anderson, 5072 Palena Blvd., advised the Board to be careful in fining the LLC, based on individual home demolition dates. Carmella Coons responded that the LLC has not responded to her letter regarding fines.
- Steve Slocum, 6409 Keena Ct., asked why there were no pool lights for nighttime swimming. Cheryl Morris explained that, due to lack of funds, pool lights were moved to the long-term project list.

Steve also asked about the caution cone on Palena Blvd. Bob Bachman responded that the cone was placed there so cars would avoid the sink hole near the drain.

Steve was unhappy that the Board voted tonight (12/14/2023) not to stream the meetings. Sharon O'Reilly clarified that the Board voted to have resident volunteers stream the meetings, and that the Board was in favor of streaming.

Steve advised the Board to consider using solar versus hard-wired lighting.

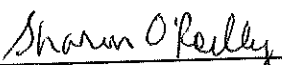
- Wayne King, 6742 Moonlight Ct., asked why the electrical plugs were not fixed. Cheryl Morris responded that the cost is \$42,000, and this item is on the mid-term project list, which the Board will tackle soon. Wayne stated he is happy with the company the LLC is currently using for home demolition. He asked what is being done about abandoned homes, including 6772 Moonlight Ct. and 5645 Holiday Park Blvd. Carmella Coons responded that she is contacting owners and will send letters informing residents of the fining process for Deed Restriction Violations.
- Bob Moore, 6861 Ocean Ct., read a three-page statement (See Attachment B), titled, "Christmas Trees Electric vs. Solar."

XV. Adjournment

Motion to adjourn the meeting by Bob Bachman, Second by Don LaMaster.
Motion carried.

MEETING WAS ADJOURNED AT 8:38 P.M.

Respectfully submitted,



Sharon O'Reilly, Secretary