

Holiday Park Park & Recreation District  
Board of Trustees Regular Meeting

May 4, 2023

- I. **Call To Order** by Chairperson Cheryl Morris at 9:37 a.m.
- II. **Pledge of Allegiance** and **Invocation** given by Sharon O'Reilly, Secretary.
- III. **Roll Call**

Chairperson	Cheryl Morris	Present
1 <sup>st</sup> Vice Chair	Ken Judd	Present
2 <sup>nd</sup> Vice Chair	Deborah Perla	Present
Treasurer	Don LaMaster	Present
Secretary	Sharon O'Reilly	Present
Trustee	John Rabideau	Present
Trustee	Jim Oliver	Present
Trustee	Bob Bachman	Present
District Manager	Carmella Coons	Present
Sergeant at Arms	Robert Burleigh	Present

IV. **Approve Previous Meeting Minutes**

- Motion to approve the meeting minutes of 4/13/2023 by Don LaMaster, Second by Bob Bachman.
- Motion carried.

V. **Report from District Manager**

- Carmella Coons announced that the Phase 2 office and gym were open and will follow the same hours of operation. A waiver must be signed, if you want to use the gym. The antenna for the front sign is being repaired. Stump grinding should begin soon, and a Trustee will need to sign the contract.
- Two employees, Tom Knoblich and Robert Hatch, have resigned.
- Bill Mitchell has resigned as the Chairperson of the two Federal Emergency Management Association (FEMA) committees.
- The company hired to work on the Transfer Station has not responded, and B&K has been hired.

SCANNED

- Karin Anderson, 5072 Palena Boulevard, asked for a Big Fish update, and Carmella Coons responded that work will be completed tomorrow. Karin reported that Big Fish has agreed to do staff training on the use of the equipment.
- Jackie Mitchell, 6563 Hikina Drive, asked when the Main Hall will be available, and Carmella Coons responded that the hall is open, and Bean Bag Baseball is scheduled for this Saturday (5/6/23).
- Lois Langtry, 6448 Keena Court, asked that tree replacement using the "Trees for Tuscola" fund be used, and Carmella Coons responded that she will work on this in the summer.

#### **VI. Treasurer's Report**

Item tabled until the next meeting as report is not complete.

#### **VII. Bond Report**

Item tabled until the next meeting as report is not complete.

#### **VIII. Chairperson's Report**

See statement read by Cheryl Morris (Attachment "A")

#### **IX. Trustee Report**

- Ken Judd will be leaving for the season tomorrow (5/5/23), but is available by phone.
- Deborah Perla asked for the location of tomorrow's (5/5/23) Architectural Control Committee (ACC) meeting, and Carmella Coons responded it would be held in the Phase 2 Card Room at 9:00 a.m.
- Sharon O'Reilly reported on the process of getting the minutes written and posted, and is trying hard to get them on the website within a week or less of each meeting. Today's meeting minutes may be delayed, as she is out of town tonight (5/4/23) through 5/14/23. She asked Carmella Coons for a Big Fish gate camera update. Cheryl Morris asked Carmella Coons to give an update at the 5/18/23 meeting.
- Jim Oliver stated he is awaiting our former lawn company (Brightview) to pick up debris piles before issuing the final payment. Brightview did finish the swales. Our new lawn company (Duval) started this week, and Jim asked for patience as

they learn the Holiday Park property. He asked that residents call the office and complete a request for corrective action, if needed. Duval has already reimbursed a resident for damage done to a bird feeder.

- Bob Bachman: None
- John Rabideau: None
- Don LaMaster: None

**X. Resident Comments**

None.

**XI. Old Business**

None.

**XII. New Business**

**A. Election of Trustee Seat 9**

- Ken Judd nominated Shawn Slattery for the position of Trustee Seat 9, Second by Sharon O'Reilly.
- Motion carried.

**B. Swearing in of Trustee Seat 9**

Carmella Coons swore in Shawn Slattery to the position of Trustee Seat 9.

**C. Proposed Budget**

- A motion was made to accept the proposed 2023-2024 Budget, as presented by Don LaMaster this morning (5/4/23) by Don LaMaster, Second by Bob Bachman.
- Motion carried.

**D. Budget Resolution for Assessment**

- A motion to accept Resolution 2023-01 by John Rabideau, Second by Bob Bachman.

- Discussion:
  - o Bill Mitchell was against a raise in the assessment due to last year's budget surplus. Cheryl Morris stated the Board of Trustees has already voted on the assessment increase.
  - o Karin Anderson asked the amount of increase, and the new assessment will be \$129.68 per month per parcel, which includes a \$5 monthly increase voted on today (5/4/23).
  - o This resolution will be posted on the website.

- Motion carried.

**E. Election of Assistant Secretary**

- Cheryl Morris nominated Shawn Slattery to be appointed to the Office of Assistant Secretary, Second by Don LaMaster.
- Discussion: Bob Bachman asked why this office was needed, and Karin Anderson clarified the rationale and stated this was advised by the Holiday Park attorney.
- Shawn Slattery accepted the nomination.
- Motion carried.

**F. Explanation of Supervisor of Maintenance and Bookkeeper Promotions; and Pay Increase for Maintenance Manager**

- Don LaMaster read a statement signed by John Rabideau and him. (See "Attachment B.")
- A job description needs to be developed for the Maintenance Manager, and this will be discussed at the 5/18/23 meeting.

**G. Contract Revision for Carmella Coons**

- A motion to accept the revised contract for Carmella Coons "First Amendment to Employment Agreement between Carmella Coons and the Holiday Park Park and Recreation District" by John Rabideau, Second by Bob Bachman.

- Discussion:
  - o Don LaMaster asked that the contract start date be changed from 6/1/23 to 6/5/23 for bookkeeping purposes. The Board of Trustees and Carmella Coons agreed to this.
  - o Bill Mitchell stated he has been very impressed with Carmella Coons' performance, and thanked her.
- Motion carried.

#### **H. Revised Trustee Job Assignments**

- A motion to accept the revised Trustee Job Assignments by Bob Bachman, Second by Don LaMaster.
- Discussion: Shawn Slattery agreed to take over the Rules and Regulations assignment.
- Motion carried.

#### **I. Park Request for Proposal (RFP) Process**

- Motion to move all RFPs from the committees to the office by Bob Bachman, Second by Jim Oliver.
- Discussion: All agreed to changes suggested by Shawn Slattery, including to #3 "Trustees" versus "Trustee," and #4 change "terminology" to "developer."
- Motion carried.

#### **J. By-Law Change for Emergency Procedures: Final Approval**

- A motion to approve the By-Law change for Emergency Procedures presented this morning (5/4/23) by Bob Bachman, Second by Shawn Slattery.
- Motion carried.

#### **K. RFP 004: Street Signs Bids**

- A motion to accept the bid for signs from Venice Englewood Sign Shop, not to exceed \$31,622.95 by Don LaMaster, Second by John Rabideau.
- Discussion between residents and Trustees included use of concrete versus foam, and Bill Mitchell reported that concrete will be used. There was

clarification on the size of signs (larger). The priority is to replace damaged signs, including stop signs and missing street signs. Holiday Park will start with replacing damaged signs, which will be submitted to insurance. Eventually, all street signs will match for aesthetic value.

- Motion carried.

**L. Big Fish Invoice**

- A motion to pay Big Fish for all the items on the Big Fish Payment Analysis spreadsheet totaling \$43,247.85 from the bond money by Don LaMaster, Second by Bob Bachman.

- Discussion:

- o Carmella Coons reported that there will be more Big Fish items than those listed on the spreadsheet. An analogue phone line needs to be installed.
- o The Board of Trustees originally approved \$45,000, to be paid through Wessel, but only \$21,000 was paid to date.

- Motion carried.

**M. ACC Variance: Hoffman**

- A motion to accept the Hoffman variance at 6907 Apopo Court by Don LaMaster, Second by Jim Oliver.

- Discussion: There was general agreement that the requested well and shed size and placement violated the Holiday Park Deed Restrictions.

- Motion failed. Variance not granted.

**N. ACC Variance: Hutchinson**

- A motion to accept the Hutchinson variance at 6707 Neighborly Court by Jim Oliver, Second by Shawn Slattery.

- Discussion: There was general consensus that Mr. Hutchinson was aware of the rules, but did not request a permit until after the work was done. Many residents and Trustees were concerned about ongoing violations of ACC rules. Linda Grimes, 5756 Holiday Park Boulevard, reported that freestanding carports

are required by Florida State Law. Residents were asked to report any observed ACC violations to the office.

- There was general consensus to fine Mr. Hutchinson. Cheryl Morris reported that we need to approve the Fining Committee, and we are awaiting the fining process, which is under review by the Holiday Park attorney. A further discussion of handling residents who are not compliant to ACC rules will occur at the next meeting.
- Motion failed. Variance not granted.

**O. ACC Variance: Crosby**

Deborah Perla, Chairperson of the ACC Committee, stated that she made an error in calculation, and Lori Crosby, 5520 Holiday Park Boulevard, does meet the 25% grass rule. In addition, Lori is requesting pavers which are not permanent. It was agreed that a variance is not needed and the ACC will approve Lori Crosby's request.

**XIII. Supplemental Items**

**A. Fine Committee**

- A motion to approve the proposed 2023-2024 Fine Committee members by John Rabideau, Second by Jim Oliver.
- Motion carried.

**B. Hancock Request**

- Mr. Hancock, 6850 Pleasant Court, is requesting that Holiday Park pay for the stump and root ball removal on his private property.
- A motion for Holiday Park to pay for the root ball and stump on Mr. Hancock's private property by Jim Oliver, Second by John Rabideau.
- Discussion: Holiday Park did pay for part of the Hancock tree removal that was blocking the road. Bill Mitchell stated that, per HB-1855, Holiday Park cannot spend Park money on private property. There was consensus to not grant Mr. Hancock's request, as the root ball and stump were on his private property.
- Motion failed.

### **C. Office Software**

- Carmella Coons would like to update the office software. Motion to explore HOA life systems and software, and purchase a monthly subscription by John Rabideau, Second by Bob Bachman.
- Discussion: Roy Auger, 6952 Apopo Court, suggested using an application add-on from our current system, as this may be cheaper and less complicated.
- Bill Mitchell suggested that a new system allow automatic transfer and office training.
- It was agreed to let Carmella Coons explore options and make a decision on a company, if it was within her budget and on a month-to-month basis. If a contract is required, Carmella Coons would bring the item back to the Board of Trustees for vote.
- Motion rescinded.

### **XIV. Trustee Comments**

- Jim Oliver is concerned about debris and construction material in residents' yards. Construction material can be placed under the carport during active construction.
- Bob Bachman is concerned about the aluminum being piled by RFH on Holiday Park property. Cheryl Morris asked Carmella Coons to contact RFH, and she stated she will call them again, as they did not respond to her call last week.  
  
Bob is also concerned about loose kayaks in the compounds. Ken Judd responded that there are also broken racks, and the loose kayak issue is hard to control, as the kayaks have no identification as to owner.
- John Rabideau: None
- Don LaMaster: None
- Ken Judd stated he would put a notice in the next newsletter regarding loose kayaks, but the broken racks and who will repair them will need to be addressed.
- Shawn Slattery: None
- Deborah Perla is concerned about conflicts between the Trustees and management. She stated we need to work together as a cohesive group.



- Sharon O'Reilly: None

#### **XV. Resident Comments**

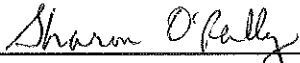
- Bill Mitchell is concerned about the awning contracts; that Holiday Park won't be able to get material or use bond money if we wait too long. He apologized to Carmella Coons about contract signing misunderstanding.
- Anita Pepin, 6983 Hikina Court, asked about Phase 2 pool reopening. Bill Mitchell gave an update. It was agreed to move Phase 2 pool discussion to the 5/18/23 meeting.
- Anita also suggested changing gate codes, as she felt too many people had access to Holiday Park and were using Tuscola as a cut-through road. Cheryl Morris stated we would discuss this at a later meeting when we discuss updating gate software.
- Carol Vernia, 5649 Holiday Park Boulevard, asked Deborah Perla to clarify her concerns. Cheryl Morris stated that she believed Deborah Perla was referring to some clashes between Carmella Coons and her, and both Cheryl Morris and Carmella Coons agreed that they are working hard together to address Holiday Park concerns.
- Jackie Mitchell stated she thought that there were other conflicts between management and other trustees, and Deborah Perla agreed. Jackie stated she is happy with the lawn service and asked for patience.
- Rick Weber, 5753 Holiday Park Boulevard, was happy at the civility shown at this meeting.

#### **A. Adjournment**

Motion to adjourn the meeting by Jim Oliver, Second by Don LaMaster.  
Motion carried.

**MEETING WAS ADJOURNED AT 11:52 A.M**

Respectfully submitted,

  
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Sharon O'Reilly, Secretary

Attachments:

- Attachment A: Chairperson's Report
- Attachment B: Don LaMaster/John Rabideau Signed Statement