

Holiday Park Park & Recreation District
Board of Trustees Workshop Meeting

November 28, 2023

I. **Call To Order** by Chairperson Cheryl Morris at 9.00 a.m.

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

III. **Roll Call**

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	Present

IV. **District Manager Report**

1. Carmella Coons gave an update on Phase 2 pool. The tank is scheduled to be delivered 12/11/2023. The concrete walkway repair is in process and should be completed by 12/13/2023. She is awaiting an estimate for the stucco repair.
2. Carmella is awaiting a return call from D&D Garage and expects the front gate to be delivered next week.
3. Gem Plumbing is coming today to address the vent stack blockage in the laundry room.
4. Carmella is interviewing for additional maintenance staff to facilitate more in-house repair projects, including electrical outlets along Tuscola Boulevard. She hopes to save money by decreasing outsourcing of repair projects.
5. Work on the artisan wells and pump house in ongoing.
6. The speed limit signs ordered in the current sign contract do not meet the City of North Port requirements, and the Board of Trustees (Board) will have to address this issue.

SCANNED

V. Treasurer Report

- Don LaMaster reported that the annual audit started yesterday (11/27/2023), and the auditor is working with our bookkeeper, Terri Maines.
- He also reported that he received an insurance check for about \$33,000.

VI. Chairperson Report

- Cheryl Morris reported that her Holiday Park email address is being used to send scam emails to several Trustees, and the Trustees should ignore those emails.
- Two additional items will be added under Supplemental: 1) Surplus, and 2) Phase 2 Building Brick Repair.

VII. Trustee Report

- Ken Judd is waiting for the compound spots to be numbered and asked that the numbers be placed on the fence, as they were prior to the Hurricane Ian. Carmella Coons responded that she will work on this.
- Shawn Slattery asked if it is known how many vacant lots are in Holiday Park and if this information could be put on HOA life. Carmella responded that she will work on this. Shawn asked about the Fine Committee progress and was advised that the next meeting is 12/1/2023. He asked if any part of the front gate could be salvaged. He was advised by Carmella that this is not feasible, and the old gate will be destroyed. Shawn asked if the \$42,000 bid regarding the electrical outlets on Tuscola Boulevard was for repair or replacement. Carmella stated she will check the invoice and report back. Carmella reported that there is a resident in Holiday Park who is a licensed electrician, and he will be advising her on this project.
- Deborah Perla reported on U.S. Lawns, they are completing the swale cleanup and repairing accidental damages. Deborah stated that a resident asked that a "No Outlet" sign be placed at the corner of Vista Lane and Holiday Park Boulevard. This item will be moved to the next regular meeting on 12/14/2023 for vote. There was general consensus that a sign is needed.
- Sharon O'Reilly: Nothing to report.
- Don LaMaster: See Treasurer Report.
- John Rabideau is thankful to be able to meet inside.

- Bob Bachman stated that seven new homes are due to be delivered soon. He reminded new homeowners to clearly show step placement on their blueprints.

VIII. Resident Comments

- Karin Anderson, 5072 Palena Boulevard, pointed out that on Agenda Item Old Business #4, ARC By-Law Changes, six Trustees' affirmative votes are required for any by-law changes to be adopted, regardless of the number of actual Board members.

Under New Business #5, Terminology of Manufactured Homes, Karin stated that, per Holiday Park Deed Restrictions, Holiday Park is a Manufactured Home Community. She reported that Housing and Urban Development (HUD) changed the wording from "mobile homes" to "manufactured homes" in 1976, reflecting a change in required safety standards.

- Randy Sherwood, 5592 Holiday Park Boulevard, stated he is a welder and could help with gate repair.

IX. Old Business

A. Priority List Short--Term Discussion

Cheryl Morris led this discussion, stating that items listed in:

- Blue indicates completed projects.
- Green are projects fully funded.
- Black is for projects that need funding.

After discussion, it was agreed to move three items on the list to the next regular meeting to vote on funding:

- Item #12, Collapsed Drain Pipe Repair – Paradis. Carmella Coons stated she expects the cost will not exceed \$5,000.
- Item #28, Replace Electrical Board – Library. Carmella attempted to get three bids for this project, but was only able to get one from Sarasota Electrical for \$8,249.
- Item #27, Big Fish Maintenance Agreement. Cheryl Morris reported that Big Fish was not willing to make any changes to the original contract. There was discussion between residents and Trustees that included hiring another IT company, what level of service was needed, and

expense of the contract. There was general agreement to sign the Big Fish contract for 1 year, and to look at other options over the next year.

- Item #18, Signs, was discussed. While the current stop signs and speed limit signs do not meet the City of North Port requirements, it was agreed to use the signs per the contract and to consider larger signs in the future.
- Item #25, Fix Phase 2 Pool Bathroom. Per Carmella Coons, the concrete repair will be done by Concrete Cowboys, at a cost of \$992, and the stucco work will be done in-house. Shawn Slattery stated that he hopes the Phase 2 pool repair will be completed before the 2/1/2024 date on the priority list.
- Item #16, Kayak Racks Repair or Replacement. Ken Judd stated that a resident volunteered to repair the racks in the Phase 2 compound, and he asked Steve Grossl to order parts.
- Item #3, Groundskeeper Shed. Carmella Coons reported that the old shed has been demolished, and the new shed will be delivered today (11/28/2023).
- Item #20, Tennis and Pickleball – Old Fence Post Removal and Repair. Sharon O’Reilly stated that this is on the completed list, but has not been completed on the pickleball courts. Cheryl Morris will change this on the list, and Carmella Coons and Steve Grossl will look into this.

B. Streaming Videos and Recording of Minutes

There was a brief discussion among the Board. Discussion points included the need to put into retention any meetings that are recorded – not just streamed, as well as the legal process for streaming and recording. Cheryl Morris will discuss the process used by other special districts at the next special district meeting. This item was moved to the next regular meeting.

C. 50th Anniversary Brick Discussion

Bob Bachman asked residents to share with him any ideas as to placement of the brick donated by Frank Lampa.

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

Shawn Slattery suggested changes to wording and format. There was general agreement regarding the proposed changes to Article IX: (ARC) Activities and

Recreation Council. He also reviewed proposed changes to Article X: Amendments to include clarification of the process for adoption of bylaw changes. There was general agreement to remove the wording "two thirds" from #6, and to continue the process to make these changes. This item was moved to the next regular meeting.

E. Stacey Smith Court Case

Cheryl Morris gave an update. She attended the initial arraignment. Ms. Smith pled "not guilty," and was assigned a court-appointed attorney. Cheryl spoke to the Holiday Park attorneys, as well as with the District Attorney, and there is concern that Ms. Smith cannot afford to pay for all damages she caused at the front gate. Cheryl was advised to pursue insurance coverage. Both the gate and motor were damaged, and the cost is expected to exceed \$15,000. Discussion included whether to use Ms. Smith's insurance, Holiday Park's insurance, or both. Shawn Slattery suggested that we get the \$10,000 insurance settlement from Ms. Smith's insurance company, then put in a claim with the Holiday Park insurance company for the balance. There was general agreement with Shawn's suggestion. This item was moved to the next regular meeting.

A BREAK WAS TAKEN FROM 10:19 A.M. – 10:24 A.M.

X. New Business

A. Certificate of Deposit (CD) Purchase

Cheryl Morris suggested putting \$428,000 in a CD. Don LaMaster stated he will look at the finances and incoming fees. He will then discuss details, including CD rates, with Holiday Park's Busey Bank Representative, Charma. This item will be moved to the next meeting.

B. Holiday Park Cell Phones

C. Email Addresses for Trustees

Cheryl Morris led a discussion regarding the use of personal cell phones by staff, and the use of personal email addresses by Trustees. These issues were discussed by the Board and included concerns about a former employee taking Holiday Park information stored on his personal devices when he resigned, as well as legal concerns about discovery. It was clarified that all staff use their personal cell phones, and that Steve Grossl and Carmella Coons receive a monthly stipend, as they are on call 24/7. After discussion, there was general consensus not to make any changes to present practices, which allow staff to use

their personal cell phones, and Trustees to use either personal or Holiday Park-assigned email addresses.

D. Changes to General Rules and Regulation Sections: Paragraph E Renters

Shawn Slattery led this discussion and noted there was no formal process to adopt these changes. It was agreed that the Board can vote on these changes at a regular meeting. Shawn reviewed and explained the rationale for the proposed changes to Paragraphs E, N, R, U, V and X. After review and discussion by the Board, it was agreed to move this item to the next regular meeting for vote.

E. Terminology of Manufactured Homes

Sharon O'Reilly led the discussion to standardize the language to "manufactured homes" when the Board discusses homes in Holiday Park and in official documentation, for the purpose of improving the image and marketability of Holiday Park. It would also be consistent with the Deed Restrictions, which state that Holiday Park is a manufactured home community. After discussion, there was consensus by the Board to use "manufactured homes" in Board of Trustee discussions and official documents going forward.

F. Non-Owner Occupant Discussion

Cheryl Morris led this discussion stating there was no reference in any Holiday Park documents, including Deed Restrictions, HB1855, or Rules and Regulations regarding non-owner occupants. She asked the Board if they wanted to address this issue, as these occupants are living here free of charge with full access to all amenities. There was a discussion between the Board and residents, and there was general agreement that these occupants should be family members over the age of 55. Cheryl Morris stated she would work on a definition for non-owner occupant.

XI. Supplemental Items

A. Laundry Room Washer Leak

Carmella Coons addressed the vent stack issue earlier in the meeting. Out-of-order signs were placed on three washing machines.

B. Pool – Early Access

Carmella Coons stated that residents are accessing the Phase 1 pool through the building prior to 8:00 a.m. She reported that the maintenance staff needs to put

chemicals in the pool 1 hour before opening and asked that residents wait until 8:00 a.m. to use the pool. She posted a sign on the door in the Phase 1 building and may fine violators.

C. Surplus Items

Cheryl Morris stated that there is no storage space for items, including golf carts, the old bingo machine, tools and four TVs. After discussion, it was agreed to donate all items, except the bingo machine, to the Men's Club for their yard sale on 12/2/2023.

D. Phase 2 Building Faux Bricks

Carmella Coons reported that the faux bricks cannot be replaced, as they are too brittle and attached only by adhesive. Steve Grossl advised that we should remove the bricks and paint the surface. There was Board consensus to follow Steve Grossl's recommendation, and this item will be moved to the next regular meeting.

XII. Trustee Comments

Shawn Slattery stated that, as Chairperson, it is Cheryl Morris' responsibility to bring all Holiday Park concerns, problems, and issues to the Board for discussion. He stated that, at times, she may have to play "devil's advocate" to ensure a good discussion occurs.

XIII. Resident Comments

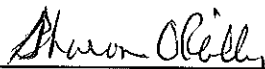
None.

XIV. Adjournment

Motion to adjourn the meeting by Don LaMaster, Second by Shawn Slattery.
Motion carried.

MEETING WAS ADJOURNED AT 11:38 A.M.

Respectfully submitted,



Sharon O'Reilly, Secretary