

Holiday Park Park and Recreation District
Board of Trustees Regular Meeting

May 2, 2024

- I. **Call To Order** by Chairperson Shawn Slattery at 7:00 p.m.
- II. **Pledge of Allegiance**
Invocation given by Sharon O'Reilly, Secretary
- III. **Roll Call**
None taken. Was taken at 5/2/2024, Public Hearing – Budget Resolution Meeting.
- IV. **Approval of Previous Meeting Minutes**

- A. 4/11/2024, Budget Public Hearing

A motion to approve the 4/11/2024, Public Hearing-Budget Resolution Meeting Minutes was made by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

- B. 4/11/2024, Regular Meeting Minutes

A motion to approve the 4/11/2024, Regular Meeting Minutes was made by Bob Bachman, Second by Rick Haggard. All in favor.
Motion carried.

- C. 4/23/2024, Workshop Meeting Minutes

A motion to approve the 4/23/2024, Workshop Meeting Minutes was made by Bob Bachman, Second by Rick Haggard. All in favor.
Motion carried.

- V. **District Manager Report**

Carmella Coons gave an update on grounds and maintenance. She is inspecting homes for mold and mildew. She reminded residents of the office closure May 13-17, 2024, for electrical update. She would like to add Sarasota Electric to Supplemental on today's agenda. She reminded snowbirds to hurricane-proof their homes and notify the office before leaving.

- VI. **Treasurer Report**
None

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VII. Chairperson Report

Shawn Slattery gave an insurance update. He reported that all residents will receive a letter regarding the 2024-2025 budget. He reported on office procedures regarding Microsoft 365. He approved a \$2,258 emergency expenditure for Park Gator repair. He asked for a change of order under "Old Business" on tonight's agenda. He may add supplemental items.

VIII. Trustee Report

- Bob Bachman reminded residents to hurricane-proof their homes before leaving for the season. The Architectural Control Committee (ACC) will continue to meet during the summer and will cancel meetings if there is not enough business.
- Jackie Mitchell reminded residents that the Phase 1 Building, including office, laundry, and pool, will be closed the week of May 13-17, 2024. Call Carmella Coons on her cell phone for emergencies. She reported on office staff activities during the closure.
- Sharon O'Reilly
Nothing to report.
- Cheryl Morris discussed Florida Association of Special Districts (FASD) and gave a Federal Emergency Management Agency (FEMA) update.
- Rick Haggard reported that the civil engineer quit, but gave him a name of another engineer. He would like to add this to tonight's agenda for discussion.
- Deborah Perla discussed the new lawn contract and mowing schedule. She is working on stump removal.
- Don LaMaster
Nothing to report.

IX. Resident Comments

None

X. Old Business

A. Review: 2023 Auditor's Annual Report

Don LaMaster was notified today that this report will not be ready to review until 5/8/2024. There was consensus that the Board doesn't need to approve

this. A copy of the report will be given to all Trustees. Any concerns should be addressed with Carmella Coons.

B. Vote: 2024-02 Annual Assessment Resolution

A motion to approve the 2024-02 Annual Assessment Resolution was made by Cheryl Morris, Second by Don LaMaster. All in favor.
Motion carried.

C. Vote: 2024-03 Budget Resolution

A motion to approve the 2024-03 Budget Resolution to include corrections on page 1, was made by Rick Haggard, Second by Bob Bachman. All in favor.
Motion carried.

D. Vote: Budget and Finance Committee (3) Founding Documents

A motion to approve the three Budget and Finance Committee Founding Documents was made by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

E. Vote: Budget and Finance Committee Proposed Members

There was discussion among the Board regarding committee membership, including the need for accounting experience.

A motion was made to accept the proposed members, to include Ernie Mitchell and Gary Chapman; and for grants only, Kathy Houp, by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

F. Vote: Procedure Manual Changes

A motion was made to accept the procedure manual changes, with the addition of the word "or" on page 4, item #1, was made by Bob Bachman, Second by Jackie Mitchell. All in favor.
Motion carried.

G. Vote: Fitness Center Rules

A motion to accept the Fitness Center Rules and Waiver to include one typographical correction by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

H. Pool Rules Changes

Shawn Slattery reviewed these changes, including a change in item #17.

A motion to accept the new Pool Rules and Regulations was made by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

There was discussion regarding item #17, smoking prohibition at both pools and designated smoking areas. Carmella Coons will coordinate sign changes and designated smoking areas.

I. Vote: Rental/Non-Owner Resident Policy Change

A motion to accept the Holiday Park Park and Recreation District (HPP&RD) Rental/Non-Owner Resident Policy by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

J. Vote: Rules for Issuing and Receiving Barcodes

A motion was made to accept the HPP&RD Rules for Issuing and Receiving Barcodes, Entry Codes, and Proximity Cards by Bob Bachman, Second by Don LaMaster. All in favor.
Motion carried.

K. Vote: Deed Restriction – Combined Documents

This will allow the documents to be put into PDF format and will be put on Holiday Park's website. There was general consensus that a vote wasn't needed and to approve the document.

L. Vote: Grandfather Letter – ACC Rule #13 Setbacks

There are wording, typographical, and phone number corrections needed on page 1.

A motion to approve the Grandfather Letter – ACC Rule #13 Setbacks with proposed changes by Bob Bachman, Second by Deborah Perla. All in favor.
Motion carried.

It was agreed to send a copy of this letter to all residents, along with the financial statement.

M. Vote: U.S. Lawns Annual Contract

The Holiday Park attorney reviewed this contract and sent back a 14-page response. It was agreed that we don't have time to change the contract, but will use the suggestions in future contract negotiations.

A motion to accept the U.S. Lawns' 10/1/2024 – 9/30/2025 Annual Contract by Don LaMaster, Second by Bob Bachman. All in favor.
Motion carried.

N. Review/Vote: Sunshade Contractor

Rick Haggard sent out six requests for proposal (RFPs) and received three back. These bids were discussed among Board members, and there was general consensus to use RFH Construction Consultants, Inc. (RFH). Shawn Slattery asked for several additions in the contract. There was a motion by Sharon O'Reilly, Second by Deborah Perla, to accept the RFH contract, with additions proposed by Shawn Slattery, at a cost of \$193,413.80. All in favor.
Motion carried.

Shawn Slattery will forward a list of the additions to Rick Haggard, who will add the additions to the contract. There was consensus to ask RFH to start with sunshades for both pools.

XI. **New Business**

A. Review/Vote: Dead Tree and Stump Removal (2) Quotes

The Board discussed the two quotes.

- There was a motion by Rick Haggard, second by Deborah Perla, to use Northshore Stump Grinding to remove 42 trees, at a cost of \$13,650. All in favor.
Motion carried.
- There was general consensus to ask Northshore to remove stumps.

There was a motion by Bob Bachman, Second by Jackie Mitchell, to use Northshore for stump removal for a cost not-to-exceed \$2,500. Seven in favor; one opposed.
Motion carried.

B. Discussion: Uninhabitable Homes – Next Steps

David Greenbaum of the City of North Port conducted an inspection and found six uninhabitable (condemned) houses in Holiday Park, but won't give us a letter to this effect. Carmella Coons has not been able to contact these homeowners.

Shawn Slattery presented three options given by the Holiday Park attorney. It was agreed that we could send the homeowner to the Fining Committee and place an estoppel on the home. If the home begins falling down, Holiday Park can do cleanup and possibly demolish and charge the homeowner.

XII. **Supplemental**

A. Sarasota Electrical

There was a long discussion between the Board and residents regarding the Christmas tree electric outlets. The discussion included switching to solar. There was general consensus to remove the electric outlet boxes. We would need an electrician to evaluate the circuits, as the inground wiring system is also hooked into other places, including the gazebo and electronic sign.

A motion was made by Rick Haggard to hire an electrician for up to \$5,000, to evaluate the underground wiring system, Second by Don LaMaster. All in favor. Motion carried.

The maintenance staff will remove the seasonal electric boxes, and the electrician will be asked to cut power to the ground outlets, ensuring the circuits are dead. The electrician will also be asked to maintain electricity to other places on the circuit, including the gazebo and electric sign.

B. Civil Engineer

Rick Haggard reported that the original engineer backed out, but gave him the name of another engineer. He asked the Board to increase the expenditure to \$5,000.

A motion was made by Rick Haggard to hire a civil engineer at a cost not-to-exceed \$5,000, Second by Don LaMaster. All in favor. Motion carried.

XIII. **Trustee Comments**

Cheryl Morris thanked Kim Jacobs and asked for electronic copies of items in the agenda packets.

Jackie Mitchell was sad to hear of the passing of Lou Kramer, an active volunteer in the past.

Shawn Slattery thanked Kim Jacobs and Nancy Seelow for streaming tonight's meeting. He thanked the Board for their support, and he wished them a good summer.

XIV. Resident Comments

Steve Slocum, 6409 Keena Court, advised use of solar power for all our electrical needs, including the gazebo and pool lights. He asked about light dimmers in the Phase 2 hall, and Bob Bachman responded that this will be done with the new electrical panel. He asked about the sewage smell at the back entry to the Phase 1 pool, and Carmella Coons will follow up. He is happy with the Board's expenditures.

Roger Anderson, 5072 Palena Boulevard, noted that the flag was on the wrong side of the room at tonight's meeting and asked that the meeting set-up staff be informed of proper flag placement.

Donna Sprague, 6766 Moonlight Court, expressed a concern about the swales behind her home.

Tom Knoblich, 6659 Keystone Court, also had a swale concern. Deborah Perla responded and asked that residents contact the office for lawn and/or drainage concerns.

XV. Adjournment

Motion to adjourn the meeting by Sharon O'Reilly, Second by Bob Bachman. All in favor.

Motion carried.

MEETING WAS ADJOURNED AT 9:19 P.M

Respectfully submitted,

Sharon O'Reilly, Secretary

