

Holiday Park Park and Recreation District
Board of Trustees Special Meeting

February 23, 2023

I. **Call To Order** by Chairperson John Rabideau at 1:00 p.m.

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

III. **Roll Call**

Chairperson	John Rabideau	Present
1 st Vice Chair	Ken Judd	Present
2 nd Vice Chair	Bob Bachman	Present
Treasurer	Don LaMaster	Present
Secretary	Sharon O'Reilly	Present
Asst. Secretary	Deborah Perla	Present
Trustee	Jim Oliver	Present
Sergeant at Arms	Robert Burleigh	Present

IV. **Resident Comments**

-Bill Mitchell reported on Brett Burmann's notes made after the insurance adjuster visit. The adjuster advised that the carpet in Pool 1 Area is "totaled out" and should be submitted to insurance, as well as the kitchen roof fan and gutters. Bill also felt a secondary inspection of the Craft Building should occur, as the adjuster noted inside damage to the pottery end of the building.

-Bill Mitchell asked if the insurance claims for Venice Electric of \$21,500 and Viper Security for \$44,270 had been submitted to insurance, and Cheryl Morris responded "yes."

V. **Trustee Comments**

None

VI. **New Business**

A. **Bid Proposal for Phase 2 Pool**

-Bill Mitchell reported on bids for the Phase 2 pool deck extension and fencing. He felt strongly that the deck extension should be done prior to the fencing to avoid removal of a new fence. The pool deck extension, which the Board of Trustees has already approved, will be covered by the \$20,000 Men's Club donation. Ernie Mitchell and Don LaMaster reported that there was money available in the budget to replace the Phase 2 pool fence. The bulk of the

coverage for replacement is expected to come from the Federal Emergency Management Association (FEMA), with a small amount covered by insurance. When this money comes in, it will be placed into the reserve fund.

-A motion was made by Don LaMaster, Second by Bob Bachman, to discuss bids for pool deck expansion.

-The three bids were discussed.

-A motion to accept Cement – Scapes LLC's bid of \$14,105 was made by Don LaMaster, Second by Deborah Perla.
Motion carried.

-Bill Mitchell presented the two bids for Phase 2 pool fencing. A motion was made by Don LaMaster, Second by Jim Oliver, to accept the Fence Outlet bid of \$138,533.
Motion carried.

-The Board of Trustees agreed that the rest of the fencing projects could wait until the high season was over. Phase 2 pool repair is the priority, and Bill Mitchell advised he is working on sun shelter bids.

-John Rabideau thanked all the committee volunteers working on bids and insurance, as well as those who helped with restoration of the dolphins and the cement tables and benches by the pond.

B. District Manager Candidates

-Sharon O'Reilly gave a summary of the process to date. All seven Board of Trustee members were able to have individual 15-minute interviews with each of the four applicants that the Board agreed to interview. Sharon thanked Kate Geist for her help in organizing the interviews.

-Sharon O'Reilly advised that a secret ballot was used to rank the candidates to facilitate today's (2/23/23) discussion. Sharon thanked Candice Shearer for organizing this process, and Deb and Greg Good for tallying the results.

-A motion to discuss the District Manager candidates was made by Bob Bachman, Second by Jim Oliver. It was agreed by the Board of Trustees to eliminate Barb Vitolo and Bree Bracker from consideration. There was a discussion among the Board of Trustees and residents regarding the other two candidates, Carmella Coons and Sue Williamson.

-A motion to hire Carmella Coons was made by Jim Oliver, Second by Don LaMaster. Roll call vote occurred:

Chairperson	John Rabideau	Aye
1 st Vice Chair	Ken Judd	Aye
2 nd Vice Chair	Bob Bachman	Aye
Treasurer	Don LaMaster	Aye
Secretary	Sharon O'Reilly	Aye
Asst. Secretary	Deborah Perla	Aye
Trustee	Jim Oliver	Aye

Motion carried.

-The Board of Trustees and residents discussed salary and having a probationary period for the new hire. A motion to offer a \$68,000 starting salary, with an increase to \$70,000 at the end of a six-month probationary period was made by Sharon O'Reilly, Second by Deborah Perla.

Motion carried.

-John Rabideau stated that he will notify Carmella Coons and will work with the Holiday Park lawyer to draw up a contract.

A BREAK WAS TAKEN FROM 2:18 P.M. - 2:28 P.M.

C. Green Tops Estimate

-Randy Sherwood, 5592 Holiday Park Boulevard; Tim Meyer, 5436 Joy Court; and Charles Corbin from Maintenance compiled a list of tree damage, debris in trees, piles of tree debris and hanging limbs.

-A motion to accept Green Tops' bid at \$13,500 for this project was made by Bob Bachman, Second by Jim Oliver.

-Discussion: Bob Bachman stated that 5042 Palena Boulevard needed to be added to this list. It was agreed by the Board of Trustees that there is a need to solicit additional bids and continue this discussion at a future meeting.

Motion failed.

D. Vacuum Dig Quote

-John Rabideau stated that Holiday Park needs to do storm drain cleaning as soon as possible prior to the rainy season. There was discussion about what part of the budget would be used to pay for this project, since the maintenance staff

is unable to do this type of cleaning. There was a discussion between the Board of Trustees and residents, and it was generally agreed that this project could be covered by money in the maintenance budget.

-A motion to approve Vacuum Dig's proposal of \$1915 for storm drain cleaning using money from the maintenance budget was made by Sharon O'Reilly, Second by Deborah Perla.
Motion carried.

VII. Trustee Comments

-Deborah Perla reviewed the Architectural Control Committee (ACC) process for installation of new homes. She advised that the lot must be prepared and the office be given a 48-hour advance notification so that the back gate may be unlocked. This applies to FEMA trailers as well.

-Deborah stated she has been unsuccessful in making contact with Brightview and does not know when the next mow date is scheduled. She was given the excuse that workers were sick.

-Deborah reported that Karin Anderson made contact with the limited liability company (LLC), and they will be demolishing 20 homes using their own company. Deborah also reported that she has 20 permits ready to issue for demolition.

-Bob Bachman reported that the FEMA trailer placed on Berry Court was on a neighbor's property and had to be moved. He also reported that Samaritan's Purse is a relief organization that can assist residents with home and furniture replacement at no cost to the resident. He has contact information and forms for interested residents.

-Bob Bachman stated he was very happy with the participation at the last dance.

-Sharon O'Reilly: None

-Jim Oliver: None

-Ken Judd: None

-Don LaMaster: None

-John Rabideau reported that he is working on getting the septic tank removed from the Phase 1 Building. He stated he is currently in discussion with L & T Engineering Group, Inc.

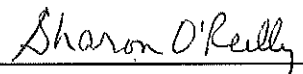
VIII. Adjournment

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

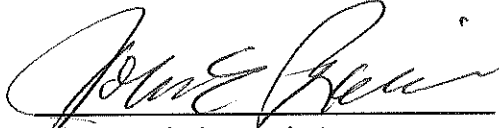
MEETING WAS ADJOURNED AT 2:48 P.M.

Respectfully submitted,

Attested to,



Sharon O'Reilly, Secretary



John E. Rabideau, Chairperson