

Holiday Park Park & Recreation District
Board of Trustees Regular Meeting

December 12, 2024

I. **Call To Order** by Chairperson Shawn Slattery at 6:00 p.m.

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

III. **Roll Call**

Chairperson	Shawn Slattery	Present
2 nd Vice Chair	Bob Bachman	Present
Treasurer	Don LaMaster	Present
Secretary	Sharon O'Reilly	Present
Assistant Secretary	Jackie Mitchell	Present
Trustee	Rick Haggard	Present
Trustee	Deborah Perla	Present
Trustee	Cheryl Morris	Present
Trustee	Tim Seelow	Present
District Manager	Carmella Coons	Present
Sergeant at Arms	Robert Burleigh	Present

IV. **Approval of Previous Minutes**

A. **11/14/2024, Board of Trustees (BOT) Regular Board Meeting**

A motion to approve the 11/14/2024, Regular Board Meeting Minutes by Bob Bachman, second by Don LaMaster, with correction. On Page 5, "Mark" will be corrected to "Mike." All in favor.
Motion carried.

B. **11/26/2024, BOT Workshop Meeting**

A motion to approve the 11/26/2024, Board of Trustees Workshop Meeting Minutes by Bob Bachman, second by Don LaMaster, with correction. On Page 3, last line "Workshop" will be corrected to "Regular" meeting. All in favor.
Motion carried.

V. **District Manager Report given by Carmella Coons**

Carmella Coons stated that she will be on vacation 12/17 – 12/24/2024. Tanner will be covering, and Mark Rauguth is available for urgent needs.

She has completed inspection of all homes for mold and weeds and has contacted 72 residents. She reminded residents that weeds and mold are part of Holiday Park's deed restrictions, and there is a \$575 fee for non-compliance. This led to a discussion regarding deed restrictions and fining. This topic is on the agenda as Supplemental Item #2.

Carmella reported that a resident asked if Holiday Park could display a menorah in the common area. The Board agreed to this, and Rick Haggard volunteered to work with the resident regarding the logistics of this display.

She asked residents to obey the speed limit, wear name tags, and not to enter public buildings without footwear.

She reminded residents of regular and holiday office hours. The pools close at noon on Christmas eve, and will reopen on Christmas day.

VI. Treasurer Report given by Don LaMaster

See Attachment A.

Don will open a new account with \$350,000 for Holiday Park's annual projects.

Cheryl Morris suggested adding a line for pavilion to the Treasurer Report, and there was Board consensus to do this.

VII. Chairperson Report given by Shawn Slattery

Shawn Slattery asked residents to keep comments to 3 minutes or less and to maintain order in the room.

He reminded residents that Carmella Coons will be on vacation 12/17 – 12/25/2024, returning 12/26/2024. She will be excused from the 12/19/2024, workshop meeting.

Shawn added two supplemental items to today's agenda.

He thanked George Clinch and all the volunteers who put up Christmas decorations.

VIII. Trustee Report

Cheryl Morris reported that over 30 letters have been sent to owners who have vehicles stored in the compounds with out-of-date paperwork.

Deborah Perla was asked by Shawn Slattery about the swale cleaning schedule. She will follow up on his concerns.

Rick Haggard: Nothing to report.

Don LaMaster: See Treasurer Report.

Tim Seelow will discuss storage sheds with the pickleball and tennis club presidents. He reminded residents that Architectural Control Committee (ACC) permits are required for all work done to home exteriors. He is developing a list of items that he or the office can approve without ACC involvement.

Bob Bachman: Nothing to report.

Jackie Mitchell congratulated the office and maintenance staff on jobs well done and asked residents to be patient with staff.

Sharon O'Reilly asked residents to refer to the November and December Newsletters for a safety update regarding emergency exits from Phase 1 Hall during after dusk activities. She encouraged residents to use home cameras as crime deterrents.

IX. Resident Comments

None.

X. Old Business

A. Possible Motion: OB1 Fines

There was consensus to avoid using names and to only use addresses when discussing fines. Names will not be used in the minutes or on the agenda going forward.

1. 6303 Berry Court

A motion was made to send 6303 Berry Court to the Fine Committee, for a fine of \$100/day, not to exceed \$1,000, for violation of ACC Rule #39, by Sharon O'Reilly, second by Bob Bachman. All in favor.
Motion carried.

Discussion: Carmella Coons reported that the resident's RV was towed to the compound, and there was general agreement not to send her to the Fine Committee for violation of general rules and regulations D, as discussed at the last workshop meeting.

2. 5092 Palena Boulevard

A motion was made to send 5092 Palena Boulevard to the Fine Committee, for violation of ACC Rule #39, for a fine of \$100/day, not to exceed \$1,000, by Bob Bachman, second by Don LaMaster. All in favor.
Motion carried.

3. 6503 Hikina Drive

A motion was made to send 6503 Hikina Drive to the Fine Committee, for violation of ACC Rule #39, for a fine of \$100/day, not to exceed \$1,000, by Bob Bachman, second by Rick Haggard.

The legal guardian, Saint Anise Boge, representing the property owner, spoke on his behalf. She is working with a lawyer regarding this property. It does not have a clear title. It was determined that the owner is in arrears with his assessments. After discussion, the Board agreed not to send 6503 Hikina Drive to the Fine Committee. All voted nay.
Motion failed.

Cheryl Morris made a motion to table this item for 3 months, second by Don LaMaster. All in favor.
Motion carried.

4. 6586 Keena Court

A motion was made to send 6586 Keena Court to the Fine Committee, for violation of ACC Rule #13, for a fine of \$100/day, not to exceed \$1,000, by Tim Seelow, second by Deborah Perla. All in favor.
Motion carried.

Cheryl Morris asked Carmella Coons to find out how many homes are in violation of ACC Rule #13.

B. **Possible Motion: Resolution of Procedure 2024-05 Standing Committee Members**

A motion was made to accept Resolution of Procedure 2024-05 Standing Committee Members by Bob Bachman, second by Rick Haggard. All in favor.
Motion carried.

C. **Possible Motion: OB3 RV Rules and Regulations Changes**

After discussion, this item was tabled until the next workshop meeting on 12/19/2024. Shawn Slattery will make the proposed changes.

D. **Possible Motion: Payroll Processing Change to Quickbooks Online (QBO)**

A motion to replace Integrity with Quickbooks Online (QBO), for payroll processing, at a cost not to exceed \$10,000 annually, was made by Sharon O'Reilly, second by Bob Bachman. All in favor.

Motion carried.

E. **Possible Motion: ACC New Members**

A motion to accept Douglas Tardiff and Debbie Handt as permanent ACC members, was made by Cheryl Morris, second by Tim Seelow. All in favor.

Motion carried.

F. **Possible Motion: Summit Excavating Quote**

A motion to accept the bid from Summit Excavating and Land Services, to repair four drains, at a cost of \$118,340, was made by Bob Bachman, second by Rick Haggard.

Discussion: This will cover 2A on the project priority list. There are other drain repairs that will need to be made in the future. Rick Haggard reported that this project will start in January 2025. All in favor.

Motion carried.

G. **Possible Motion: OB – Phase 1 Pool Aquatic Wall Murals**

A motion to approve the painting of mural(s) on Phase 2 Pool wall(s), to be paid for by Just Us Girls' donations, was made by Tim Seelow, second by Jackie Mitchell. All in favor.

Motion carried.

H. **Review Holiday Park Project Lists**

After Board discussion, there was consensus to leave the list unchanged.

XI. New Business

A. Update: Electrical Power to Phase 2 Bocce Courts

This project has been completed in house.

B. Update: Possible Issue – Large Donation

Shawn Slattery reported the Holiday Park attorney’s response to his emails. The attorney did not think donations were a problem, but Holiday Park cannot create a foundation for tax exempt donations. Shawn explained the rationale for this decision.

C. Update: Issue with Derelict Vehicles on Owners’ Property

Shawn Slattery reported that the Holiday Park attorney advised that Holiday Park can tow vehicles that violate deed restrictions. However, we may have difficulty finding a towing company willing to do this.

D. Discussion: Year-End Gifts for Office and Maintenance Staff

Carmella Coons asked that any gift money be given to her staff – not to her.

Don LaMaster asked the Board to match the Men’s Club and Activities and Recreation Council donations of \$800 each, bringing the total to \$2,400, to be split among six full-time and two part-time employees.

A motion was made for Holiday Park to contribute \$800 toward year-end gifts to Holiday Park employees by Don LaMaster, second by Bob Bachman. All in favor. Motion carried.

XII. Supplemental Items

A. Possible Motion: 401K for Holiday Park Employees

Carmella Coons presented this item and asked the Board to approve a 401K plan for employees.

Discussion: Cheryl Morris needed more information before voting. Carmella stated that this decision had to be made by the end of the year.

A motion to approve the Guideline 401K Plan by Bob Bachman, second by Rick Haggard. Eight in favor; one not in favor. Motion carried.

B. Possible Motion: Fine Letter for Deed Restriction – Weed and/or Mold Violations (3p)

There was agreement to table this discussion until the January 2025 workshop so that Carmella Coons may be present for this discussion.

XIII. Trustee Comments

Bob Bachman wished everyone “Happy Holidays” and reported that he will be heading north for the holidays.

Jackie Mitchell gave an update on the golf cart parades, day and evening. See the December Newsletter for details. Jackie encouraged the participants to throw candy.

Rick Haggard will contact Summit Excavating tomorrow. He will need money for payment.

Shawn Slattery reminded residents that the next workshop meeting will be in 1 week on 12/19/2024. He proposed items to be discussed and asked the Board to let him know if they have other items. He reminded residents of the four open trustee seats and the application due date of 1/3/2025.

XIV. Resident Comments

George Clinch, 5014 Palena Boulevard, thanked the many volunteers who helped him put up Christmas decorations, including a new resident, a retired landscaper, who decorated the palm trees around the fountains. He expressed disappointment in the solar lights and asked the Board to consider installing more electrical outlets in the future. He thanked the Board members and all volunteers for their service.

XV. Adjournment

Motion to adjourn the meeting by Don LaMaster, second by Bob Bachman. All in favor.

Motion carried.

MEETING WAS ADJOURNED AT 7:38 P.M.

Respectfully submitted,

Sharon O'Reilly, Secretary