

HOLIDAY PARK, PARK & RECREATION DISTRICT
Board of Trustees Regular Meeting Minutes

Main Recreation Hall
 May 2, 2019 @ 7:00 PM

I. Call to Order

The meeting was called to order by Chairperson Richard Gortz at 7:00 PM.

II. Invocation and Pledge of Allegiance By: Dorlis McKinney

III. Roll Call

Taken by: Dorlis McKinney

Present: Chairperson Richard Gortz, 1st Vice Karin Anderson, 2nd Vice Ken Judd, Treasurer Don LaMaster, Secretary Dorlis McKinney, Trustees Bob Bachman, Betty Hart and Cheryl Morris, Sgt-at-Arms Jim Oliver, and Park Manager Tess Schofield

Absent: Trustee Mike Nasalski

IV. Approval of Previous Meeting Minutes

Motion to approve the minutes from the previous meeting on April 11, 2019 by Ken Judd, 2nd by Cheryl Morris. All in favor, motion carried.

V. Manager's Report

Manager, Tess Schofield, gave the Manager's report attached.

VI. Treasurer's Report

Report given by Treasurer, Don LaMaster, see attached.

April Assessments Received: \$65,673.88

April Income: \$91,264.07

April Expenses: \$75,073.41

Restricted Funds: \$ 688,357.67

Restricted Interest: \$ 18,826.04

Unrestricted Funds: \$ 597,143.99

Total Funds Available: \$1,304,327.77

VII. Chairperson's Report

Chairperson, Dick Gortz, had nothing to report on at this time.

VIII. Trustee Committee Reports

Architectural – Bob Bachman:

Welcomed residents in the audience to come sit in on some summer ACC meetings to learn.

Maintenance – Don LaMaster:

Cautioned the audience not to disturb maintenance while working.

Rules and Regulations – Karin Anderson:

Nothing at this time.

Compounds – Ken Judd:

Recommends contacting the office staff if you no longer require a spot in the compound.

Lawns & Grounds – Betty Hart:

Stated that the rain was welcomed and to see her for any lawn complaints.

Security – Cheryl Morris:

Reported that she has conferred with Tess and will shore up our security if needed.

Personnel – Dick Gortz:

Declared that we have a great staff and they are doing a super job.

IX. Resident Comments

Bob Ogden – Inquired about adding more cameras.

Tess Schofield – Stated that our hard drive was replaced, and she will be certain our cameras are in good working order. She and Cheryl will look into it.

Dick Underdown – Expressed that he could not get into the back door of the kitchen.

Tess Schofield – Indicated that Dick Underdown had an updated key; however, it is a difficult unlock.

Norb Schneider – Inquired about serving on the ACC committee.

X. Old Business

None

XI. New Business

1. 2019-2020 Proposed Budget

Motion to approve the 2019-2020 Proposed Budget by Don LaMaster, 2nd by Bob Bachman. All in favor, motion carried.

2. Compound Rules & Regulations

Motion to approve the proposed changes to the Compound Rules & Regulations and Agreements by Bob Bachman, 2nd by Dorlis McKinney. Seven in favor, one not in favor, motion carried.

Discussion: 1st Vice Chair, Karin Anderson, discussed the rules and regulations regarding utility/cargo trailers. She went on to state that some residents fail to follow our rules and could be subject to losing their spot in the compounds. Trustee, Cheryl Morris, feels we need to charge more for the keys. Dick Gortz and Karin Anderson clarified our procedures and Karin went on to state that we would re-visit the key cost this fall.

3. Tennis court #3 resurfacing proposals

Motion to approve the bid from Sport Resurfacing for \$5,900.00 by Karin Anderson, 2nd by Don LaMaster. All in favor, motion carried.

4. Ceramics building gutters

Motion to approve the quote of \$2,700.00 by DR Aluminum for gutter installation on Phase II Recreation hall and Ceramic building by Bob Bachman, 2nd by Ken Judd. All in favor, motion carried.

5. Employee Healthcare

Discussion: Park Manager, Tess Schofield, gave an update on the underwriters but don't renew until June. Companies want to give accurate information. The League of Cities were unable to quote at this time. She also discussed Workers Compensation. Dick Gortz went on to state that he and Tess will work on this and possibly have a board meeting in July to consider healthcare.

XII. Supplemental Items

None

XIII. Trustee Comments

Bob Bachman: Be safe.

Don LaMaster: Have a good summer.

Betty Hart: Thanked residents for attending the Hurricane Seminar.

Ken Judd: Informed residents that he is leaving tomorrow and thanked them for coming.

Dick Gortz: Discussed the budget proposal presentation and voiced that President of HOA, Mary Margaret Bryant, asked about a Christmas Bazaar. The attorney gave a green light for the possibility of having the sale.

XIV. Resident Comments

Mary Margaret Bryant: Voiced that she asked to have a Christmas Craft show and sale, it would only be for residents in the park. She will place this in the newsletter and voting will take place at the October meeting for HOA to be able to have this craft show.

Frank Lampe: Announced that he is still selling Memorial bricks and that 177 bricks have been sold.

Heidi Brady: Thanked the board for keeping ceramics available to our residents in the park. She gave interesting statistics as to the value of ceramics for seniors.

Jim Oliver: Inquired about the brick on the front of the ceramics building brick. The landscaping covers that side of the building so no brick was placed there. Possibility on the addition to brick. Dick Gortz said later. Jim also complimented our workers; 3 men doing the work of 5!

Dick Gortz: Further stated, the tough work our staff does and still enjoys working here. He thanked the residents for attending.

Betty Hart: Informed the residents that the Fire Department will program the weather radios for free. See her if you need one programmed.

XV. Adjournment

Motion to adjourn the meeting by Dick Gortz, 2nd by Don LaMaster.

Meeting adjourned at 7:46 PM.

Respectively Submitted,


Dorlis McKinney
Secretary

MANAGER'S REPORT MAY 2019

Good evening, the month of April was met and ended with many of our residents coming in to say their goodbyes while at the same time updating their caretaker information. Many came in with flowers and cards to show their appreciation which always validates what a great place Holiday Park is. I would like to thank those of you on behalf of the entire staff.

Financials:

On April 23rd, our auditor, Mr. Cramer, presented the audit and has determined that all the necessary safety measures are in place and that Holiday Park is in good standing. Please watch for the audit findings and, assuming that the 2019/2020 budget will be adopted, a copy of the budget to arrive in the mail.

Building Roofs:

During a heavy rain in March, five roofing leaks were identified in the buildings. Three in Phase I building and two in Phase II building. Knowing that the buildings had new roofs put on not too long ago, I searched for the roofing contract and found the warranty. I contacted the warranty company and the work has since been identified and repaired. The roofing company was easy to work with and no other issues were encountered. I will keep a watchful eye as we enter rainy season.

Maintenance Team:

The Phase II building remodeling project is in full swing. Joe, Bernie and Johnny have worked very hard and diligently to prepare the building for the scheduled stucco contractor to start this coming Monday, May 6th. All of the mansford roofing and supporting 2x4's have been removed. Special care has been taken to ensure that all nails have been addressed as well. Although the maintenance team cleans the work site up daily, please be careful when in that area for any debris or nails that may have been missed.

Phase I and Phase II Pools:

Joe advised me of four broken band tile in the Phase I pool. After looking at this, I called a pool company for the repair. Although the repair is no problem, it was identified during inspection that we may have a bigger issue with pavers sloping and bunching up which may be a result of voids beginning to form under the pavers. I contacted a company called N Square to come out and inspect both pools. They have given an opinion for work that needs to take place at both pool decks. As this work is quite expensive, I will be contacting several other pool professionals for consultation.

Kitchen:

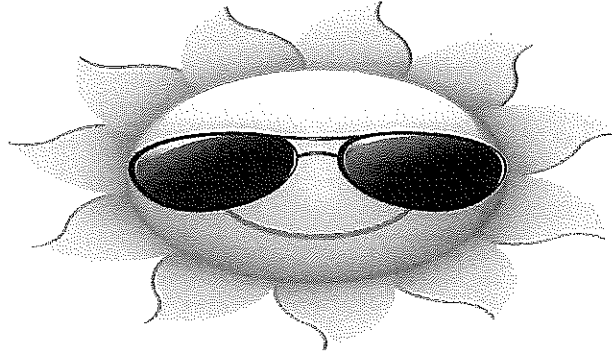
Late fall 2018 we were having issues with the back door to the kitchen. Because of this, in late December the entire commercial door opening mechanism was replaced. This has resulted in a lock that has been extremely difficult to open. Our lock smith has stated that this is due to a new product and he is working with his supply company to rectify this issue. I can assure everyone that this will be repaired or replaced to my satisfaction before next season.

HOA:

Your Homeowner Association has donated funds for benches around the park. If you would like a particular area to be considered for bench placement, schedule an appointment with me so that we can look at that area together. Please note that other areas are being considered as well and that I will make the final decision based on the needs of the community.



Tess Schofield
Holiday Park District Manager



TREASURER REPORT FOR MONTH OF APRIL 2019

Assessments

April Assessments Received: \$ 65,673.88

Monthly Income and Expenses

April Income: \$ 91,264.07

April Expenses: \$ 75,073.41

Bank Balances as of April, 2019

Restricted Funds : \$ 688,357.67

Restricted Interest: \$ 18,826.04

Unrestricted Funds: \$ 597,143.99

Total Funds Avail: \$ 1,304,327.77