

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

Main Recreation Hall  
 April 11, 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, 1<sup>st</sup> Vice Karin Anderson, 2<sup>nd</sup> Vice Ken Judd, Treasurer Don LaMaster, Secretary Dorlis McKinney, Trustees Bob Bachman and Betty Hart, Sgt-at-Arms Jim Oliver, and Park Manager Tess Schofield

Absent: Trustees Mike Nasalski and Cheryl Morris

**IV. Approval of Previous Meeting Minutes**

**Motion to approve the minutes from the Annual Oath of Office meeting on March 14, 2019 by Don LaMaster, 2<sup>nd</sup> by Betty Hart. All in favor, motion carried.**

**Motion to approve the minutes from the Annual Organizational meeting on March 14, 2019 by Bob Bachman, 2<sup>nd</sup> by Don LaMaster. All in favor, motion carried.**

**Motion to approve the minutes from the previous Regular meeting on March 14, 2019 by Don LaMaster, 2<sup>nd</sup> by Karin Anderson. All in favor, motion carried.**

**V. Manager's Report**

Manager, Tess Schofield, gave the Manager's report. See the attached document for the actual report.

**VI. Treasurer's Report**

Report given by Treasurer, Don LaMaster.

March Assessments Received: \$40,884.62

March Income: \$43,917.79

March Expenses: \$53,745.68

Restricted Funds: \$ 687,510.05

Restricted Interest: \$ 18,781.99

Unrestricted Funds: \$ 580,806.98

Total Funds Available: \$1,287,099.02

**VII. Chairperson's Report**

Chairperson, Dick Gortz, welcomed Bernie back and stated that Bernie was greatly missed!

VIII. Trustee Committee Reports

**Architectural – Bob Bachman:**

Stated that they are busy with applications.

**HOA Liaison – Dorlis McKinney:**

Thanked HOA (Dick Gortz thanked the Men’s Club) for their firm support this year. All volunteers are very appreciated.

**Compounds – Ken Judd:**

Reported on the compounds.

**Lawns & Grounds – Betty Hart:**

Stated that the swales are clean and to see her if you have a problem with your lawn service.

**Rules and Regulations – Karin Anderson:**

Nothing at this time.

IX. Resident Comments

**Mary Margaret Bryant** – Thanked the board for the new pool rules.

X. Old Business

None

XI. New Business

1. **Phase II remodeling budget**

**Motion to approve a budget of approximately \$23,138.00 for Phase II remodeling by Don LaMaster, 2<sup>nd</sup> by Karin Anderson. All in favor, motion carried.**

Discussion: Park Manager, Tess Schofield, explained the needs for the Phase II remodeling budget of approximately \$23,138.00, with expenses shared by the HOA and Men’s Club. She thanked the HOA and Men’s Club for their contributions.

2. **Phase II stucco proposals**

**Motion to approve the proposal for Reconstructive Ideas to complete the Phase II stucco work with an approximate budget of \$4,615.00 by Don LaMaster, 2<sup>nd</sup> by Bob Bachman. All in favor, motion carried.**

3. **Holiday Park General Rules & Regulations**

**Motion to approve the proposed revisions to the Holiday Park General Rules & Regulations, an addition to clarify the proper age for driving a golf cart and minor corrections to the rule letters and references to those letters, by Don LaMaster, 2<sup>nd</sup> by Bob Bachman. All in favor, motion carried.**

4. **PrimeScapes contract**

**Motion to approve the Landscape Services Contract by Prime-Scape Services for \$206,998.08 by Don LaMaster, 2<sup>nd</sup> by Ken Judd. All in favor, motion carried.**

Discussion: Park Manager, Tess Schofield, elaborated on the fuel surcharge that was brought up in the workshop. She advised that our Prime-Scape representative made a revision to that area of the contract and to please review the “Fuel Surcharge” area of

the contract for that information. She also highlighted a change that was made to the month of April, reducing the number of cuts from four (4) to two (2). Her recommendation was to approve the contract to include these changes. Trustee, Betty Hart, stated that she was very pleased with the high level of cooperation and efficiency of Prime-Scape. General discussion took place.

**XII. Supplemental Items**

None

**XIII. Trustee Comments**

**Bob Bachman:** Wished safe travels to everyone and stated that he is pleased with the new homes coming in the park.

**Ken Judd:** Advised residents to store and secure their trash cans and tie down any other items.

**Betty Hart:** Invited the audience to the Hurricane Awareness program being held April 30<sup>th</sup> at 5:00 pm in the main hall.

**Karin Anderson:** Advised residents to store their loose items, she stated that letters would be sent if residents failed to do so. She also explained that the signs by the pools are to reflect the new rule changes.

**Dick Gortz:** Stated that the ceramics building is seldom used. Holiday Park can't maintain a building with such low usage. The upcoming workshop agenda will have this item to discuss and repurposing it as a library will be considered. Locations are being considered for a single library. Trustee, Betty Hart, stated that a museum would be a nice addition.

**Tess Schofield:** Expressed a concern she had about disrespect shown to one of our employees. If you have a problem please go to the office and bring it to her attention.

**XIV. Resident Comments**

**Mary Margaret Bryant:** Expressed her concern that people would have to go to a different location for ceramics. She thanked all the trustees for their time and for the great outcome on this issue.

**XV. Adjournment**

**Motion to adjourn the meeting by Bob Bachman, 2nd by Don LaMaster.**

Meeting adjourned at 7:36 PM.

Respectively Submitted,

  
Dorlis McKinney  
Secretary

## MANAGER'S REPORT APRIL 2019

Good evening, the month of March has been dedicated to Holiday Park financials. The auditor has submitted a draft and he is scheduled to give his audit presentation at the April 23<sup>rd</sup> workshop. Mr. Cramer has prepared a draft for both Don and I to review. The remaining board member drafts will be available for pickup in the Trustee boxes tomorrow. The budget hearing is scheduled for May 1<sup>st</sup> at 9am here in the main hall. Please plan to attend both meetings.

### Maintenance Team:

Both Joe and Bernie are so happy that Bernie is back and just in time for the Phase II building project to begin. The maintenance team are beginning to prepare for the remodeling project to begin next week. We will take every precaution that we can such as taping off and using cones in the work areas, but I would like to ask everyone when over in the Phase II building area to please be careful. They will be working on one half of the building at a time in order to maintain better facilitation for the residents. The building will remain open during the renovation.

### Office:

The office has been very busy the past 3 weeks due to many of our friends checking out and returning to their northern home. Claire Sullivan, our new bookkeeper, has settled in very nicely which has given me the opportunity to spend more time on property meeting with contractors and handling outside issues.

### Updates on previously reported items:

The shed that I spoke about in my March Report of which I sent certified mail that stated the Holiday Park requirements for the shed now matches the color of the home and has been moved to within 6" of the home as required by the Architectural Control Committee Rules and Regulations. The owners were also required to submit the proper application for installation to ensure that all required information was on file.

Another situation that I would like to update the community about happened a couple of years ago. This is about the young teenager from North Port that destroyed the back-gate cameras. We were scheduled to go to court in March, however the young man pled no contest. Therefore, the judge will make a determination on this case and we were not required to go to court to testify. I wish for better days and better decisions in this young man's life.



Tess Schofield  
Holiday Park District Manager