

HOLIDAY PARK, PARK & RECREATION DISTRICT
Board of Trustees Regular Meeting Minutes
 Main Recreation Hall
 May 6, 2021 at 7:00 PM

 **DRAFT**

I. Call to Order

The meeting was called to order by Chairperson Richard Gortz at 7:00 PM. Mr. Gortz thanked the residents for attending and announced that masks would no longer be mandatory in Park buildings beginning May 15, 2021.

II. Pledge of Allegiance

III. Roll Call

Taken by Barbara Vitolo

Present: Chairperson Richard Gortz, 1st Vice Karin Anderson, 2nd Vice Ken Judd, Treasurer Don LaMaster, Secretary Cheryl Morris, Trustees Deborah Perla, Sharon O'Reilly, and Jim Oliver, District Manager Bob Duncan.

Excused: Trustee Bob Bachman and Sergeant at Arms George Clinch.

IV. Approval of previous meeting minutes:

Motion to approve the minutes of the Trustee Meeting of April 8, 2021 by Ken Judd, 2nd by Don LaMaster. Motion passed.

V. Manager's Report:

See attached report.

Cheryl Morris asked who was hired to fill the weekend position, why are we interviewing for summer help and if there are original blueprints of the Main Hall.

Bob Duncan reported that Mike Stanko was hired to fill the weekend position, and that the original blueprints were located and copies of them were made.

Dick Gortz stated that summer help is usually hired to complete menial tasks around the park.

Don LaMaster stated that the current staff will be busy doing the conversion in Phase II of the laundry room into a library.

Karin Anderson reported that extra help has always been helpful for summer projects.

VI. Treasurer's Report:

See attached report.

VII. Chairperson's Report:

Chairman Gortz reported this is the last meeting of the season and meetings will resume in September with a workshop and October for the first Trustee meeting. If needed there will be special meetings over the summer for building issues. Mr. Gortz also asked if anyone was interested in providing prayer before the meeting to contact him.

Motion to make mask wearing in the building optional immediately by Cheryl Morris, 2nd by Don LaMaster. Motion passed.

Mr. Gortz reported that he had conversations with the attorney concerning the fine system and he would be working on this over the summer months. Mr. Gortz also reported that the Valera property is officially sold.

VIII. Trustee Committee Reports:

Jim Oliver asked for residents to return all borrowed items back to the Helping Hands Committee.

Deb Perla reported that she had been given a schedule of lawn maintenance to publish in the newsletter, however the lawn company did not follow their schedule. Ms. Perla also reported that the swales are now completely clean, and work would resume on them in June. Ms. Perla reminded all residents of the ACC rule concerning a 12" barrier around skirting to protect the siding from weed eaters.

IX. Resident Comments:

Bill Mitchell reminded the Trustees that there was significant discussion at the workshops concerning contracts. Mr. Mitchell also asked about the palm trees and who has diagnosed the disease. Mr. Mitchell believes that any budget that includes a line of credit should include a requirement of all advances be approved by the Trustees.

X. Old Business:

None

XI. New Business:

1. Audit Report.

Auditor Tom Cramer reported that the 2020 audit was complete and was conducted in accordance with Government Auditing Standards. In comparison of budget to actual the District had a positive variance of \$207,241.00. Overall the District is in good financial condition and the books are maintained accurately. Mr. Cramer thanked the district and the staff for their help in conducting the audit.

Cheryl Morris asked about funding the GASB in the current budget. In previous budgets the park had a line item for this item.

Mr. Cramer did not think it was necessary to allocate funds for this item in the budget.

2. Health Insurance

Dick Gortz stated that the usual process is to approve the budget with an anticipated Health cost increase of up to 8%.

Ken Judd stated that the park should look at offering a lower plan with a Health Savings Account option.

Cheryl Morris stated she would like to see more quotes.

Deb Perla agreed with Cheryl, she would like to see more quotes.

Karin Anderson stated that the issue is that the park will not know the numbers until closer to the renewal date. Therefore, the budget needs to have preliminary numbers to be passed. When the renewal numbers become available the park will review plans.

Dick Gortz stated that the park will review and request additional plans when the renewal date window is open.

3. Budget

Motion to approve the budget by Don LaMaster, 2nd by Karin Anderson. Motion passed with 2 nays. (Jim Oliver and Cheryl Morris)

Cheryl Morris stated she is not in favor of the budget for the following reasons:

- There is not enough money being allocated for the reserves
- There is a repayment for a Line of Credit that the park does not have.

Jim Oliver agreed with Cheryl Morris. Mr. Oliver stated that he does not disagree that a Line of Credit may be needed.

Dick Gortz stated that the park will not be able to proceed with the building without obtaining a Line of Credit.

Don LaMaster stated that we have \$287,000 in reserves for the building.

Cheryl Morris asked if the Trustees had considered raising the assessment \$20/month instead of a loan.

Karin Anderson stated that each advance of the Line of Credit would have to be approved by the trustees.

Ken Judd is concerned that the interest rate could be more in the future.

Don LaMaster stated that the money collected through assessment that is not used for loan repayment would be allocated to the building.

4. Cheryl Morris, Check Signer

Motion to approve Cheryl Morris as a check signer by Don LaMaster, 2nd by Sharon O'Reilly. Motion passed.

5. ACC By-laws.

Motion to approve the changes to the ACC By-laws by Cheryl Morris, 2nd by Karin Anderson. Motion passed.

Cheryl Morris explained the changes to the By-laws. The changes determine what applications can be approved by the Holiday Park Office and gives the ACC chairperson the authority to veto an approval that does not meet current Rules and Regulations. This application would be forwarded to the Board of Trustees for further determination.

6. ACC R&R Revision

Motion to approve the revision by Cheryl Morris, 2nd by Karin Anderson. Motion passed.

Cheryl Morris explained the revisions and made a change in item #6 to replace the word compressors with the word units. She also amended the rules to include the Park Manager as having the authority to place a stop order on a project.

Ken Judd was concerned with the number of sheds that have been placed in the park without the proper skirting.

Cheryl Morris explained the new procedure to review projects by a member of the ACC.

7. Pool Heater.

Bob Duncan reported he received a bid from Alex's Pool Heating for \$13,400 and one from Symbiont for \$25,818 to replace the pool heaters in Phase I.

Motion to accept the bid from Alex's Pool Heating in the amount of \$13,400 by Jim Oliver, 2nd by Don LaMaster. Motion passed.

8. Pool Electric Panel.

Bob Duncan reported he received a bid from Sergeant's Electric to upgrade the pool equipment panel to 125 amps for \$4,381. He also received a bid from Smith's Electric to do the same work for \$4,962. Smith's electric thought that the current panel could hold a 125-amp service and that upgrade would cost \$342.00.

Karin Anderson asked if the upgrade would handle the addition of lights and she was told it would. She also thought the residents would appreciate a pool open later at night.

Deb Perla agreed with Karin Anderson about the availability of pool usage later at night.

Jim Oliver stated that putting in a new panel would be better in the long run for the park and anticipated improvements.

Motion to accept bid from Sergeant's Electric to upgrade the electrical panel by Don LaMaster, 2nd by Ken Judd. Motion passed.

XII. Supplemental Items:

1. Comfort Animal in Non-Pet section (new owner 6414 Haele)

Motion to approve the application by Don LaMaster, 2nd by Karin Anderson. Motion passed.

2. AC in Dart Room Phase II.

Bob Duncan reported that the AC unit that cools the Dart Room in Phase II had to be repaired with sealant and freon. This may only be a temporary fix. Cooling Dynamics did the repair at a cost of \$625.60. The cost to replace the unit is \$4,809.45 and Cooling Dynamics would give the park a credit of \$625.60 if the replacement is purchased within 30 days.

Ken Judd stated that a new unit would be more efficient and save the park money in the long term.

Motion to authorize the Cooling Dynamics replacement by Ken Judd, 2nd by Don LaMaster. Motion passed.

3. Karin Anderson letter of Resignation.

Karin Anderson read her letter of resignation (see attached.)

Dick Gortz stated that the park and the trustees will miss Karin.

George Clinch stated that all the volunteers in this park get no compensation for the time and effort they put in. It saddens him to see Karin Anderson go. Hopefully, other residents will step up to fill the void.

XIII. Trustee Comments:

Cheryl Morris asked if there was a price on the plumbing repairs that have been done.

Bob Duncan estimated between \$10,000 and \$15,000.

Cheryl Morris asked when the park would get an architect to come in to look at the Phase I building upgrade.

Ken Judd stated that the park needs to get a second bid prior to hiring an architect. Dick Gortz stated that once we have a couple of bids, the park will interview a couple of architects. Mr. Gortz also thanked Sharon O'Reilly for driving all day to return for the Trustee meeting.

Deb Perla thanked Karin Anderson for her dedication and hard work on behalf of the residents of Holiday Park.

Karin Anderson thanked the residents and trustees for their support and well wishes. Ms. Anderson also stated that she hopes more people will volunteer to serve the park.

XIV. Resident Comments:

John Sermersheim thanked the trustees and stated that he was elated by the Auditor's report. John would like to see the creation of action plans for all the renovations.

Lois Langtry thanked the Trustees for their approval of the Goodbye Covid Party. She stated that she had never seen so many people so ecstatic to get a hot dog.

Dan Stewart stated that the price of building materials keeps increasing and he thought that the renovation should not be put off for this reason.

Mary Margaret Bryant thanked Karin Anderson for all her hard work on the Rules and Regulations. She congratulated Karin Anderson for always being positive when met with difficulties. Ms. Bryant also thanked the Trustees for their hard work and diligence for keeping all the residents safe during the pandemic.

Motion to adjourn the meeting by Don LaMaster, 2nd by Jim Oliver.

Meeting adjourned at 8:30 PM.

Respectively Submitted,



Barbara Vitolo
Bookkeeper, Holiday Park

Approved By,



Cheryl Languirand Morris
Secretary, Board of Trustees