

Holiday Park Park and Recreation District  
Board of Trustees Regular Meeting

March 14, 2024

I. **Call To Order** by Chairperson Shawn Slattery at 7:02 p.m.

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

III. **Roll Call taken by Sharon O'Reilly, Secretary**

Chairperson	Shawn Slattery	Present
1 <sup>st</sup> Vice Chair	Ken Judd	Present
2 <sup>nd</sup> Vice Chair	Bob Bachman	Present
Treasurer	Don LaMaster	Present
Secretary	Sharon O'Reilly	Present
Assistant Secretary	Jackie Mitchell	Present
Trustee	Rick Haggard	Present
Trustee	Cheryl Morris	Present
Trustee	Deborah Perla	Present
District Manager	Carmella Coons	Present
Sergeant at Arms	Robert Burleigh	Present

IV. **Approve Minutes**

2/8/2024:

Discussion: On page 3, the date for ethics training needs correcting to 4/5/2024; and on page 7, paragraph 2, the word "or" needs correction to "of."

A motion to accept minutes with corrections by Bob Bachman, Second by Don LaMaster. All in favor.

Motion carried.

2/27/2024

Discussion: The following corrections were agreed upon:

- Page 1: The name under District Manager Report, #5, is Kathy Foxen-Houp.
- Page 5: Change Ernie Mitchell "agreed" to "volunteered."

SCANNED

- Page 7: Under Trustee Comments, the Workshop Meeting Date needs correcting to 3/26/2024.

A motion to accept minutes with corrections by Ken Judd, Second by Bob Bachman. All in favor.  
Motion carried.

#### **V. District Manager Report**

1. Cooling Dynamics replaced the Phase 1 air conditioner fan motor for \$1,500.
2. Four pallets of mulch were purchased for a total of \$1,200.
3. Pothole repairs are in process.
4. Upon investigation with two companies, it was determined that the issues on Palena Boulevard are not due to storm drains, but incorrect road paving.
5. Carmella sent out five certified letters to residents for violations.
6. Please refrain from flushing anything other than toilet paper in the public restrooms.
7. The electrical panel upgrade in Phase 1 building, along with epoxy in Phase 1 pool, will occur 5/6/2024. Carmella is awaiting a response from Steve at Wessel regarding adding outlets to the lobby.
8. A new groundskeeper, Tom Pasinella, has been hired. Please let Carmella know if you have any grounds concerns.
9. Per Steve Grossl, Phase 1 pool needs to be closed for 48 hours for shocking. Carmella asked for Trustee input on dates for this project. A suggestion was made to wait until May, and Carmella will discuss this with Steve.
10. Trimming and mulching has been completed at the Phase 1 building entrance.
11. Sump pumps inside pill boxes on Holiday Parkway have been repaired.
12. Limestone was laid inside the Phase 2 pool pump area and bathrooms at a cost of \$780.
13. Swale barricades were repaired and painted.
14. Rear gate repair date has been changed to 3/19/2024.

15. Pool signs should arrive next Tuesday.

16. Please apply for Architectural Control Committee (ACC) permits for any work being done on the exterior of your home.

## **VI. Treasurer Report**

See Attachment A, "Treasurer Report for February 2024."

Don LaMaster stated that he is working with Ernie Mitchell on next year's budget to include a plan to fund the items on the medium- and long-term priority lists. He hopes to present this at the next workshop. Don also gave the Trustees a spreadsheet of Budget vs. Actual Profit and Loss October 2023 – September 2024, and it was agreed to discuss this at the next workshop meeting 3/26/2024.

## **VII. Chairperson Report**

- Shawn Slattery thanked the Board of Trustees for electing him as Chairperson. He thanked all the Trustees for their past year of service, with a special thank you to Cheryl Morris for her work as Chairperson. He thanked John Rabideau for past service, and welcomed new Trustees Jackie Mitchell and Rick Haggard.

Agenda items for the next workshop include 2024 – 2025 meeting schedule and possible summer meeting schedule, along with the topics for meetings.

Shawn asked for a Federal Emergency Management Agency (FEMA) update, and Cheryl Morris responded.

Shawn asked Cheryl if she would continue to maintain the medium- and long-term priority lists, and she agreed. Shawn stated he would like to see a right-turn lane at Tuscola and U.S. 41 added to the long-term list.

Shawn would like the Communications Committee to develop an online survey tool.

Shawn verified that a special meeting will be held, as scheduled, on 3/18/2024.

Shawn asked for an update on LLC unpaid fines, and Cheryl gave him an update.

## **VIII. Trustee Report**

- Jackie Mitchell: Nothing to report.
- Rick Haggard: Nothing to report.
- Bob Bachman: Nothing to report.
- Don LaMaster: Nothing to report.
- Ken Judd: Nothing to report.
- Cheryl Morris: Nothing to report.
- Deborah Perla reported on the Special Meeting coming up on Monday, 3/18/2024, to discuss the lawn contract. This will include presentations from four companies.

She gave an update on what U.S. Lawn is currently working on, including swales. She asked that she be included in all lawn concerns.

- Sharon O'Reilly addressed a resident's concern about residents practicing vigilantism with regard to rule enforcement. She advised residents to call the police and not confront fellow residents on police matters. It is fine to report issues to the front office after calling the police.

She asked Carmella Coons to keep the Board advised of her discretionary spending.

She is working on streamlining the minutes, as advised by the Communications Committee and Holiday Park attorney.

She asked about when we were going to discuss the streaming process and procedures, and Shawn responded that this is on the next workshop agenda.

## **IX. Resident Comments**

None

**A BREAK WAS TAKEN FROM 7:51 P.M. UNTIL 7:56 P.M.**

**X. Old Business**

1. Adoption of Section A.3, General Rules and Regulations Non-Owner Status

Sharon O'Reilly made a motion to accept the changes to General Rules and Regulations A.3. Non-Owner Occupants, as written, Second by Bob Bachman. All in favor.

Motion carried.

2. Adoption of Email Communication Policy

A motion was made by Sharon O'Reilly to adopt the Email Communication Policy, Second by Don LaMaster. All in favor.

Motion carried.

3. Discussion: Demolition of Uninhabitable Homes – Change in Fine Procedure

Shawn Slattery asked Cheryl Morris to give an update. The Holiday Park attorney advised that Holiday Park cannot demolish a home that the Park doesn't own. At this time, we can issue a fine for violations and issue an estoppel for unpaid fines. (See next agenda item.)

4. Adoption of Fine Enforcement Procedure Changes

A motion was made to accept the Holiday Park, Park and Recreation District Resolution 2024-XX Deed Restrictions, Rules and Regulations Enforcement Procedure, with correction under 12 wording from "may" to "shall," by Cheryl Morris, Second by Bob Bachman. All in favor.

Motion carried.

**XI. New Business**

1. Variance Request – 6748 Moonlight Court

A motion to accept the 6748 Moonlight Court variance request by Bob Bachman, Second by Deborah Perla.

A vote was taken with eight in support and one opposed.

Motion carried.

2. Variance Request – 6586 Greenview Court

Bob Bachman presented this request, and a vote was taken without a motion. Eight were in support, and one opposed.

**XII. Supplemental Items**

None

**XIII. Trustee Comments**

- Bob Bachman asked residents to report concerns regarding work being done on homes to him or to the office.
- Rick Haggard gave an update on the Car Show and Sock Hop on 3/23/2024.

**XIV. Resident Comments**

- Wayne King, 6742 Moonlight Court, asked for updates on the back gate repair and insurance coverage. He asked about the violation process, and Carmella Coons stated she is doing daily inspections and sending out letters. Wayne has a list of eight-ten properties that need attention, and he will give this list to Carmella.
- Karin Anderson, 5072 Palena Boulevard, asked that the Old Business Items #1 and #4, adopted tonight, be placed in Trustee Handbooks and on the website.
- Yvonne Warner, 5413 Holiday Park Boulevard, was concerned that Holiday Park had inadequate insurance prior to the hurricane, and she was assured by Shawn Slattery that we now have adequate insurance. The cost of insurance is expected to increase this year. The Board will review Holiday Park's insurance coverage annually.

Yvonne also asked about the streaming process and wants this to be interactive.

- Kathy Bachman, 6345 Fantasy Court, would like to have a vegetable truck come in on Tuesdays, and wants the Board to approve this. There was consensus to allow this, as long as it is coordinated with Carmella Coons.
- John Sermersheim, 6882 Hikina Drive, stated that the Men's Club wants to support the recovery projects. He asked about the FEMA timeframe and what is reasonable and customary, suggesting we contact our congressman Greg Steube for assistance, if this timeframe is exceeded. He asked that, when the Board looks at the medium- and long-term project list, they look at the financial options for coverage, including an assessment. Ernie Mitchell estimates, based on his experience, that the FEMA process could take 6-12

months, if our submittal process is complete. Cheryl Morris stated that the process is complete.

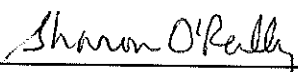
- Norb Schneider, 6304 Kilepa Court, is happy that the vegetable truck is returning. He is unhappy with the variance approvals tonight. He feels the Board is not supporting the ACC.
- Bruce Trevithick, 5648 Holiday Park Boulevard, asked the Board to take control and handle matters properly.
- Ernie Mitchell, 6403 Hikina Drive, reported on his budget work with Don LaMaster to address the medium- and long-term project funding.
- George Clinch, 5014 Palena Boulevard, is concerned about the timeframe on the medium- and long-term project list completion. He believes we need a rate increase. The Board is looking at all options – from a rate increase, one-time assessment, or both. George wants to avoid using Holiday Park’s reserve funds to cover projects. He is unhappy with the \$5 rate increase/month last year.
- Yvonne Warner, 5413 Holiday Park Boulevard, wants the residents to have input into project priorities. Shawn Slattery asked the Communications Committee to address this issue through a resident survey process.

**XV. Adjournment**

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

**MEETING WAS ADJOURNED AT 8:47 P.M**

Respectfully submitted,

  
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Sharon O'Reilly, Secretary