

Holiday Park Park and Recreation District  
Board of Trustees Regular Meeting

February 9, 2023

I. **Call To Order** by Chairperson John Rabideau at 9:00 a.m.

II. **Pledge of Allegiance**

**Invocation** given by Sharon O'Reilly, Secretary.

III. **Roll Call**

Chairperson	John Rabideau	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
Asst. Secretary	Deborah Perla	Present
Trustee	Jim Oliver	Present
Sergeant at Arms	Robert Burleigh	Present

IV. **Approve Minutes**

12/16/22: Motion to approve by Sharon O'Reilly, Second by Don LaMaster.  
Motion carried.

1/12/23: Motion to approve both the Public Meeting and the Regular Meeting by Bob Bachman, Second by Ken Judd.  
Motion carried.

1/17/23: Motion to approve by Ken Judd, Second by Bob Bachman.  
Motion carried.

1/24/23: Motion to approve by Jim Oliver, Second by Sharon O'Reilly.  
Motion carried.

1/27/23: Motion to approve with addition of signatures by Don LaMaster, Second by Jim Oliver.  
Motion carried.

V. **Treasurer Report**

-See Attachment A, "Treasurer Report for January 2023"

-Ernie Mitchell met with Don LaMaster and gave a report regarding Phase 1 Renovation/Update of Progress and cost to date. He stated the renovation is a separate fund from the bond and has no effect on the budget. He believes we are on target with the original contingency plan from the bond. He doesn't foresee any large request for proposals going forward. Holiday Park has been granted temporary occupancy until the electrical panels can be replaced in October 2023. This will take about two weeks and require Phase 1 Building closure. We have about \$1 million in reserves and have had to withdraw \$510,000 to pay bills related to Hurricane Ian. He believes we have adequate funds to carry us until the end of the fiscal year, October 31, 2023.

-Don LaMaster discussed the bond draw to date was \$989,067, which includes \$329,000 for the fence which will be replaced into the bond account once we receive Federal Emergency Management Agency (FEMA)/insurance money. We still have about \$250,000 in the bond account.

#### **VI. Chairperson Report**

-John Rabideau gave an update on homes marked to be demolished and empty lots. Together these total 151. John will talk to the Holiday Park attorney regarding the abandoned limited liability company (LLC) homes.

-John Rabideau reported that both the office and maintenance staff are doing a good job and working well with the Board of Trustees. John also stated he appreciates help from the resident volunteers. He reported that Karin Anderson resigned as the FEMA representative, and he is looking for assistance with this project.

#### **VII. Trustee Report**

-Ken Judd reported that many compound spots were available and asked that campers be removed from yards.

-Deborah Perla advised she is trying to get Brightview to do the swales. Bob Bachman asked Deborah Perla to make sure they do not put dirt in the swales. See "Item C," under "New Business," for more details.

-Deborah Perla stated she needs volunteers for the Architectural Control Committee (ACC) and has applications available for those who wish to apply.

-Bob Bachman: None

-Jim Oliver: None

-Don LaMaster: Juan Luna on Holiday Park's maintenance staff was fired for just cause. Don stated that our current maintenance staff includes Steve Grossl, Charles Corbin, and Tanner West on weekdays; Richard Hatch on afternoon weekdays, and Don Rossman on the weekends. Tom Knoblich is on light duty.

-Sharon O'Reilly stated she has been working on the District Manager hiring process. See "Item B," under "New Business," for further details.

#### **VIII. Resident Comments**

-Mike Nasalski advised that we should offer competitive wages for the District Manager position. He is also concerned about abandoned lots and stated we need to protect ourselves from the LLCs.

-Tim Meyer is also concerned about abandoned homes and has counted 31 homes without demolition markings or signs of occupancy. Tim said he is concerned that the City of North Port will not address these concerns and wants the Board of Trustees to notify the owners and impose fines. John Rabideau stated he will work on contacting the homeowners and start the fining process. Tim Meyer stated he is happy to help with this process.

-Steve Slocum asked about the emergency meeting minutes of 1/27/23, and Sharon O'Reilly responded that the minutes are posted.

-Bill Mitchell agreed with Tim Meyer's concerns and asked if anyone had talked to the mayor or councilman regarding the process to condemn. There was discussion between residents and the Board of Trustees. The general agreement was that we need to get the City of North Port involved and that this may be a long process.

-Roseanne Richard advised she wants legal action taken against her next-door neighbor's home due to yard debris and odor. John Rabideau stated that the owner just put money down for demolition.

-Denise Nelson stated she believes the City of North Port is overwhelmed and may not get involved with manufactured homes.

-Ernie Mitchell asked for patience with the Board of Trustees and homeowners. He stated he believes we may have expectations that are too high and advised to give the processes time.

**A BREAK WAS TAKEN FROM 10:18 A.M. UNTIL 10:29 A.M.**

**IX. New Business**

**A. Phase 2 Pool (Temporary Fence/Signage versus Installation of a New Fence**

-After discussion between the Board of Trustees and residents, there was general consensus to proceed with a permanent fence. There were questions about an extended concrete pad and previously-agreed-upon pool lighting. There was a discussion about repairs. Bill Mitchell and Cheryl Morris indicated they are working with FEMA and insurance, respectively, to recover costs of repairs and fencing.

-A motion to get the Phase 2 pool up and running as it was prior to Hurricane Ian was made by Deborah Perla, Second by Bob Bachman.  
Motion carried.

-It was agreed that improvements to the Phase 2 pool would be made at a later date. Bruce Corey stated that there was a \$20,000 Men's Club donation to be used for Phase 2 pool.

**B. District Manager Interview Followup**

-Sharon O'Reilly read the following statement:

**"I volunteered to oversee the process of hiring a new District Manager. At the last meeting, I clearly stated the process I was using to choose candidates for the Board to interview....that is, matching the Community/District Manager advertisement and job description against the resumes. Since the last meeting, three Trustees have approached me regarding this process, asking questions regarding specific candidates, including asking why I did not choose to interview the two internal candidates. If we want to change the process and/or job qualifications, now is the time to do so. I am not in favor of this. I was clear with John Rabideau that I would not take on this job unless he stayed out of the process, to which he agreed. I want to be trusted to do my job and to avoid Sunshine Law violations. On Tuesday, 2/7/23, John Rabideau sent me an email stating that he reviewed a batch of resumes, and asking me to arrange interviews for three candidates: Darrin Simon, Janeen McClean, and Thomas Mason. I was not happy to get this email and made him aware of this. I responded that, at the last meeting, I mentioned that I had contacted Janeen, and she did not return my phone call. I also mentioned Darrin, if not by name, then by resume. He had a CAM license, but no D.M. experience. I chose not to present Thomas Mason for multiple reasons, which I would be glad to share with the Board of Trustees today.**

**I want to reiterate that Trustees should not be discussing applicants with other Trustees outside of a public meeting."**

-Sharon O'Reilly reported that, to date, we have 10 applicants. We agreed to interview three of these and have interviewed two. She asked the Board of Trustees how they would like to proceed.

-The Board of Trustees reviewed Thomas Mason's resume, and it was agreed to eliminate him as a candidate.

-The Board of Trustees agreed to reschedule the interview of Susan Williamson. There was concern expressed about her salary requirements.

-Sharon O'Reilly stated that Susan Williamson agreed to a \$75,000 salary, but wanted to negotiate time off.

-Sharon O'Reilly presented Carmella Coons and, after discussion, the Board of Trustees agreed to interview her.

-The Board of Trustees agreed to wait to discuss the interviews until the interview process was complete.

-The Board of Trustees also agreed that Sharon O'Reilly would send letters to Steve Grossl and Candice Shearer, thanking them for applying.

-Paul Holden thought it would be a good idea to hire a part-time Administrative Assistant. The Board of Trustees agreed to hold off on this idea, but may discuss in the future.

-Several residents advised the Board of Trustees not to rush the process and to look for quality candidates.

#### **C. Lawn Care Bid Process: Deadline April 30, 2023**

-There was a motion by Deborah Perla to eliminate herbicide and fertilizer treatments, as well as palm tree cutting from the current lawn care contract, Second by Don LaMaster.  
Motion carried.

-Deborah Perla stated she is getting bids with and without swale cleaning, as swale cleaning could possibly be done in-house.

#### **D. Lawn Equipment Inventory**

John Rabideau gave an update on lawn care equipment purchased by Brett Burmann totaling \$7,141. This equipment is currently in use.

**E. Plastic Sheds**

-No plastic, resin, or Rubbermaid sheds are allowed, according to ACC Rule 33. We have many of these in Holiday Park, including two that were approved by the ACC. There was a discussion between residents and the Board of Trustees, including issues such as grandfathering, and timeframes for enforcement. Bill Mitchell stated that the horseshoe storage is being switched to a wood box.

-A motion was made by Ken Judd to enforce ACC Rule 33 banning plastic storage sheds, Second by Don LaMaster.  
Motion carried.

-It was agreed that a letter would be sent to all residents regarding plastic sheds and ACC Rule 33. Also, a notice will be placed in the newsletter, and residents will be notified by our text alert system.

**F. Men's Club Shed**

A motion to purchase a shed for \$5,390 was made by Ken Judd, Second by Deborah Perla.  
Motion carried

**G. FEMA/Insurance Update**

-See Attachment B, "Status of Over & Under \$35,000 Committee"

-Tim Meyer stated we may get reimbursed for damaged trees, but will need pictures of these trees.

-Cheryl Morris gave an insurance update, which included the perimeter fence, gate electronics, debris removal, and Venice Electric: how much we have spent and how much we hope to recover. Gary Chapman is negotiating with the insurance company.

-Ernie Mitchell discussed the importance of quickly and accurately submitting to FEMA, so we may recover money in a timely manner. We can run Holiday Park without this money for now. The money recovered should go back into the category from which it was borrowed within the Reserve Fund.

**X. Old Business**

**A. Dolphins**

-A motion to rescind the Board of Trustees' prior decision to remove the dolphins and to keep them for decoration only was made by Sharon O'Reilly, Second by Deborah Perla.

Motion carried.

-Discussion: Paint has been ordered for the dolphins, and volunteers are needed to clean and paint the dolphins. Repair of the dolphins may be discussed in the future. Cheryl Morris stated we should be able to recover the replacement cost of the one destroyed dolphin, but she will need a price for a replacement dolphin.

**B. Emergency Gate Repairs: Front and Rear Gate Handout Provided**

-A motion was made to replace the front and back gate readers by D&D Garage Doors, at a cost of \$8,102.10, by Jim Oliver, Second by Bob Bachman.

-Discussion: It was verified that the same bar code could be used. Randy Sherwood asked John Rabideau if this was a newer version, and John Rabideau responded, "yes."

-Motion carried

**C. Variances: Schaffner & Meyer**

1. -Motion to approve Ann Schaffner, 6942 Hikina Drive, variance request for new home to have a five-foot setback on both sides by Jim Oliver, Second by Don LaMaster.

-Discussion: There was general agreement between residents and the Board of Trustees that this request be denied because it is against ACC rules and Holiday Park's deed restrictions, and will set a bad precedent for new homes coming in.

-Motion failed.

2. -Motion to approve Tim Meyer, 5436 Joy Court, variance request for a freestanding carport by Ken Judd, Second by Bob Bachman.

-Discussion: Tim Meyer gave a detailed presentation of his request. Deborah Perla stated this request violates ACC Rule 3, and Holiday Park deed restrictions.

-Motion failed.

**XI. Resident Comments**

-Cheryl Morris stated she wants the office hours to return to 8 a.m. – 4:00 p.m. for residents. This issue will be moved to the next workshop for discussion. Cheryl also wants the opportunity to address her Trustee candidacy at a public meeting. John Rabideau stated she could do that at the next regular meeting in March. Cheryl also wants to see job descriptions for the Maintenance Supervisor and Office Manager positions.

-Jackie Mitchell suggested using volunteers to assist the office staff.

-Yvonne Warner stated she has volunteered to help, but she has not been taken up on her offer.

-George Clinch asked about the electronic sign, and John Rabideau stated it was a complicated process and would get done eventually. George also asked that the chairs remain for the Men's Club meeting today (February 9) at 2:00 p.

**XII. Adjournment**

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

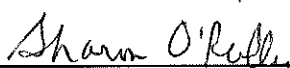
**MEETING WAS ADJOURNED AT 12:17 P.M.**

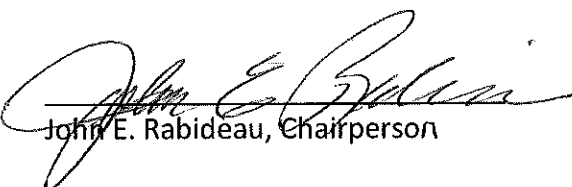
Attachments:

- Attachment A: Treasurer Report for Jan 2023
- Attachment B: Status of Over & Under \$35,000 Committee

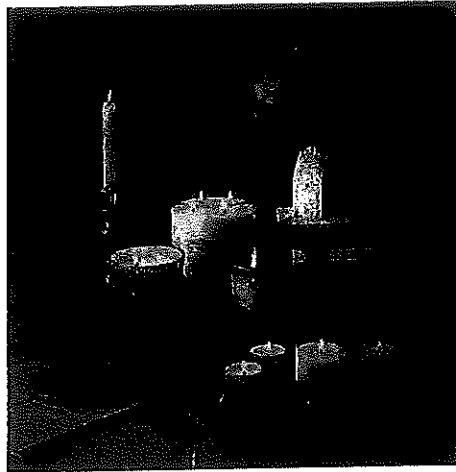
Respectfully submitted,

Attested to,

  
\_\_\_\_\_  
Sharon O'Reilly, Secretary

  
\_\_\_\_\_  
John E. Rabideau, Chairperson





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## Treasurer Report for Jan 2023

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### Assessments

Assessments Received: \$ 109,203.29

### Renovation

Jan Renovation Draws: 164,743

### Monthly Income and Expenses

Jan Income: \$ 109,729.30

Jan Expenses: \$ 276,789.92

### Bank Balances as of Jan 31, 2023

Restricted Funds: \$ 695,917.25

Restricted Interest: \$ 27,988.02

Unrestricted Funds: \$ 857,058.03

Total Funds Available: \$ 1,580,963.30

**STATUS OF OVER & UNDER \$35,000 COMMITTEE**  
**2/9/23**

By William Mitchell and Tim Meyer

- **RFP 001 FENCES** out to SEALED BID TO BE OPENED ON Feb 22, 2023, Walkthrough slated for contractors is Feb 15, 2023 ~~No insurance money left after perimeter fence.~~
1. Fences for Pools 1 & 2, Compounds phase 1 & 2, Tennis, Pickleball
  2. Have interest from several contractors

- **RFP 002 A, B, & C RFP 004**

**This is status report of Under \$35,000 COMMITTEE BY Tim Meyer**

**Here's a summary of the progress of the UNDER \$35K GROUP work so far:**

**RFP # 002A ROOFING REPAIRS:** bid documents are prepared to repair 3 shingle roofs in Phase 2 of the Park (Men's Club building, Gazebo, and Guardhouse). We are ready to contact local roofing contractors to invite bids. The shingles are in very poor condition from wind damage, or missing which will cause active leaks to the plywood below.

**RFP # 002B BUILDING REPAIR OR REPLACEMENT:** the Maintenance Golf Cart Sheds, Fencing, and Electric Items by the Phase 1 pool AND the Maintenance Workshop near the Phase 1 Compound sustained substantial damage. Replacement is the preferred action but we will develop specs for repair too, and should complete bid documents next week.

**RFP # 002C SPORTS FACILITIES:** a detailed list has been compiled of many damaged or missing items around these courts and the pools. Trying to track down cost information and suppliers.

**RFP # 004 OTHER items:** a detailed list of trees damaged in the storm will be compiled with data to support an insurance claim in February; also damage to the fountains and arbors at Ph. 1 entrance, storm drainage repair in Ph. 2, debris removal from a couple trees and the pond

2-9-2023

➤ **RFP 002 Craft Building Entrance & Sun Shelters**

1. # 002 Craft building bathroom entrance near complete for bid first of next week.  
Insurance \$84,000

**SUN SHELTERS**

Decision on type of sun shelters and number. Wood structures with shed type roof, verses other sunshades such as canvas ( see attached information ) Insurance Boodle \$2700, Shuttleboard \$14,850

➤ **RFP # 003 EXTENDED PATIO POOL 2**

1. This RFP is finished and out to bid. Several contractors have expressed interest with Quotes due back by today 2/9/23. If Trustees give authority to proceed this contract can be prepared and signed. ***This work is necessary before permanent fencing for Phase 2 Pool can be accomplished. This is out to bid now under RFP new #001. I am assuming the TRUSTEES want to go ahead with this as the Temporary Fence pricing came back at \$3500.00 for minimum of 6 months rental and would be wasted as the fence contract requests the Pool 2 fence be a priority.***  
\$20,000 From Men's Club One Quote In, \$15,600. DeClercq Construction

➤ **RFP # 004 Pool Phase 2 Pump House and Related Equipment Insurance \$54,443**

1. Shelter drawings done. Pump area RFP in progress Do not need engineer will move pump house and equipment 10' +- toward pond with new concrete base and shelter Thermal heaters will remain in present location and be plumbed to pump system All existing pump equipment will be used as possible.
2. Expect to bid in next week or 10 days. So far only two pool contractors have been identified as capable and willing to quote.

➤ **RFP # 004A Pump House Shelter** Drawings done preparing list of bidders.

- **Other RFP's we are working on** This is a lot of work by both committees Bid Specifications require development and review.

2-9-2023

B3

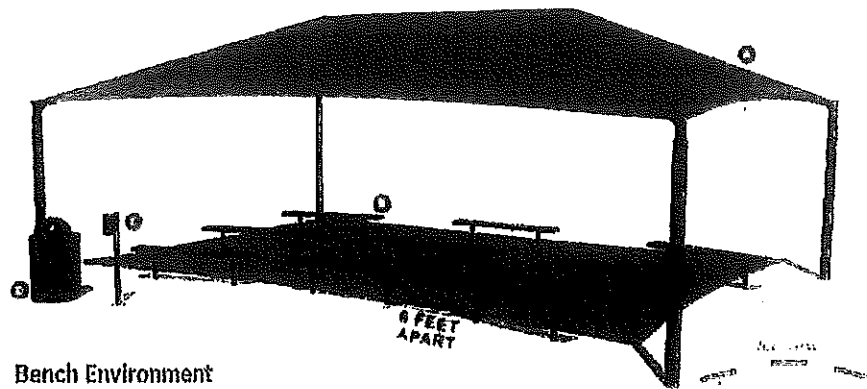


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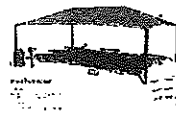
daycares, playgrounds, pools, parks, home associations and even your backyard patio.

*NOTE: Support Columns: 4000 Series 4x4x8x10 4/8x10*



**Bench Environment**

- A. 30" x 20" Hip Shade
- B. 6' Basic Ultra-Durable<sup>SM</sup> Sunband Bench without Back, 9 Quantity
- C. Sanitation Station
- D. 22 Gallon Royal Standard Trash Receptacle




2-9-2023 BS

# Outdoor Classroom Package

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The Sun Shade Company

Type

Benches 

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