

**Holiday Park, Park & Recreation District
Special Meeting Minutes
June 28, 2022**

I. Call to Order by Chairperson Karin Anderson @ 9am

II. Pledge of Allegiance

III. Roll Call

Taken By: Deborah Perla

Present: Chairperson Karin Anderson, Treasurer Don LaMaster, Trustee Jim Oliver, Trustee Deborah Perla, Trustee John Rabideau, Trustee Donna Mills, District Mgr. Bob Duncan, and Sergeant-at-arms Bob Burleigh
Absent: 1st Vice Chair Ken Judd, 2nd Vice Chair Bob Bachman, and Secretary Sharon O'Reilly.

IV. New Business

Karin Anderson asked the Board to review and make changes to the draft of the minutes from June 21, 2022, as follows

- Add the word "Construction" behind Wessel on page 1
- Under ref 7.4, correct the spelling of the word perform.
- Change ref 11 wording to include "the fact that the contractor did not require a deposit on the front end. Some require up to 50%, this means we don't draw out money before areas of the work are completed. We don't pay interest on the advance down payments. The Trustees decided, based on that and the fact we need the contract completed ASAP, we would not request a penalty or a bonus.
- Include Nancy Rivers in the thank you, under kitchen clean up.
- Correct spelling of resident, "Marie Underdown" to "Marianne Underdown".

Motion to make above listed changes by Jim Oliver, 2nd Deb Perla. Motion carried

1. Renovations

Karin Anderson advised the trustee that we are still waiting for the contract with the changes from the contract attorney, which needs to be signed before July 1st. Anticipated signing on June 30th.

There was a question concerning a "performance bond" and if required. The contract we have states the architect will inspect and approve the work done by the contractor, then payment can be made.

Karin Anderson stated that only the electrical permit has been approved, waiting for other permits from the city. Work can begin 10 days after all permits are approved.

Bob Duncan added a "builder's risk", to our insurance policy as requested by the construction company, the coverage is for \$50,000.00 to cover builder's material in case of a loss. This cost is \$365.00.

Karin Anderson explained in order to get the tax exempt on the materials, the

District would have to purchase them. The Trustees decided this would not be a wise option, and to leave the contract alone with the tax included, as it was approved for that amount.

Jim Oliver mentioned a conversation with Ernie Mitchell, stating the contract looked good, but do not volunteer more information to the contractor that could be held against us or liable for.

All Trustees agreed, only the District Manager is allowed to speak with the contractor or Architect, while work is being performed. No one, resident or trustee should be on-site during work hours for multiple reasons.

V. Supplemental Items

None

VI. Trustee Comments

Karin Anderson brought up, Heidi Brady is going to do a mural form the library, asking for approval. Approval is not needed, the expense is well under the \$1500 allowed by the District Manager to approve.

Deborah Perla advised residents they must have a 12 inch barrier around your coach to help prevent weed whacking damage. It is in the rules & regulation.

VII. Residents Comments

None

VIII. Adjournment

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

Meeting adjourned at 9:29am.

Respectfully Submitted,

Deborah Perla
Assistant Secretary, Board of Trustees

Attested to,

Karin Anderson
Chairperson, Board of Trustees