

**Holiday Park, Park & Recreation District
Special Workshop Meeting Minutes
March 15, 2022**

- I. **Call to Order** by Chairperson Karin Anderson @ 9:00 AM.

- II. **Roll Call**
Taken By: Lisa Hoover
Present: Chairperson Karin Anderson, 1st.Vice Ken Judd, 2nd Vice Cheryl Morris, Treasurer Don LaMaster, Secretary Sharon O'Reilly, Trustee Bob Bachman, Trustee Jim Oliver, Trustee Deborah Perla, and Sgt at Arms, George Clinch.

- III. **New Business**
Karin Anderson greeted everyone and opened the discussions on the Renovations
 1. Renovation – Ph I
Open discussion began on the Scope of work for Phase I with the conclusions as follows;

#3 Adding Windows in the main office, old library and managers office.

It was felt that there was sufficient space for both storage and sitting area and a window would be ok. Consensus in agreement

#4 Raise the ceiling as much as possible in the Entry/Hallway Area,

Get individual estimates on the areas for cost to raise the ceilings from the Architect, by AIA categories. Does that include the old library area as well. Consensus to bring back to next special workshop.

#5 Increase ADA in restroom entry area; add code compliant ADA water fountain

The Wing walls to be removed. Outer doors must open out. Install ADA fountain. Interior doors will be reviewed and done in-house.
Consensus in agreement.

#7 Replace flooring throughout the Entry, Hallway, Main Hall

Replace flooring in the board room and managers office to match all other. Specifications need to be clear to the bidders based on engineering input. This includes the front office, back hallway the manager's office. Engineer specifications/guidelines on new concrete adhesion to the old floor in main hall under the wood floor. Consensus to bring back to next special workshop

#8 Replace outdated acoustical panels in Main Hall

This was brought to discussion by Cheryl Morris, would like to have visual or samples, better understanding of materials used.

This would include acoustical ceiling tiles, clouds, and walls. Go to website for Armstrong and look up Soundsoak. Roger Anderson stated you can see examples and get information. Have Architect in for the March 29th meeting.

Consensus to bring back to next special workshop

#11 Include Audio/Visual installations during remodel to network the entire facility (to include but not limited to updated speaker system for music, zoom camera, projector screen, etc.

Consensus in agreement.

#12 Install proper ventilation (A/C) in board/conference room

Consensus in agreement.

#13 Close in exterior area to create additional storage off the Main Hall (Storage room 9A)

An exterior door might be needed from this new area to meet city code requirements. Ask Hibner if this would be possible?

Consensus in agreement.

#14 Consideration for a partition system in the Main Hall

No Resolution, still in discussion. Need advice from architect.

Open discussion on Ph I – Kitchen area, with the conclusions as follows;

#1 Increase the size of the existing commercial Kitchen using the adjacent space, including as much of the Mechanical room possible above the pull out Stage Area. Consensus in agreement.

#2 Bring the existing Commercial Kitchen into current code compliancy, including proper ventilation, cooling, and have sewer & plumbing evaluated. Kitchen blueprint doesn't include input from staff. Waiting on new drawings

#3 Rework the cabinets and areas to provide the most spacious and usable space possible. Consensus in agreement

#4 LED lighting and drop ceiling will be addressed and are mentioned on the architect drawings. Consensus in agreement

#5 What type of flooring would Hibner recommend for the kitchen. Architect will be at the March 29th meeting for discussion.

IV. Supplemental Items

None

V. Trustee Comments

Bob Bachman – Too much paperwork from different sources, can be very confusing. Wanted to remind everyone about the ARC meeting.

VI. Resident Comments

Ernie Mitchell – This will be his last meeting, headed back to Alaska, thanks to the board for participation in plans.

Bill Mitchell – Concerned if a master file is being maintained on the Renovations.

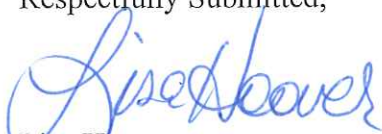
Karin Anderson gave praise to Bob Duncan on organizational skills, very impressed

VII. Adjournment

A motion to adjourn the meeting was made by Bob Bachman, 2nd by Don LaMaster, motion carried.

Meeting adjourned at 10:27am

Respectfully Submitted,



Lisa Hoover
Administer, Holiday Park

Attested to:



Sharon O'Reilly
Secretary, Board of Trustees