

**HOLIDAY PARK  
PARK AND RECREATION DISTRICT  
Regular Meeting Minutes  
October 12, 2017 @ 7:00pm**

**I. Call to Order**

The meeting was called to order by Chairman Dick Gortz at 7:00pm.

**II. Invocation**

The Invocation and Pledge of Allegiance was led by Secretary Dorlis McKinney.

**III. Roll Call**

Present: Chairman Dick Gortz, 1<sup>st</sup> Vice Karin Anderson, 2<sup>nd</sup> Vice Brent Corey, Secretary Dorlis McKinney, Treasurer Don LaMaster, Trustees Betty Hart, Bill Mitchell, Dave Jones and Ken Judd, Park Manager Wayne Schofield and Sargent at Arms Bob Bachman.

**IV. Approval of Previous Meeting Minutes**

**Motion to approve the May Regular Meeting Minutes was made by Brent Corey, 2<sup>nd</sup> Don LaMaster.**

**V. Manager's Report**

Park Manager Wayne Schofield gave a review of the operations through the summer. The storm presented special/additional work and repairs. Work was done on the horseshoe pits, plant coverage was put in place for the recycle bin in Ph II, two additional fountains were installed, Ph I Mens Pool bathroom was remodeled, Ladies bathroom Ph I is 90% complete. 10 pallets of mulch were laid down in various locations, 12 new trees were installed, main office was updated and gate repairs were made. The entire park had debris from the storm. Several residents called about their damage. Cindi and Wayne set up outside to answer calls. Bill Mitchell expressed thanks to Wayne and staff for efficient work in cleaning up after the storm.

**VI. Treasurer's Report**

Don LaMaster reported the finances for March. Income was \$1,542.67 expenses were \$85,511.21. Total restricted funds \$357,127.62 and unrestricted funds \$2,835.14. Operating and Money Market Non Restricted \$223,348.38. Total funds are \$583,311.14.

**VII. Chairperson's Report**

Dick explained the procedure for speaking at our meetings. Residents follow trustee comments, first address items on the agenda, secondly non agenda issues are to be discussed.

## VIII. Trustee Committee Reports

- Bill Mitchell  
Architectural - Many applications are being received, include lot measurements on your application. Roofs are an emergency application.
- Don LaMaster  
Maintenance - We have one new worker, Joe MacDonald, welcome him if you see him around.
- Karin Anderson  
Rules & Regulations - Pick up a copy of the Deed Restrictions if you need to refresh your memory as to what to do in case of a hurricane. Be sure your lot is clean prior to leaving for more than 30 days.
- Betty Hart  
Lawns & Drainage - The swales will be done. Call for concerns.
- Ken Judd  
Compounds - No Comment.
- Dave Jones  
Security - Thanks for calling him when a person rides in on a bicycle or an unauthorized person comes in the park.

## IX. Resident Comments

None.

## X. Old Business

None.

## XI. New Business

1. 5708 Holiday Park Blvd.-Caregiver Application.  
**Motion to approve 5708 Caregiver Application was made by Brent Corey, 2<sup>nd</sup> Dave Jones. Motion carried.**
2. Dependent Coverage.  
We have two plans available for our employees. Dick explained some of the aspects of the insurance we offer. We will pay the difference between the high/low levels of insurance for spouse so they may be insured. There is no additional cost to the park.  
**Motion to approve dependent coverage option and approve applying the premium savings on an employee's health insurance toward the**

**premium cost of dependent coverage when the employee selects a less costly plan was made by Brent Corey, 2<sup>nd</sup> Karin Anderson. Motion carried.**

3. Increase in Administrative Fee for Property Care.  
Wayne stated we currently have a \$25.00 fee. He has sent several letters to residents who fail to take care of their property. One day is needed to inspect homes which consumes a lot of his time. He suggests \$100.00 Administrative Fee and \$15.00 per hour for actual service to be increased to \$20.00 per hour with a minimum of one hour. If they don't pay we have to file a lien on their property.  
Karin confirmed Admin. Fee is per occurrence.  
Wayne stated yes, fee is per occurrence.  
**Motion to approve increasing the Administrative Fee for property care, when the park must contract care services to \$100.00 per occurrence, and increasing the hourly rate for services to \$20.00 per hour for work done with a minimum of one hour was made by Brent Corey, 2<sup>nd</sup> Dave Jones. Motion carried.**

#### XI. Trustee Comments

- |                 |                                                                                                                                                                                                                                                 |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ken Judd        | - He had damage to his property and is awaiting insurance adjustment at his mother's property.                                                                                                                                                  |
| Betty Hart      | - This is her first summer here. She lost one lemon tree.                                                                                                                                                                                       |
| Karin Anderson  | - At our last workshop we discussed a policy procedure for caretakers. She has prepared a rough draft for the trustees to consider prior to our next workshop. She gave several details for caretakers and a definition of what a caretaker is. |
| Dave Jones      | - No Comment.                                                                                                                                                                                                                                   |
| Brent Corey     | - Thanked the residents for coming.                                                                                                                                                                                                             |
| Bill Mitchell   | - No Comment.                                                                                                                                                                                                                                   |
| Dorlis McKinney | - No Comment.                                                                                                                                                                                                                                   |
| Don LaMaster    | - No Comment.                                                                                                                                                                                                                                   |
| Dick Gortz      | - Our staff did a wonderful job after the storm, he is disappointed some of the residents were very rude to Wayne and                                                                                                                           |

Cindi. The responsibility of each resident is to have a caretaker. One resident called 25 times. The office staff isn't your caretaker. The staff has their work in the park to do. Secondly, at a future workshop we will consider hiring a maintenance supervisor. One of our current employees would have this designation. The applicant would be qualified in many areas such as plumbing, electrical, etc., compensation would be at least \$20.00 per hour. Also, we need to renovate Phase I and update it, we need to look at capital expenditures.

Wayne said Joe MacDonald was recently hired. He has been here 90 days and he is fully qualified in many areas. He gets along well with other maintenance workers. The staff saves us a lot of money by doing in house jobs.

Dick Gortz(cont'd)

- He complimented everyone that attended Casto's meeting at the Morgan Center. Upcoming meetings will be announced. We want a wall and would like it included in their plans.

Karin Anderson

- Thanked Wayne and staff for pre hurricane work and for helping residents prepare their properties where needed.

## XII. Resident Comments

Norman Olsewski

- Many residents don't know what is changing in the park, include this in the next mailing.

Dick Gortz stated this information is in the Newsletter etc.

## XIII. Adjournment

**Motion to adjourn the meeting was made by Karin Anderson, 2<sup>nd</sup> Dave Jones. Motion carried.**

Meeting adjourned at 7:50 pm.

Respectfully submitted,

Attest,

Dorlis McKinney  
Secretary

Dick Gortz  
Chairman