

**Holiday Park, Park & Recreation District  
Special Meeting Minutes  
July 5, 2022**

DRAFT

- I. **Call to Order** by Chairperson Karin Anderson @ 9am
- II. **Pledge of Allegiance**
- III. **Roll Call**  
Taken By: Lisa Hoover

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

IV. **New Business**

1. Taping meetings  
Karin Anderson brought up the discussion taping the minutes of the meetings and explained the retention requirements and access to the public. **Motion by Jim Oliver, 2<sup>nd</sup> by John Rabideau to tape all meetings of the Board.** Don LaMaster wants to wait until the full board is present to have this discussion. Consensus was the same. **John Rabideau moved to table the item. Jim Oliver rescinded his motion. Item tabled until full board is present for the Sept. Workshop.**
2. Builder's Contract  
Karin advised the board that the contract had been signed on June 30<sup>th</sup> to lock in the material costs, but the question remains on the Notice of Commencement and if this is a public building. We reserve the use of the facility to Residents, yet we are a precinct voting location and allow AARP to do taxes for both residents and the public during season. The District was advised to complete a Bonded Notice of Commencement where money will be drawn from a bond as opposed to any lien on the District property. This will be in the amount of \$200,000.00. There will a reduction in the contingency from 10% to 5%. The form is ready to sign and will be change order #1. **Motion to approve Bonded Notice of Commencement by John Rabideau, 2<sup>nd</sup> by Don LaMaster, motion carried.**  
Karin Anderson asked Bob Duncan about the assessment from the plumbers. Bob advised that they will flush(jet) and re-line the existing pipes, which will increase their expected lifespan 20-25 yrs. This can be done at any time, the process is not invasive. Bob also updated the Trustees on the storage container which should be here next week and they can begin loading it up and temp office will be on stand by reservation until needed.  
Sharon O'Reilly wanted to know who will be supervising the work. Karin explained that the decision was the District Manager and Architect will be overseeing the work.

### 3. District Manager

Karin gave a long presentation on things that she feels she has accomplished for the District as well as her opinion on the District Manager and his performance prior to reading his letter of resignation. **Motion to accept Bob Duncan's letter of resignation by Jim Oliver, 2<sup>nd</sup> by Don LaMaster, motion carried.**

Jim Oliver wished Bob well and if health was an issue, perhaps the District should just let him go.

Don LaMaster would prefer Bob stayed at such a crucial time, but also wishes him well.

Sharon O'Reilly would like to see him stay as well. Sorry to hear he is leaving and wishes him well.

Deb Perla wants Bob to stay, feels he has done his job well, hopes the best for him.

Donna Mills agrees with the other Trustees, also asked about who would oversee the work.

John Rabideau also wished Bob well.

## V. Supplemental Items

### 1. Hiring a New District Manager

Karin Anderson wants to start the process of hiring as soon as possible.

**Motion to move forward with job posting by Sharon O'Reilly, 2<sup>nd</sup> by Donna Mills with the following criteria: Cam required, 5 yrs. experience, understanding of Special Districts/HB 1855 and construction experience a plus. To be posted on Indeed, Condojobs.com and the CAI sites. Motion carried.**

### 2. Chairperson

Don LaMaster apprised the Board of staff being unhappy with the current situation, some have expressed the possibility of quitting due to the Chairperson's Micromanaging, which is felt to be the main reason the District Manager is resigning. **Don LaMaster made a motion for Karin Anderson to step down as Chairperson. 2<sup>nd</sup> by Jim Oliver for discussion.** Jim Oliver states he was unaware of complaints from the staff but does feel that Karin is a micro manager and has seen instances of that. Karin said there have been many issues with Personnel, Rules & Regulations, Deed Restrictions and violations which had to be discussed with the Manager. If the Board felt this was in the best interest of the Park, she would be willing to do so.

Don LaMaster asked if John Rabideau would consider the position and he declined. Comments from the Residents as to this may not be a good time. Trustees comments on a better balance and working to improve the situation.

**Don LaMaster rescinded his motion**

## VI. Trustee Comments

Deb Perla reported the swales were done in Phase I and Phase II were scheduled for next Wed & Thur.

Karin Anderson spoke for Donna Mills concerning Big Fish Technologies on their bid and training that would be included on the audio and video systems.

Jim Oliver let everyone know he was leaving on Saturday and won't be back until

September. Bob Duncan would be in charge of the ACC Meetings and if not, Deb Perla will step in.

Karin Anderson spoke about the meeting coming up with the other Districts on July 28<sup>th</sup> and that Don LaMaster would be attending. She would like other Trustees to be involved and rotate on attendance.

**VII. Residents Comments**

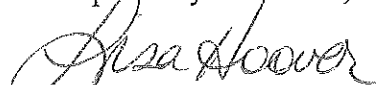
Deb Hall commented on the swale behind her home retaining water and debris. Deb Perla responded and said she would look into it and Jim Oliver was reminded to inform Bob that the piles of debris from the last time the lawn company cleaned them was still piled up behind the Phase I compound.

**VIII. Adjournment**

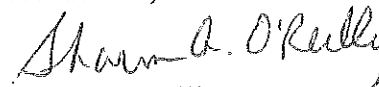
**Motion to adjourn the meeting by Jim Oliver, 2<sup>nd</sup> by John Rabideau. Motion carried.**


Meeting adjourned at 10:55am.

Respectfully Submitted,

  
Lisa Hoover  
Admin, Holiday Park

Attested to,

  
Sharon O'Reilly  
Secretary, Board of Trustees

  
Karin Anderson  
Chairperson, Board of Trustees