

Holiday Park Park & Recreation District (HPP&RD)  
Board of Trustees Regular Meeting

September 5, 2023

Minutes are being submitted by Shawn Slattery, Assistant Secretary

**Note the order of the attachments to be included:** 9-5-23 Revised Agenda; Supplemental Items; Approved Minutes for 8-8-23; Treasurer Report- July; Project Priority Planning Spreadsheet; Infinite Aqua quote; Graham Electric quote; Carmella Drainage Pics; 2-Shenandoah quotes; 3-LCS quotes; Maintenance Manager Job Description; Recreational Access fees letter from Andy Cohen; Supplemental ACC #26F Rule; and the Supplemental violation docs for Dodge and Strickho.

- I. **CALL TO ORDER** by Chairperson Cheryl Morris at 8:59AM
- II. **INVOCATION** given by Shawn Slattery
- III. **ROLL CALL**

Chairperson	Cheryl Morris	<b>Present</b>
1 <sup>st</sup> Vice Chair	Ken Judd	<b>Absent</b>
2 <sup>nd</sup> Vice Chair	Deborah Perla	<b>Present</b>
Treasurer	Don LaMaster	<b>Present</b>
Secretary	Sharon O'Reilly	<b>Absent</b>
Assistant Secretary	Shawn Slattery	<b>Present</b>
Trustee	John Rabideau	<b>Present</b>
Trustee	Bob Bachman	<b>Absent</b>
District Manager	Carmella Coons	<b>Present</b>
Sergeant at Arms	Robert Burleigh	<b>Absent</b>

IV. **APPROVED MINUTES:**

- a. Previous meeting on August 8, 2023 – Moved to accept the meeting minutes as printed by Deborah Perla. Second by John Rabideau. No Discussion. All present Accepted. Motion Carried.

V. **DISTRICT MANAGER REPORT:**

- a. Tami Russel, the previous Admin Assistant who resigned, was replaced by Marti Winch.
- b. Carmella has not been able to find someone to work maintenance on weekends. Carmella is open to suggestions. Cheryl added that HP will be readvertising the position and had someone apply for the position, but never showed up.
- c. The maintenance crew has been patching the roads and sidewalks.
- d. The street sign replacement project is moving slower than expected because the sign company is having a hard time finding the round metal poles for purchase. The company expects to be finished by the end of this week 9-8-23.

- e. The violation process is picking up steam. Carmella has noticed new faces mostly in the laundry room and is finding unregistered guests. This is a safety issue. If you see someone in the park that you don't know then please let Carmella know. She would like everyone to start wearing their badges in all common areas. If at the pool then have it in your bag or with your towel, shoes, etc. at your table or chair.
- f. Carmella has found a number of violations as she drives around the park. Most people are fixing the violation issues after the first call and that is greatly appreciated.
- g. The company owner of "Worry Free Roofing" moved out of the park about three weeks ago. The owner of the home that he was renting was very cooperative in working with Carmella with the eviction process.
- h. Carmella asks that people do not park golf carts on the Phase 1 pool lawn near the south side gates. Your cooperation is greatly appreciated.
- i. Suburban Propane will be installing the cement bollards/pylons in front of the large propane tank in the laundry room side of the Phase 1 parking lot today 9-5-23. They are coming from Cape Coral.
- j. The Phase 1 men's restroom partition has been installed.
- k. The new heat shield has been installed in the Phase 1 building kitchen. The old one will be removed from the stove because it is a hazard.
- l. Carmella has been working on an Emergency Disaster Plan for HP and has sent a copy out to all Trustees for review. Carmella got the template from the Sarasota County website. Trustees, please let Carmella know of any needed changes.

## **VI. TREASURERS REPORT**

- a. Don LaMaster handed out the July 2023 Report to the Trustees for review. Note that there were some hand written corrections at the bottom of the report. He reviewed/read the written report to all present.
- b. See the attached report for details.
- c. No questions.

## **VII. CHAIRPERSONS REPORT**

- a. Insurance coverage changes for our park were submitted and the insurance company came back with a list of questions that were answered by 8-21-23. Holiday Park as of today 9-5-23 should be fully covered with all the additional changes accepted. We however have not yet received the bill for the increased coverage yet.
- b. While we were getting the insurance bonding straightened out for all the Trustees, we found that there was no need for additional insurance bonding coverage for the Holiday Park office staff.
- c. There are three supplemental items being added to today's agenda: The ACC Rule Change 26F, the violation notice for Strichko and potential fine, and the violation notice for Dodge and

potential fine.

## **VIII. TRUSTEE REPORTS**

- a. John Rabideau – Nothing to report at this time. Cheryl questioned the status of the Zoom/broadcasting setup for streaming meetings. John reported that he has not been well this past month and therefore has not progressed this issue. John stated that he does feel better now and will be looking into this further with the communications committee.
- b. Don LaMaster – Nothing to report at this time.
- c. Deborah Perla – Spoke about the new lawn service US Lawns. They have been working in the park for the last 4-6 weeks. Carmella and Deborah have met with onsite Field Manager for US Lawns – Daniel. Deborah is aware that they did not show up this past week. Deborah called Daniel to inquire as to why they did not mow last week and Daniel stated that his supervisor directed the crew to work somewhere else last week. However, they will be back in Holiday Park this week and plan to spend the day Thursday 9/7 mowing all of Phase 1 (including common areas) and all-day Friday 9/8 mowing all of Phase 2 (including common areas).

Deborah discussed the 12-inch barrier around all homes and the crew was not aware of it. They mentioned that at some lawns, the weeds are growing long near the homes and they were just trying to clean it up. Deborah mentioned that she has had some complaints that they are doing too much weeding. Deborah thanked Daniel for the work but asked him to tell the crews not to go into any flower gardens.

Deborah also brought up the issue that some home owners wish to mow their own lawns and wanted the boards opinion on how to make this happen. US Lawns has “Do Not Mow” bilingual (English/Spanish) signs for \$35 available. More discussion on this came up later in the meeting.

- d. Shawn Slattery – Had two questions. The first was about lawns, but that has already been answered. The second was about more dead pine trees in the common areas, particularly the Phase 2 area along Tuscola and around the Phase 2 building. There are about 10 more dead pines in those areas. The cutting down of dead trees is done for now as the previous contract with the tree company has been completed. However, we were told that our trees would continue to die because of the bug infestation/disease and eventually we could lose them all.

## **IX. RESIDENT COMMENTS**

- a. Karen Anderson 5072 Palina Blvd. – About the maintenance job description discussion coming up on the agenda. She recommends that we should keep the job title as Maintenance Supervisor, not Maintenance Manager because we should not have a manager reporting to another manager. Even in large companies, there is usually a maintenance supervisor reporting to a maintenance manager and we are not a large company. Our park does not require a Maintenance Manager. Also, we should only have one Manager in the park and that is the District Manager.

- b. Barbera Ruggiero 5000 Palina Blvd – a month or two ago with the insurance recommendations that came out, we were recommended to vent the pottery kilns through the roof. Because it is hard to get roofing companies these days and it can be expensive, and it could cause leaking issues, would it be possible to vent the pipes out the side wall of the building? Cheryl said that it was a great idea and it can be checked into before that work is done.
- c. Bill Mitchell 6563 Hikina Dr. – Mentioned the Zooming of meetings and asked John if there is a committee helping him research this issue. John said yes. Bill expressed his frustration that we have had so few residents in attendance this summer and that the board continues making important decisions, but most residents cannot see what is going on as they are not here. Bill has looked into what it would take to get Zoom going and is willing to help out John and the committee to get this moving forward.

Bill also requested the costs to date for the Phase 2 Pool renovation, and future known costs. Don mentioned that we would be discussing the pool vendor contract today as an agenda item. Don also mentioned that he knows the cost of the engineer that was hired but not the costs for any bills from other vendors. Camella mentioned that she could get those expenses after the meeting.

Bill mentioned his frustration about the fact that our current financial system does not adequately group expenses into the correct buckets and so it is hard to correctly track expenses to budget items. His biggest concern is that we are correctly adhering to budgeted amounts so that we don't overrun our budgets. Don conceded that because of Hurricane Ian, multiple book keepers, and bad antiquated quick books software, our books are not in the best of conditions. However, with quick books moving to the new online software and the work being done to expand the number of buckets for the 2023-2024 budget, we will be in much better shape for the next fiscal year starting in October. Bill asked about the 700K Restricted Fund and both Cheryl and Don explained that it was restricted as emergency money in case we have another Hurricane this season. We do not want to financially bankrupt the park.

- d. Jackie Mitchell 6563 Hikina Dr. – She asked Carmella if we have any idea how many new homes have come into the park since Hurricane Ian? Carmella did not have an exact number ready to give, but another audience member mentioned 23. Jackie said that it was wonderful to see all these new homes coming into the park.
- e. Dennis Heidenis 6561 Center Ln. – Certified Master Gardener in the state of Florida. He has been trained in horticulture, agriculture, and knows about all things green and growing. Dennis wanted to clarify what is going on with the pine trees in the park. The issues are that these types of pine trees do not respond well to stress and Hurricane Ian beat them up causing the loss of limbs and needles to the point that they are over stressed. Now they are weakened to the point that they are no longer as bug and disease resistant as they once were. This has allowed the Southern Pine Bark Beetle to infest the trees and these bugs live underneath the bark and move from tree to tree. He estimates that we will lose 90-100% of our pine trees over time. The good news is that Dennis, along with others in the park, are researching what kinds of trees, that are more resistant to Florida weather, could be planted within the park going forward.

## X. OLD BUSINESS

### a. Project Priority Planning

Cheryl passed out a spreadsheet for all those in attendance. The green items listed are projects that we have already committed money to doing or need to commit money to do as short-term projects based upon vendor estimates/quotes. If we were to do all the projects shown in green it would cost \$138.5K

One important short-term project mentioned by Cheryl is the preparation of the picnic grounds (next to the Phase 1 shuffleboard courts) for the Men's Club picnics starting in November. John Sermersheim (President of the Men's Club) asked Dennis Heidenis to speak to the board about this project in his absence. Dennis spoke to the Board. The issue is both the dead and live tree roots sticking above ground can cause a severe tripping hazard for everyone. We must make the area safe prior to the start-up of the picnics this next winter season. The total expense for the project is estimated to be about \$500 or less. The plan is to cut out the rotting dead roots, purchase 5 yards of top soil to fill in any holes or low areas to cover exposed live tree roots, cut low hanging limbs of trees, and stake off some areas with caution tape and pylons so that people don't walk in those areas. Dennis made sure to mention/express that **NO LIVE ROOTS** will be cut! The Trustees agreed to make this a short-term project.

The Board then reviewed the spreadsheet to first go through that included the list of 10 new items to be categorized as short term, medium term or long term. Through a lengthy discussion these 10 items were prioritized. I did not include all the discussion points in these minutes, but much of the discussion for the more important items has been documented. All the items were reviewed and 6 were marked short term, 2 medium term, 1 long term and one was removed.

Cheryl discussed **#65 Replace Electrical Box in the Ceramics Bldg**. The electrical box in the building is outdated and a potential fire hazard. The ceramics kilns cannot be flued correctly until the electrical box is replaced. Therefore, before we can do any further electrical work in the building, we need to replace the box. Graham Electrical submitted a quote for this work (see attachment). The Board noted that this project needs to be marked as short-term, but did not vote on the quote at this meeting.

Carmella discussed **#66 Mailbox Tubes**. Carmella mentioned that where she used to work they used PVC pipes to separate park specific mail from all other mail.

Deborah discussed item **#67 Lawn Signs** and again mentioned that US Lawns has bilingual signs (English & Spanish) that can be purchase for \$35 each and we would need one of each on these lawns. Carmella does not like this idea because of the ACC Rule that does not allow yard signs. Also, it would have to be the responsibility of the property owners to put out the signs before a mowing and pick them up after the mowing every week. It was mentioned that there are only about 10 owners who have expressed that they don't want their lawns mowed. Cheryl said and the Board agreed that the lawn mowing is a service provided by the park and if people don't want that service, then it is their responsibility to communicate that to US Lawns each week. At this time Holiday Park is not taking any action to deal with this issue at a park level.

**#68 Big Fish Maintenance Agreement** – We are trying to get Big Fish back here to train us on the use of all this equipment that they installed. Kate is trying to set a date with Big Fish for this training and whoever can make it will attend. Currently we don't have the education we need to operate much of the new equipment. We also have had no luck getting them to write up a service agreement which would allow us to contact them when needed. So, we are not getting the service we need from Big Fish at this time and we need to come up with a viable solution. We don't even have the equipment manuals that should have come with the new equipment (they may exist online?). Cheryl asked for Trustee input. It was agreed that we need to keep on Big Fish to get the manuals and the training. Then we can decide what to do about the maintenance agreement.

**Issues #71, #72 & #73**, all concern drainage issues in Phase 2. The most imminent issue is the one for a resident (Paradis) on Palena Blvd. who has a sink hole in their yard. Much discussion ensued, and the Board agreed that this issue needs to be resolved quickly. Some bids were included in the Trustee packet for this meeting but none of them were viable as they did not address the main issue or have a plan to fix the issues, they just talked about running camera scopes down the pipes. So, the three LCS and the two Shenandoah proposals were rejected by the Board at this time. Salvador Martinez 6671 Keystone Ct. has the equipment and 30 years' experience and is volunteering to help Steve and/or Tanner dig up the area enough to expose the pipes where the leak is occurring in order to understand what needs to be done next to fix the issue. Salvador has the time to help Steve and Tanner out immediately if needed. Cheryl thanked Salvador for his help and asked that he meet with Carmella after the meeting to further discuss how to move forward with this issue. Bill Mitchell also offered to help.

On a separate issue, Steve and Tanner have been doing temporary fixes to the issues concerning the drainage covers on Palena Blvd. This is getting us by for now but will need to be addressed in the medium term.

The next step is to move through all the items in each column, short term, medium term, and long term to prioritize the items within each section.

The highest priority item to be worked on is the Phase 2 Pool which is currently on hold because the hired engineer, Scott Vaughn, is waiting on a permit from the City of North Port, but in order to get the permit, we must have a contract with a qualified pool company before they will grant the permit. Scott is also waiting on the Board to contract with an area pool company and suggested Infinite Aqua as he has worked well with that company in the past. The quote from Infinite Aqua is \$24,620.00. We had previous quotes from Superior Pools and Galaxy Pools which were very comparable to the Infinite Aqua quote. The Board decided to go with Infinite Aqua since that is who Scott would prefer to work with and the costs are the same.

**MOTION:** Don LaMaster made the motion to accept the Infinite Aqua contract at the cost of \$24,620.00. John Rabideau second the motion. No further discussion. All approved. The motion carried and the contract was awarded.

Cheryl started working through the list of short-term projects and the Board started assigning

the priority of each. The Board completed the short-term list. See notes on the attached copy.

One important discussion item to note: The park is committed to get the Phase 2 pool opened prior to shutting down the Phase 1 pool for the repair items #3 Pool Walkway Repair and item #31 Phase 1 Electrical Upgrade which are scheduled to happen in October.

Slotteo Ruggiero 5000 Palena Blvd. – Asked about the sun shades for the Phase 2 Bocci Court. Right now, it is hard to play on the courts because of the heat of the sun. Cheryl said that the Sun Shade project was made a medium project because of the cost of \$190K is outside our budget at this time. Discussion ensued and it was decided to bring the issue of Sun Shades back up in the October/November timeframe. Deborah Perla brought up the suggestion that we increase the priority of the Sun Shades for the Bocci and Shuffleboard courts ahead of the sun shades of the pools. And, for the short-term (i.e., this next season), we purchase some tables with regular umbrellas for the pool areas. Deborah believes that this should be a short-term priority because it is so important for our residence to be able to get back to their routine activities. Both Don and Cheryl agree with Slotteo and Deborah, but reminded everyone that we just don't have the money right now. They also reminded everyone that we would revisit the Sun Shade issue in the October/November time frame to see if things are at a point where we can make some more favorable decisions about spending the money for the sun shade project.

**Break was taken at 10:25AM and returned at 10:32AM.**

During the break, Cheryl looked over the rest of the spreadsheet and requested that she be allowed to take the take a first pass at prioritizing the rest of the projects and then submitting it for review by the rest of the Board of Trustees. Cheryl will list the green projects from each column first and the black projects to follow. If there are any order changes that need to be made then we can do it at the next meeting. All present Trustees agreed to that proposal.

A marked-up copy of the Project Priority Planning spreadsheet is included as an attachment to these minutes.

**b. Job Description for Maintenance Manager/Supervisor -**

Cheryl started this discussion by stating that the Board had previously stated that Carmella was given authority over all the hourly wage staff and they all report to her as part of her contract. Thus, Cheryl wondered why the Trustees were involved with this job description, except to say that the one he has was not sufficient. Shawn spoke up to say that there was never a job description for the Maintenance Manager/Supervisor and that is why one has been created and the Board has been involved. Still, Cheryl posed that we, the Board of Trustees should step away from helping with the job description because we have no authority over her staff.

Don asked what Cheryl meant. Is she saying that we are no longer going to use what was created?

Cheryl asked the Board whether or not we should force this new job description document on Carmella? Or should she be allowed to use whatever job description she wants with her people.

John spoke up and agreed that if we have given Carmella the responsibility over her people then she should be allowed to use any Job Description she wants.

Shawn spoke up saying that he did not understand why the Board is being ask this question now? What changed? We have been discussing this Maintenance Manager/Supervisor job description for several meetings throughout the summer months. One reason it came up was that the park residence wanted to understand the reason for the creation of the Maintenance Manager position by the previous District Manager and why the large bump in his hourly wage. What value was the park getting for this wage increase? Many hours have gone into the creation of this description and it has been reviewed in multiple Trustee meetings to get to this point. So why when we are at the finish line, are we now talking about throwing out the entire thing? Why don't we go forward and approve this job description for the Maintenance Manager/Supervisor so that the park has job descriptions for both the District Manager and the Maintenance Manager/Supervisor and can understand their responsibilities within the park. These are the two highest paid wages in the park and should have job descriptions that are available for the Trustees and residence to review.

Deborah asked Carmella if she was happy with this job description. Carmella said yes and that herself, Karen Anderson and Shawn had worked on this completed version of the job description. Carmella added that she was not happy with the word supervisor and did not want to change Steve's title from manager to supervisor because the title of manager had already been given to the position by the previous District Manager. However, Carmella stated that if Steve ever leaves this job, then we can all revisit the title of the position and the incoming employee could be named as a supervisor. Carmella also mentioned that we did do a good job on creating the overall job description and that she was happy with it. Carmella said that she did not give Steve the title of manager and she does not want to be the one to take it away.

Deborah added that in her opinion, Steve has been here through Hurricane Ian, and he has been Carmella's right hand and has helped her get acclimated with the District Manager position, and therefore does not have a problem with his title being manager. He has been with the park for over four years now and so deserves the title of manager. Deborah agrees that someone new to the job should have the title of supervisor.

Don spoke up and agreed that the title should remain as manager and also questioned the pay rate being \$19-30/hr. because that means that Steve could never get a pay raise as he is already at the \$30/hr. rate. The Board discussed this and agreed that the high mark should be changed to \$32/hr.

Cheryl brought in the discussion and reiterated the two points that were discussed to implement this job description would be that the job title would remain manager and the high end of the pay rate would be changed to \$32/hr. Should Steve leave, the title would be changed to supervisor for the incoming employee. Cheryl asked for a motion.

**MOTION:** Don Lamaster motioned that Steve's title remains the same as Maintenance Manager

and that he can make up to \$32/hr. John Rabideau second the motion. There was no further discussion from the Board but a resident stood up to speak.

Bill Mitchell questioned why all the park residence did not have the opportunity to read through the job description. He wanted it to be read at the meeting. Cheryl said that it was five pages long and would not be read, but it would be published with the minutes for all to review. Bill expressed that this position was originally a crew leader years ago and that by raising Steve to the manager position, the park lost a working maintenance staff member. Bill also reiterated his frustration with the lack of our tracking of expenses to correct line items in order to have a better picture of how much has been spent this year for the maintenance and grounds staff. Cheryl agreed that the process has been broken in the past but again said that the books and records keeping of the expenses would be better for the new fiscal year with the implementation of this new online financial system.

**MOTION Completed:** Cheryl again asked if there was any further discussion; being none, she asked for a vote. All Trustee members agreed to the motion. No one opposed and the motion carried.

## **XI. NEW BUSINESS**

### **a. Recreational Access fees letter from Andy 8-22-23**

Cheryl started by saying that the Trustees and Carmella have been racking their brains on how to raise money for the park. She stated that there are only three ways that Holiday Park can raise money. The first is new Assessments which we use from time to time. We just raised the assessment for 2023-2024 taxes by \$5.00 per resident. The second is new Bonds which we did for the Phase 1 Building renovations. The third is through charging Fees. In the past we have talked about having a recreational access fee for home renters to use all of our park facilities, because currently renters do not pay any fees for using our courts, pools, buildings, etc..... We also talked about charging more money for use of the compounds. None of these proposed fees are guaranteed and will need our lawyer, Andy Cohen, to look into them further. However, there is no reason to spend the money to have our lawyer to look into this if the Trustees are not interested in actually implementing any or all of these types of fees. Cheryl asked the Board if they are interested in moving this forward.

Deborah spoke up and stated that yes, she is agreeable to this. She also mentioned that she had brought up the fees for compound use before and that other parks charge the fee by foot for the size of the RV being stored. Cheryl said that the particulars of the fees have not been decided yet and that there are many possible methods for setting the fee charge. Shawn agreed to move forward with the fees being researched by our lawyer. Carmella also mentioned that where she used to work, the fees being charged were by the size of the item being stored, i.e., small trailer, big trailer, kayak, RV, etc. and the charge was for 6 months at a time and she had a waiting list of people wanting to use this service.

**MOTION:** Deborah Perla made the motion to allow Andy Cohen to peruse avenues to increase

revenue for the park by charging fees to residence owners and renters. Don LaMaster gave a second vote on the motion. Cheryl asked for any discussion.

Bill Michell gave a comment. Bill feels that a fee charge to those residence who are currently using the compounds for storage is unfair because we do not charge residence owners for other park facilities like the pools, bocce courts, shuffle board courts, etc. He also maintains that it costs nothing to maintain the compounds. Although Bill's argument had holes, no Trustee wanted to argue because it would be premature as we don't even know if a fee is possible until the lawyer comes back to us with an answer.

**MOTION continued:** Cheryl asked for any further discussion. There was none. She then asked for the vote. All present Trustees approved the motion. No opposed. Motion carried. Cheryl will get an email submitted to Andy Cohen.

**b. Big Fish Maintenance Agreement**

Cheryl started by stating that we need a maintenance agreement for all this new equipment that was installed. She also mentioned that we did not negotiate an agreement with Big Fish prior to them installing all the equipment and that they have not been agreeable to offering such an agreement. Carmella has called them many times but they have not responded to our request for a maintenance agreement. It seems that they are happy charging us for service calls. They have also not been very good at helping to setup a training session so that we can be trained on the equipment. Cheryl raised the question to the Board as to possibly looking to another vendor to provide a maintenance agreement.

Don expressed the opinion that we should explore options with other vendors. Shawn agreed but added that we need to stay on Big Fish to provide us with all the maintenance manuals for the equipment and to provide us with the training promised. Once we have that, we can decide on the next step of seeking a maintenance agreement. Cheryl expressed frustration with Big Fish because they are not responding to Carmella's calls. She asked if we should look at suing them. Shawn did not think that moving into a lawsuit over this was a good fight to get into as it would probably end up costing us a lot of money.

Karen Anderson 5072 Palena Blvd. – stated that she was part of the original negotiations with Bob from Big Fish. At that time, they promised us a maintenance agreement and training for as many people as we wanted to attend. However, the discussions were all verbally and nothing was given in writing. Karen also mentioned equipment warranties and that if we were to move to another vendor for a maintenance agreement, that we have received the warranty information for all this new equipment. Karen offered to write all the information from those discussions and provide it to Carmella and Cheryl as discussions with Big Fish continue. Carmella will be in contact with Big Fish again this week.

**c. Lawn Signs**

This agenda item was already discussed and so no more discussion was made.

**d. Tube Mail**

This agenda item was already discussed and so no more discussion was made.

**XII. NEW DEED RESTRICTIONS FOR VACANT LOTS AND COACH REPLACEMENT DISCUSSION**

Cheryl mentioned that we have nothing in our deed restriction concerning how long an owner may leave a lot vacant and further stated that she does not know if we should. There are people buying up lots and just holding them. So, if we want to do something we would need to make a change to the Deed Restrictions for the park. Cheryl would like to add an agenda item for the next meeting to discuss if we should specify a time frame that a new coach must be placed on an empty lot once it is purchased. Deborah mentioned that we must take into consideration the lead times for these coach manufacturing companies currently have for building new homes. In some cases, the lead time is 2-3 years out. The Board did not have a problem with adding this discussion to a future meeting, but it would be a discussion only at this time. Then, if changes are need to our Deed Restriction verbiage, the Board would start the change process with documenting the proper changed verbiage and information to be submitted to the residents of Holiday Park to vote upon. If the new verbiage is approved, then the Deed Restrictions would be updated.

**XIII. SUPPLEMENTAL**

**a. ACC Rule #26F**

Bob Bachman introduced two new rules at the last ACC meeting. Rule #42 was previously discussed at a Trustee meeting and was approved. However, Rule #26F had not been previously discussed/approved in a Trustee meeting and so it should not have been introduced within the ACC meeting. Since Bob is not at this meeting to further discuss this new rule, Cheryl will move it to the next meeting so that it can be properly discussed and approved.

**b. Potential Fine for Dodge 6303 Berry Ct.**

Carmella presented a host of pictures and the fine process timeline information of previous communications with Diana Dodge. Currently there are four violations and potential fines being discussed today. The first is for disobeying the approved ACC permit for enclosing the car port and for not following the ACC general rules for owner property (i.e., all the clutter in the yard and sitting out around the coach has become an eye sore for the park community). The second is painting the hurricane window awnings and outer doors without an ACC permit approval for the colors used and she continued to paint unsupported colors on back door. The third is disobeying two stop-work orders. The fourth is for using the car port as a storage area and erecting a tarped structure. Through multiple communications, these issues have not been corrected.

Diane was present at the meeting but requested that her contractor Clay Beard (family business for 50 years) speak for her. Clay started by stating that he would be doing the work on the car port walls re-construction. Clay passed out an architectural sample diagram to the Board for the

work that he could do for Diana. He proceeded to speak to the diagram and how he could adapt it to work for her situation and start the work immediately. Cheryl explained to Clay that Diana had not reviewed this diagram and work with the ACC and therefore did not have approval for the work. Therefore, he could not start the work immediately. Clay began to argue that he was talking about phase 1 of a multi-phase approach to fixing all the fine issues. Since Clay did not understand the ACC or fining processes, he did not understand why we could not just approve the work he wanted to do for Diane. Cheryl finally had to cut him off as his three minutes were up and he was not in any way speaking to the issues of the fines themselves, which is what we were here to discuss.

Shawn spoke up to let Clay know that the ACC approved work to be done back in March and that work was not done or not done correctly and/or other work was done that was not approved. The park has a fining process that it is now following to address the situation. The discussion today was no longer about getting the work done as Clay was proposing, but about moving Diana's case to our Fine Committee as per our process. The Board is not against Diana getting her property and coach back into a pre-hurricane status but instead, about fining her for work not done or done without the correct ACC permits. Clay thanked Shawn for the clarification and sat back down.

Diana then approached the microphone to speak for herself. She proceeded to give a number of excuses as to how she got to this point. All of which did not address the actual fines that we were discussing. Cheryl allowed Diana to talk for her three minutes and then thanked her and let her sit down.

Cheryl reiterated the issues being addressed and asked for the Boards opinion as to whether or not to send this issue to the Fine Committee. All Board members agreed that the four violations/fines that have been discussed, along with their agreed to fine amounts provided on the violations/fines chart within the fining process, be passed onto the Fine Committee for evaluation. The violations/fines chart will determine whether the fines are to be assessed per day or per occurrence. Carmella and Cheryl will submit an email to the Fining Committee clarifying the four violations and the fine amounts to be levied as per the violations/fines chart.

**c. Potential Fine for Strichko 6330 Parkview Ct**

Cheryl stated that the violation was that JoAnn Strichko received an ACC permit to paint her hurricane window awnings gray but then proceeded to paint them in a rainbow of colors which were not approved colors and which she did not have the ACC approved permit.

She was caught painting the rainbow colors and received a stop-work order but disregarded the stop work order and continued painting the rest of her awnings the same color.

The fining process was followed and JoAnn was notified of the two violations but ignored all communications and she did not show up for the meeting today.

All Board members agreed that the two violations/fines that have been discussed along with their agreed to fine amounts provided on the violations/fines chart within the fining process be

passed onto the Fine Committee for evaluation. The violations/fines chart will determine whether the fines are to be assessed per day or per occurrence. Carmella and Cheryl will submit an email to the Fining Committee clarifying the two violations and the fine amounts to be levied as per the violations/fines chart.

Shawn requested that, in the future, when discussing a violation and/or fine, the Board receive all the information concerning the violations to be discussed and the actual fines whether assessed as a one-time fine or a per day fine until the issue is resolved.

**XIV. TRUSTEE COMMENTS**

None.

**XV. RESIDENT COMMENTS**

None.

**XVI. ADJOURNMENT**

Motion to adjourn by Don LaMaster and seconded by John Rabideau. No discussion. All approved. Motion carried and the meeting closed at 11:17AM

**MEETING WAS ADJOURNED AT 11:17AM**

Respectfully submitted,

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Shawn Slattery, Assistant Secretary