

**HOLIDAY PARK, PARK & RECREATION DISTRICT**  
**Board of Trustees Regular Meeting Minutes**

Go To Meeting (Online)  
May 28, 2020 at 10:00 AM

**I. Call to Order**

The meeting was called to order by Chairperson Richard Gortz at 10:00 AM.

**II. Roll Call**

Taken by: Barbara Vitolo

Present: Chairperson Richard Gortz, 1<sup>st</sup> Vice Karin Anderson, 2<sup>nd</sup> Vice Ken Judd, Treasurer Don LaMaster, Trustees Bob Bachman, Betty Hart, Mike Nasalski and Cheryl Morris, Sgt-at-Arms George Clinch, and District Manager Tess Schofield

Absent: Excused Jim Oliver.

**III. Approval of previous meeting minutes:**

**Motion to approve the minutes from the previous meeting of April 30, 2020, by Don LaMaster, 2<sup>nd</sup> by Karin Anderson. All in favor, motion carried.**

**IV. Resident Comments:**

Jean Middleton stated that she wished to thank the Board of Trustees for taking into consideration their concerns. She also stated that she believed the deed restrictions allow for "a shed" that does not exceed 192 sq. feet and questions why anyone needs a shed that is 10' x 16'.

Shawn Tunis stated that he has done everything asked of him by the ACC and Board of Trustees.

**V. Trustee Comments:**

None.

**VI. Treasurer's Report:**

See Attached Report

**VII. New Business**

1. 2020-2021 Proposed Budget: **Motion to approve proposed budget by Cheryl Morris, 2<sup>nd</sup> by Bob Bachman. All in favor, motion carried.**
2. Authorization for staff to proceed with litigation against property owner at 6687 Hauli Ct: **Motion to approve by Don LaMaster, 2<sup>nd</sup> by Bob Bachman. All in favor, motion carried.**
3. Phase I Building Remodel: District Manager Tess Schofield reported that due to timing she was only able to get one stucco bid to date. The stucco bid received was approximately \$18,000.00 for the two buildings in Phase I from Reconstructive Ideas. She is still waiting on painting bids. Due to the mansard roof currently

installed on the Phase I building she recommends keeping some of it so as to not expose the first couple of feet of roof. This way the maintenance team should be able to handle some of the work and the fascia and lighting would be contracted out. The plan is to have stone installed like the Phase II building.

Cheryl Morris would like to have a proposal on everything that is being done and estimates on the painting.

Dick Gortz stated that waiting on all the estimates would take too long and the project would not be finished this summer. Extensive work will need to be done when the roof is removed, and that work is unknown until the roof is removed. He states that it would be prudent to authorize \$70,000.00 and get the contracts approved by the Board of Trustees as the bids come in.

Ken Judd stated he would like to see the windows cut in now rather than after stucco is done on the building.

Karin Anderson would like to see the project to move forward now and give the District Manager a cap to work with.

Don LaMaster would like to see the project to move forward with a cap of \$70,000.00 to \$100,000.00.

Betty Hart stated that the renovation project needs to be started now.

Cheryl Morris again stated she would like to see a comprehensive list of what is to be done.

Dick Gortz stated that \$80,000.00 may be a good number to start with. The current project plan is to mimic what was done at the Phase II building and add windows at a later time.

**Motion to approve the Phase I building remodel with a \$80,000.00 starting budget by Karin Anderson, 2<sup>nd</sup> by Don LaMaster.**

Cheryl Morris questioned how the maintenance staff will accomplish this as they are short staffed.

Tess Schofield stated that she has found a new employee to start on Monday.

Dick Gortz stated that we will hire Temporary Staff as needed.

**Majority were in favor; Bob Bachman and Cheryl Morris were opposed. Motion carries.**

William Mitchell stated that the discussion started at \$70,000.00 and quickly went up to \$100,000.00.

Dick Gortz stated that there is \$200,000.00 in the reserve for this remodel.

4. ACC Committee- Proposal for Deborah Perla to change from alternate to permanent member. **Motion to approve by Bob Bachman, 2<sup>nd</sup> by Mike Nasalski. All in favor, motion carried.** Bob Bachman stated the Deborah will be a good fit for the committee and she attends all the meetings and understands the rules.
5. ACC Application for shed at 5050 Palena Blvd.  
**A motion to approve the shed on an angle was made by Bob Bachman, 2<sup>nd</sup> by Cheryl Morris.**

Bob Bachman stated that this application was approved by the ACC Committee and the resident that applied was a past committee member and knew the rules.

Cheryl Morris stated that the Board of Trustees appointed the ACC and since it is not outside their duties the Trustees should approve.

Ken Judd stated that he has a problem with a second shed on any property and any that add up to more than 192 sq. feet. Ken further stated he could not vote in favor.

Bob Bachman stated that in regards to the rules, the 50% rule does not apply, it is 6" from structure, it complies with ACC rule 9 and 10. This shed met all the requirements and the Trustees should approve this application.

Betty Hart stated that the Deed Restrictions and the ACC rules should all match and they should be reviewed.

Dick Gortz stated that the plan has a pencil sketch of the shed assuring that the plan does not infringe on the 10' set back. If after the shed is installed if it does not meet the requirements, it will have to be moved or removed.

Karin Anderson questioned if the motion is to approve the original ACC plan or the current sketch with the shed at an angle.

Bob Bachman stated that the motion was for the angled sketch.

Karin Anderson stated that the second sketch fits better.

Jean Middleton stated that if there are any questions if an application is erroneous it should be reviewed by Trustees, and requested that the Trustees please make the right decision.

Don LaMaster stated the second drawing not the first is what he is in favor of.

**Motion passed by majority; Ken Judd opposed.**

6. Review of 2018-2019 audit.

Don LaMaster gave a review of the audit, please see attached report. **A motion by Bob Bachman to accept the audit report, 2<sup>nd</sup> by Don Lamaster. All in favor, motion passed.**

**VIII. Supplemental Items**

None

**IX. Trustee Comments**

Mike Nasalski stated that the shed issue with Deed Restrictions and ACC Rules needs to be resolved and that a guideline for getting bids should be established.

Bob Bachman agrees with Mike concerning the Deed Restrictions and ACC Rules, but advises that it will be a lengthy process. Bob thinks that the Deed Restrictions should be done first, and the ACC Rules made to match.

Dick Gortz advised that small projects are hard to find companies that want to take time to come out and give bids.

Karin Anderson stated that it is easier to change the ACC Rules, so they should be done first followed by Deed Restrictions.

Bob Bachman stated that the ACC Committee will do what the trustees are requesting, however the fall will be the earliest it can be done.

Mike Nasalski wanted to know if there was a dollar amount that requires more than one bid.

Tess Schofield stated that industry standard is \$10,000.00 for requiring multiple bids. The time between the workshop and meeting did not allow for the ability to get multiple bids. The park has had a successful working relationship with Reconstructive Ideas as they did the work on the Phase II building.

Cheryl Morris stated that more bids are needed.

Betty Hart would like to thank the residents for taking time to speak to the new lawn company.

Bob Bachman stated he noticed the lawn company fertilizing the common ground for the first time since he lived here.

Dick Gortz stated that we are getting what we pay for.

Karin Anderson advised Shawn Tunis that there maybe a landscaping company that would be willing to purchase the trees on your property.

Bill Mitchell wanted to know the thought process on opening the pool full time. Stated that the residents are all adults and should be able to monitor ourselves. Bill also wanted to know if there was any opening date for the exercise room and could it be done by appointment like the pool is doing now.

Tess Schofield stated that she understands that people need to move and get exercise. However, currently the residents are not following the guidelines set up by the Trustees.

Dick Gortz stated that the Trustees are reviewing on a regular basis and will slowly open as continues to be safe. The residents that are not following the regulations, like concerts on Hikina, make it hard to believe that the rules will be followed.

Cheryl Morris wondered about the exercise room, could we do 1 or 2 people at a time?

Tess Schofield would like to add that this is a very frustrating time with COVID 19 and the staff is doing the best that they can. A couple of residents confronted the maintenance staff and I ask that you be respectful to the staff.

George Clinch questioned what is happening with the LLC properties.

Dick Gortz replied that there is no news yet on the properties. Legislation to protect us is awaiting a signature from the Governor. The Governor should sign it within the next week. This legislation will allow the Trustees to enforce all rules and regulations.

Karin Anderson reported that the LLC called the office to inquire about renting their properties. Revitalization forms are being returned and we have all the required responses.

**Motion to adjourn the meeting by Bob Bachman, 2nd by Don LaMaster.**

Meeting adjourned at 11:09 AM.

Respectively Submitted,

*Barbara Vitolo*

Barbara Vitolo  
Bookkeeper, Holiday Park

Approved By,

*Cheryl Languirand Morris*

Cheryl Languirand Morris  
Secretary, Board of Trustees