

**Holiday Park, Park & Recreation District
Special Meeting Minutes
July 26, 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, 2nd Vice Chair Bob Bachman, Treasurer Don LaMaster, Secretary Sharon O'Reilly, Trustee Deborah Perla, Trustee John Rabideau, Trustee Donna Mills, and Sergeant-at-arms Bob Burleigh
Absent: 1st Vice Chair Ken Judd, Trustee Jim Oliver, and District Mgr. Bob Duncan

- IV. **Resident Comments**

None

Karin Anderson wanted to advise everyone of additions to the agenda that will be discussed to be included under supplemental Items.

- V. **New Business**

- 1. District Manager – Interviews

Trustees discussed their interview with Brett Burmann as positive. Consensus was he would be a good fit for the District. Karin asked for a motion to offer the position to Mr. Burmann. **Motion to offer the position to Mr. Burmann by John Rabideau, 2nd by Bob Bachman, motion carried.**

Discussion continued on the amount of salary that would be offered. Consensus was as follows 75k starting salary, 2nd year 77k, 3rd year 79k. Resident Cheryl Morris asked if a performance clause could be added to the contract. Trustees discussed the option and consensus was positive to include the change and add to contract for year 2 & 3 to be subject to a performance review by the Board of Trustees. He can start on Aug 15th and Karin will work on the contract.

- 2. Renovations

Karin informed everyone that the Bond of Commencement was completed for \$13,264.00. This changed the overall contract, the retainage from 10% was changed to 5%. Again, wanted to remind everyone that a lien cannot be taken out on the District, if there are any issues on funds, this bond will cover it.

- VI. **Supplemental Item**

- 1. Bob Duncan's early departure

Bob Duncan notified the Trustee's via email that he will be leaving ahead of his contractual obligations. He will be leaving on August 4, 2022. Don LaMaster advised that he will lose his remaining 34hrs and only be paid

salary. thru August 4, 2022. His insurance would be effective thru the end of the month.

2. List of projects (progress on open projects of the District)

Karin informed the Board that she asked Bob to create a list of open projects that could be given over to the Trustee in charge of Operations. A discussion again ensued concerning the Renovation project and who should be in charge. Karin stated she would retain that responsibility until such a time as the new District Manager could take over. In response to concerns Karin stated other Trustees were welcome to attend the meeting but could not ask questions.

3. Employee Health Insurance

Karin gave an explanation on the insurance options for the employees and the impact of inflation causing an 11% increase in cost. She reviewed the new Option plan 20251 at a premium of \$63553, given by Florida Blue and the changes reflecting higher co-pay and no deductible and what we currently have, plan 14256, at a premium of \$67,478.00 with the option to buy up to platinum. She also checked into Florida League of Cities and found that they were way too high to consider. She also advised the Trustees of changes with compliance law. The waiting period of 90 days means that by day 91, the employee is to be covered. Also noted, was the required hours needed to receive health insurance has been changed from 32 hrs. to 25hrs., therefore we have employees who now are eligible

Motion was made to retain our current health insurance plan through Florida Blue by Don LaMaster, 2nd by Bob Bachman, motion carried.

Motion to change the waiting period for health insurance to 60 days by Sharon O'Reilly, 2nd by Donna Mills, motion carried.

Florida Blue will be contacted with changes including correcting the decision maker from Cindy to Candice on contact information.

4. Chairperson

Don LaMaster asked Karin Anderson to step down as Chairperson. He does not want to be concerned with losing another Manager in the future. States she is a large portion of why we lost Mr. Duncan and the employees are on the verge of seeking new employment as well. Bob Bachman feels the situation is hostile and with a new manager, agrees that we should move in a different direction. Sharon O'Reilly doesn't feel this will affect Bob's decision to leave, she asked him in a previous meeting and feels that Karin was holding him accountable to tasks. Deborah Perla agrees with Don LaMaster on Karin stepping down so things can move forward more positively. Donna Mills also concurs that this would be a good time with a new manager coming in to have a new chairperson. John Rabideau agrees with the consensus and advised he is willing to fill the position if asked. Resident Cheryl Morris asked why the 1st Vice and 2nd Vice were not taking the position. Understanding is Ken Judd is not interested and is away from the park for an extended time. Bob Bachman is not interested in the position for personal reasons. Sharon O'Reilly feels that Trustees should not be making this decision on stories they have heard and is strongly opposed. Bob Bachman advised her that he did investigate the stories and they are factual to his discernment. Resident Cheryl Morris than stated that she felt employees would just follow Bob anyways. There was

disagreement with her statement. Discussion occurred on the legal fees being over budget, Karin stated there has been a lot of things that needed to be reviewed and updated and brought into compliance. Karin expressed tasks she felt Bob was not properly handling and that things were happening in the office that should be of concern. There was some rebuttal to her statement. Sharon O'Reilly voiced an opinion that Don LaMaster was the reason we had to pay additional costs and not get the tax exemption on materials. Don advised that the request for him to separately purchase the materials was out of line and above required duties as it would change prices, cause possible delays and additional paperwork that would be a greater difficulty than leaving the task with the construction company. Deb Perla agreed that their positions are all voluntary as Trustees and the request was out there. Sharon retracted her statement as to not fully understanding the task requested. Resident Pauline Hyson felt that it would be a disaster at this time, felt no one else was capable to handle the situation, there was disagreement from the Board on her opinion. Karin Anderson stated that she would step down as Chairperson but, remain as Trustee. She will not be over Rules & Regulations or any task that involved working with the office staff. She hopes the tasks that need to be completed will occur and reminded everyone that the personnel files need to be secured. Karin Anderson gave the gavel to Bob Bachman, 2nd Vice Chair and left the meeting.

Bob Bachman asked for a nomination for Chairperson. **Motion to nominate John Rabideau as Chairperson by Don LaMaster, 2nd by Bob Bachman.**

A request for roll call vote.	Bob Bachman	yea
	Don LaMaster	yea
	Sharon O'Reilly	nay
	Deborah Perla	yea
	John Rabideau	yea
	Donna Mills	yea

Motion carried. Gavel was presented to John Rabideau.
John Rabideau asked for a motion to adjourn.

VII. Trustee Comments
None

VIII. Residents Comments
None

IX. Adjournment
Motion to adjourn the meeting by Bob Bachman, 2nd by Don LaMaster.
Motion carried.

Meeting adjourned at 10:07 am.

Respectfully Submitted,



Lisa Hoover
Admin, Holiday Park

Attested to,



Sharon O'Reilly
Secretary, Board of Trustees