

**Holiday Park, Park & Recreation District**  
**Workshop Meeting Minutes**  
**April 27, 2021**

**I. Call to Order** by Chairman Dick Gortz @ 9:55 AM.

**II. Roll Call**

Taken By: Barbara Vitolo

Present: Chairperson Dick Gortz, 1<sup>st</sup> Vice Karin Anderson, 2<sup>nd</sup> Vice Ken Judd, Treasurer Don LaMaster, Secretary Cheryl Morris, Trustee Sharon O'Reilly, Trustee Jim Oliver, Trustee Deborah Perla, and Sgt at Arms, George Clinch.  
Excused: Trustee Bob Bachman

**III. New Business**

Chairperson Dick Gortz stated that if there was no objection, the Fine System Procedures would be discussed first.

**1. Fine Systems Procedures**

Cheryl Morris explained that there are 2 fine procedure proposals. The first of which is when the fine committee determines that a resident is not in compliance the fine committee would levy a fine and the Board of Trustees would either affirm or deny the fine. The second proposal is the Board of Trustees would levy the fine and the fine committee would either affirm or deny the fine.

Attorney Regina Kardash stated what was put in place by the Florida Legislature and signed into law by the Governor allows a notice of violation to be brought forth to the Board of Trustees. The Trustees would levy a fine and the fine committee would determine if the fine is valid and just.

Ms. Kardash recommended that the procedure address how to assign a committee and determine if alternate committee members will be needed.

Jim Oliver questioned if the fine levied by the Board of Trustees is determined invalid by the fine committee what would happen next.

Ms. Kardash stated that the fine cannot be levied and the only option would be to take the issue to court.

Cheryl Morris asked what would happen if the Board cannot assign fine committee members.

Ms. Kardash stated that no fines could be levied without a fine committee.

Sharon O'Reilly asked if there can be negotiation about the fine amount.

Ms. Kardash stated "no" the fine amount must be levied according to the resolution and the residents must have an opportunity to be heard regarding the fine.

Dick Gortz asked if the Trustees can enforce rules.

Ms. Kardash recommended that trustees should not be acting as a policing body. The role of the trustees is as the legislative arm and the fining committee as the judicial arm.

Dick Gortz stated that the District Manager would be the policing arm.

Ken Judd asked if it was ok for trustees to approach residents to inform them

of the rules.

Ms. Kardash replied that informing or educating is different from policing or acting as the enforcing arm.

Cheryl Morris asked for clarification of House Bill 1855, section 15, item g. Ms. Kardash explained that the trustees as a group, not as individuals, can levy fines. This section also gives the trustees the ability to adopt rules and regulations.

Jim Oliver asked once a resident is banned from using park facilities, how is that enforced.

Ms. Kardash stated that the resident would be asked to leave, and if they do not comply, it would be a police issue.

**This item will be tabled for further review in the fall.**

A 15-minute break was taken at this time. Sharon O'Reilly had to leave the meeting. The meeting was called back to order at 10:37 AM.

## **2. Budget.**

Cheryl Morris asked why the interest income is so low.

Bob Duncan stated that interest rates are much lower.

Cheryl Morris stated she is concerned about the amount of money going into the reserves. She stated it should be much higher.

Ken Judd agreed that the money in reserves should be much higher. Mr. Judd also stated that the trustees should plan further ahead.

Cheryl Morris questioned the loan repayment on the budget when there is not a loan granted yet.

Don LaMaster stated that all other projects need to be tabled until the main hall renovation is completed.

Karin Anderson stated the \$2 million line of credit is needed to make sure all the necessary repairs to the main hall are done. The main hall needs to be safe and usable for all residents. Ms. Anderson stated that all other projects would have to come before the board and be approved.

Deb Perla stated that the main hall needs to be the priority. She believes that the \$2 million line of credit (LOC) needs to be available if needed for the renovation.

Jim Oliver stated that he was previously on the fence concerning the \$2 million LOC until today's discussion. If there is a vote to determine when and what the LOC is used for, he is in favor of having it. Jim Oliver also states the main hall renovation should start at the roof.

Cheryl Morris stated she agrees with Mr. Oliver, the renovation should include the roof. Ms. Morris does not agree with the \$2 million LOC. She would like to see short-term and long-term goals and objectives brought to the Trustees for a vote.

Dick Gortz stated that projects will be discussed at meetings and then it will be determined how the park will pay for such projects. Mr. Gortz also stated that the main hall renovation is the first project.

Ken Judd stated it is almost May, therefore, he does not see the main hall being completed for fall use.

**The budget will be moved to the agenda of the next trustee meeting.**

Resident Bill Mitchell stated that he is unsure how the budget can be approved without concrete renovation numbers. Mr. Mitchell would like to see the Board require all bids be uniform and a Request for Proposal (RFP) from each contractor. Mr. Mitchell would also like all bids opened at a public meeting. Resident Lori Crosby asked if the Phase II Laundry/Library is still going to be completed.

Bob Duncan responded that the Laundry/Library project will be done this summer.

Resident John Sermersheim stated that the main hall needs to be done as soon as possible. Can an emergency meeting be called for this issue?

Dick Gortz stated that an architect may be required soon.

Resident Deb Good asked for a timeline on repairs.

Bob Duncan responded that once contracts are signed and permits issued, the renovation could take 90 – 120 days excluding any roof replacement work. This is without unexpected delays. Resident Lois Langtry stated the repairs need to start with the roof and work down.

### **3. Health Insurance**

Dick Gortz stated currently there are no quotes available for the upcoming year.

Ken Judd asked if the park could offer a gold plan instead with a Health Savings Account.

Cheryl Morris asked to get different bids when the quotes arrive. She also asked for the difference in the Gold and Platinum accounts.

Dick Gortz stated if the increase exceeds the 8% allowed in the budget, bids will be requested.

**The Health Insurance will be moved to the agenda of the next trustee meeting.**

### **4. Cheryl Morris as Check Signor**

Dick Gortz reported that due to the resignation of Karin Anderson the park will need an additional check signor.

**This will be moved to the agenda of the next trustee meeting.**

### **5. ACC By-laws.**

Cheryl Morris explained the proposed changes to the ACC By-laws. The biggest changes were the addition of 2 new articles. The first allows for certain improvements to be approved in the office and the second allows for the ACC Chairperson to veto approval of applications that may not meet current Rules and Regulations.

Don LaMaster asked if approving items that do not meet rules and regulations is an issue.

Dick Gortz stated that this keeps the ACC from approving against rules.

Karin Anderson stated that she approved of the changes to the ACC By-laws.

ACC Member Hal Strang reported that Ms. Morris has not been on the ACC very long and wants to change everything. He is unsure that giving the power to override the committee to the Chairperson is appropriate. Mr. Strang stated the members should be removed if they are approving applications that do not meet rules and regulations.

Karin Anderson stated that once an application is approved it cannot be

changed even if it does not meet rules and regulations.

Resident Bill Mitchell stated that when he was on the committee the final act of approval was for the Chairperson to sign the application. If the chairperson refuses to sign the application would not be approved.

**The ACC By-laws are moved to the agenda of the next Trustee Meeting.**

**6. ACC Revision**

Cheryl Morris reviewed the proposed changes to the ACC Rules and Regulations. Ms. Morris thanked Resident Roger Anderson for his hard work on this project. Ms. Morris also reported that the committee is working on a handbook for the residents which addresses regulation requirements by project.

Ken Judd is worried about the availability of city permits.

Dick Gortz reported that the Park Attorney is scheduled to meet with the city concerning city permits.

Don LaMaster is concerned about finding pins versus getting a survey.

Resident Roger Anderson reported that the intent was to give the committee options when a survey may or may not be needed.

**The ACC Revision is moved to the agenda of the next Trustee Meeting.**

**7. Fence Bids.**

Bob Duncan reported the bids for fencing were requested for the purpose of getting a line of credit from the bank. All American Fencing proposed black aluminum fence for a price of \$311,049, this fencing has a similar look to the gates. All American Fencing proposed black chain-link for \$142,699.

Karin Anderson asked if it would be possible to get pricing to do the pools when the fencing is done.

Resident John Sermersheim asked if repairing the current fence was an option.

Resident Debbie Hall reported that she prefers chain-link as she lives near the fence and gate.

**The fence bids are tabled for now.**

**8. Asphalt Bids**

Bob Duncan reported bids for paving from Atlantic Southern Paving for \$169,070 and from Advanced Asphalt for \$218,757.50.

Karin Anderson requests that the compounds are paved at the same time.

**The Asphalt Bids are tabled.**

**9. Pool Heater Bids**

Bob Duncan reported that the Phase I Pool needs new heaters. The current heaters are old and can no longer keep up. Mr. Duncan received a bid from Alex's Pool Heating in the amount of \$13,400.00 and from Symbiont Service Corp in the amount of \$25,818.00.

**The Pool Heater bids are moved to the agenda of the next Trustee Meeting.**

**10. Pool Electrical Panel**

Bob Duncan reported that the Phase II electrical panel is not sufficient to run all the equipment. The 100-amp breaker needs to be replaced with a 125-amp breaker. Seargent's Electric bid to replace the panel is \$4381.00 and Smith's Electric bid to replace is \$4962.00.

Karin Anderson questioned if the Phase II pool could have lights added once the new electrical panel is updated. This would allow one pool to be open later at night.

**The Pool Electric Panel Bids are moved to the agenda of the next Trustee Meeting.**

#### **11. Approval of Summer Projects.**

Bob Duncan reported the following projects would be accomplished this summer:

- Phase II Laundry/Library
- Tree Trimming
- Street signs
- Stripping parking lots and painting of curbs
- Clear out 3-stall garage

Cheryl Morris asked what exactly is going to be done and are there cost estimates.

Deb Perla asked if there was space in the 3-stall garage to house the new truck when not in use.

Resident John Sermersheim would like to see the smoking area by the pool moved away from any park activities.

Jim Oliver responded to Mr. Sermersheim that smokers also have rights, and the park would have to find a solution.

Ken Judd would like an assessment of the back room off the main hall for mold issues.

Resident George Clinch stated he was disappointed that no minutes of the last trustee meeting were online.

#### **12. HOA/Portable Water Tank**

Dick Gortz stated that this is within the Park Manager's limits and it would be handled by Bob Duncan.

### **IV. Supplemental Items**

Cheryl Morris asked what is going to be done about the fine system procedure.

Dick Gortz responded that it is tabled until September

Cheryl Morris asked the Park Manager for short-term and long-term plans.

HOA President John Rabideau reported that the "Goodbye Covid" party will be held as planned on Saturday, May 1, 2021.

### **V. Trustee Comments**

Deb Perla asked are we on schedule for the May 1<sup>st</sup> opening of all facilities.

Dick Gortz responded that the main hall could not be opened if the water was still an issue.

Bob Duncan reported that the leak is under the floor in his office and a new line will be run on Friday.

Karin Anderson thanked everyone who helped getting the Covid Shots distributed to the park residents.

**VI. Residents Comments**

Resident Sandy Hopkins stated that the minutes were not online and the communication concerning the budget meeting was minimal.

Resident Lori Crosby asked if there were any plans for the Phase II shuffleboard courts.

Dick Gortz stated at this time there are no plans for that area.

**VII. Adjournment**

Meeting adjourned at 12:30 pm.

Next Trustee Meeting May 6, 2021 at 7 pm.

Respectfully Submitted,



Barbara A Vitolo  
Bookkeeper, Holiday Park

Approved by,



Cheryl Languirand Morris  
Secretary, Board of Trustees