

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

Main Recreation Hall  
 March 14, 2019 @ 7:11 PM

**I. Call to Order**

The meeting was called to order by Chairperson Richard Gortz at 7:11 PM.

**II. Invocation and Pledge of Allegiance** By: Dorlis McKinney

**III. Roll Call**

Taken by: Dorlis McKinney

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

**IV. Approval of Previous Meeting Minutes**

Motion to approve the minutes from the previous meeting of February 14, 2019 by Ken Judd, 2<sup>nd</sup> by Don LaMaster. All in favor, motion carried.

**V. Manager's Report**

Manager, Tess Schofield, gave the Manager's report. See the attached documents for the actual report.

**VI. Treasurer's Report**

Report given by Treasurer, Don LaMaster.

February Assessments Received: \$70,640.71

February Income: \$74,806.17

February Expenses: \$71,543.21

Restricted Funds: \$1,060,336.98

Restricted Interest: \$ 17,884.51

Unrestricted Funds: \$ 216,615.57

Total Funds Available: \$1,294,837.06

**VII. Chairperson's Report**

Chairperson, Dick Gortz, updated the audience as to Bernie's condition and work rules/regulations with a six-week extension for recovering.

**VIII. Trustee Committee Reports**

**Personnel – Dick Gortz:**

Explained the procedure for trustee committee reports.

**Compounds – Ken Judd:**

Explained that there is one unregistered motor home in the compounds and to contact him if you have any information on it.

**Lawns & Grounds – Betty Hart:**

No complaints and the swales are being worked on.

**Rules and Regulations – Karin Anderson:**

No comment.

**Architectural – Bob Bachman:**

Stated that projects are attempting to be completed.

**Maintenance – Don LaMaster:**

Explained that we are understaffed and to please be patient.

**HOA Liaison – Dorlis McKinney:**

Announced that the next HOA meeting will be held on March 19<sup>th</sup> at 7 pm.

**Operations – Mike Nasalski:**

No comment.

**Security – Cheryl Morris:**

No comment.

**X. Old Business**

None

**XI. New Business****1. ADA website**

**Motion to approve utilizing Streamline for the ADA website by Ken Judd, 2<sup>nd</sup> by Bob Bachman. All in favor, motion carried.**

Discussion: General discussion followed about updates, turn-around time, etc.

**2. Variance – 5296 Palena Blvd.**

**Motion to approve the variance at 5296 Palena Blvd. by Don LaMaster, 2<sup>nd</sup> by Ken Judd. All in favor, motion carried.**

Discussion: A request was made to explain the variance, Bob Bachman, ACC Chairperson, explained the need for the variance and that board approval is required for variances.

**3. Pool diapers**

**Motion to approve revision of pool diaper rule (#4) to allow use of appropriate swim diapers by Karin Anderson, 2<sup>nd</sup> by Dorlis McKinney. All in favor, motion carried.**

Discussion: A few residents came forward to state their agreement with the new rule.

**XII. Supplemental Items****1. Holiday Park General Rules & Regulations**

1<sup>st</sup> Vice Chair, Karin Anderson, explained that Florida statute 316.212 subsection 7, states that children must be 14 to drive a golf cart. This item will be added to the next workshop agenda.

**XIII. Trustee Comments**

**Mike Nasalski:** Stated that it was good to be on the board.

**Dorlis McKinney:** Encouraged all to be safe while traveling.

**Bob Bachman:** Thanked the residents for coming.

**Ken Judd:** Stated that he would like to see a line item added to the budget for the pavilion.

**Dick Gortz:** Stated that he is not opposed to a pavilion.

**Betty Hart:** Explained that the Computer Club photo contest photos are on display in the main hall and will be judged in about a week.

**Cheryl Morris:** Thanked the voters for her election.

**Karin Anderson:** Explained that workshops are where we discuss business prior to the regular monthly meeting.

**Dick Gortz:** Stated that there would be Sunshine Law training in November. It's about an hour of training, by our attorney, about FL law. He also announced some upcoming items of interest that will be discussed. The budget will be discussed in April, a workshop and public meeting will be held. The park managers contract and the employee health insurance will also be discussed in upcoming meetings.

**Tess Schofield:** Thanked Dorlis for being secretary.

#### **XIV. Resident Comments**

**Yvonne Warner:** Explained that bullying in the pool is a problem. She stated that noodles for children aren't permitted and she wondered why children can't use them.

**Karin Anderson:** Explained the reasoning behind the rule and that she has safety concerns such as children fighting with them, etc.

**Dick Gortz:** Voiced his concern in regard to the pool behavior and explained our pools are for the residents.

**Ken Judd:** Stated that he feels residents should bring their own noodle and take it home.

**Betty Hart:** Told residents how nice our new bookkeeper, Claire Sullivan, is so stop by and meet her.

**Tess Schofield:** Asked the new trustees to come to the office to sign their Oath of Office.

#### **XV. Adjournment**

Meeting adjourned at 7:55 PM.

Respectively Submitted,

  
Dorlis McKinney  
Secretary

## MANAGER'S REPORT MARCH 2019

Good evening, first I would like to welcome Mike Nasalski and Cheryl Morris as new Trustees to the board with a special congratulations to Cheryl for a battle well fought winning seat #8 with 117 votes to Brett Mounsey's 108 votes. And Brett, I would like to encourage you to run for a future election seat. I am happy to know that Betty Hart and Don LaMaster have retained their seats. It is good to see that people are willing to volunteer their time and effort as holding these positions are not always an easy thing to do.

### Guard House:

This season we have been working on the guard house with many recent updates. During this month new blinds were purchased and installed along with a new sliding screen door enabling the guards to keep the door open for fresh evening air rather than running the air conditioner. This also saves on the budget.

### Horseshoe Pits:

Regarding the horseshoe pits, new clay was purchased and spread for the Olympics. Just after the Olympics, someone cut several holes in each mat that covers the clay. It is unfortunate that someone would behave in this manner and take such action.

### Maintenance Team:

Unfortunately, Bernie is still out. After a Doctor's appointment on March 6th, he notified me that he will not be cleared for duty for at least another 4-6 weeks. Bernie also wanted to thank those of you that have sent cards and letters.

Maintenance removed two trees. There was a large dead tree near the bocce courts and one tree that was leaning over the sidewalk behind the kitchen by the propane tank. They also handled all normal items to include replacing lights, picnic area outlets, boat washing station valve and hose, new bathroom faucets and replaced air station compressor etc..

I would like to thank those of you that have been very patient with items that have been forgotten like pulling the stage out for Zumba or putting up the ping pong tables. Maintenance, at this time is doing the very best that can be done.

### Office:

Jessica and I have been swamped in the office. I am happy to announce that we now have a new bookkeeper, her name is Claire Sullivan. She has been in the accounting industry for over 20 years and is very qualified for this position. Claire has been great with the residents and has taken immediate ownership from day one. Stop by the office and say hello to Claire.

Workshop Information:

At the workshop I was asked for information regarding a shed permit that was not approved but the owners continued with their plans, installed the shed and it was installed 3 feet from the home when the rule is 6 inches - without a permit. I stated that a letter was sent for the violation demanding corrective action or removal. Last week, I spoke with an owner and she said that they will be installing new siding on their home, of which they have an approved permit, and directly afterwards they will be moving the shed to within 6 inches of the home. A certified letter was sent documenting our conversation and giving them until May 15<sup>th</sup>, 2019 to have the work completed.

Phase II Remodeling Project Budget:

Roofing Material - \$2,280

Finishing Supplies - \$3,390

Decorative Stone - \$4,500

Stucco Contractor - \$4,615

Dumpster Fee - \$1,850

Unforeseen Electric Work - \$1,000

Landscaping - \$600

Temporary Labor (one month) - \$3,000      Totaling \$21,035

10% Variance \$ 2,103

Total w/ 10% \$23,138

Tess Schofield

Holiday Park District Manager