

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

Main Recreation Hall
 February 14, 2019 @ 7:00 PM

I. Call to Order

The meeting was called to order by Chairperson Richard Gortz at 7:00 PM.

II. Invocation and Pledge of Allegiance By: Dorlis McKinney

III. Roll Call

Taken by: Dorlis McKinney

Present: Chairperson Richard Gortz, 1st Vice Karin Anderson, Treasurer Don LaMaster, Secretary Dorlis McKinney, Trustees Bob Bachman, Ken Judd, Betty Hart, Bill Mitchell, 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 January 10, 2019 by Bob Bachman, 2nd by Don LaMaster. All in favor, motion carried.

V. Manager's Report

Manager, Tess Schofield, read her Manager's report to the audience. The following is a summary:

- Employee, Bernie Mullen, suffered a broken leg while doing a remodeling project at home.
- Joe is doing a great job keeping up and weekend maintenance man, Rich Hatch, has been very helpful and willing to fill in during Bernie's absence.
- Feb. 11th was Opening Ceremony for the Annual Holiday Park Olympics, our very own Dorlis McKinney, ran the boulevard to light the torch to officially begin the games.
- The Health Fair was successful, many of the vendors love coming back every year.
- Guard House:
 - Every Monday up to April 15th there will be a guard at the front gate to direct and guide those coming to take advantage of the AARP tax service
- Propane Tanks:
 - Final tank needed for park installed last week, this supplied the pool shower in Phase I
 - AmeriGas has capped and flushed the lines
 - Sub-contractors for AmeriGas will be on-site removing the riser at each connection site, this includes Holiday Park property as well as homeowner property. Please do not be alarmed if you see someone on your property.
 - Riser removal process should take 1-2 weeks
- Shuffleboard courts:
 - Signs for Head and Foot Ends of the court installed
 - Last windscreen was hung
- Horseshoe pits:
 - Edged and replenished with new clay
- Bocce courts:
 - Shelters were pressure washed and cleaned

- Tennis Courts:
 - Court #3 was pressure washed and cleaned
- Recycling program:
 - The roll-off has been removed from the premises
- ADA website:
 - Received three proposals for rebuild of our website to ensure compliance with ADA regulations, proposals to be discussed at the next workshop
- Swales:
 - PrimeScapes finished cleaning the swales
 - Maintenance team cleaned out the culvert at Sumter and Chancellor to ensure no issues with storm drainage
- Other Maintenance items:
 - Trimmed trees on Hikina
 - Raked and removed pine needles near the gazebo
 - Prepared many areas of Holiday Park for the Olympics
- Office
 - Jessica and I have been very busy since the resignation of Cindi Calderone on February 3rd
 - Bookkeeping position posted Friday, February 8th, by Monday morning we had 85 applications
 - Narrowed down to 8 applicants
 - Interviewing begins this coming Tuesday
 - Simple Bookkeeping Solutions has been helping in the office as needed

VI. Treasurer's Report

Report given by Treasurer, Don LaMaster.

January Assessments Received: \$67,913.85

January Income: \$71,010.56

January Expenses: \$69,873.19

Restricted Funds: \$685,751.91

Restricted Interest: \$ 624.80

Unrestricted Funds: \$583,227.04

Total Funds Available: \$1,269,603.75

VII. Chairperson's Report

Chairperson, Dick Gortz, encouraged the audience to vote in the March 12th Election.

VIII. Trustee Committee Reports

Architectural – Bob Bachman:

Discussed ACC permits, he read the process to the audience. He explained that meetings are open to all residents and that some permits require North Port City permits as well, please be aware of the city requirements. The ACC committee is here to help as well as assist you as needed.

Maintenance – Don LaMaster:

No comment

Rules and Regulations – Karin Anderson:

No comment

Compounds – Ken Judd:

Explained the procedure for parking large/small trailers in the compound to create more space.

Lawns & Grounds – Betty Hart:

Stated that the swales are working now as they have been cleaned.

Security – Bill Mitchell:

Stated that all is going well. Asked us to consider the guards working through the day. Chairperson, Dick Gortz, stated that the former cost was \$90,000.00/year.

Personnel – Dick Gortz:

Stated that we will look to fill the position vacated by Cindi Calderone.

HOA Liaison – Dorlis McKinney:

No comment.

IX. Resident Comments

None

X. Old Business

None

XI. New Business

1. Phase II Club House renovations

Motion to approve the process of securing the paperwork and workers to do the job by Ken Judd, 2nd by Don LaMaster. All in favor, motion carried.

Discussion: Hopeful to start this summer, monies need to be set aside, and the proper professionals contacted to complete the work. \$37,000.00 available.

2. Police – Off-duty traffic control

Motion to approve hiring of off-duty officer for 3 hour shifts at \$50.00 per hour, for a period of three months with a limit of \$500.00 by Bill Mitchell, 2nd by Karin Anderson. All in favor, motion carried.

Discussion: Standard moving violations will be cited.

3. ACC – proposal for addition of William Birch as Alternate

Motion to approve addition of William Birch as Alternate on ACC committee by Bob Bachman, 2nd by Bill Mitchell. All in favor, motion carried.

XII. Supplemental Items

1. Purchase application for 6687 Hauli Ct. which includes a Caregiver application

Motion to approve the Purchase and Caregiver application with the contingency that “upon the demise or relocation of the occupant in need of care, the caregiver(s), if still less than 55 years of age at the time, shall be required to vacate the premises within thirty (30) days,” for 6687 Hauli Ct., Caregivers Jennifer & Maurice Richard, by Ken Judd, 2nd by Don LaMaster. All in favor, motion carried.

Discussion: Two persons applying for caregiver as well as a pet in a non-pet section. It was noted that there are several examples of this in the park.

XIII. Trustee Comments

Bill Mitchell: Stated that when training the bookkeeper, he favors cross training between the two office staffers.

Betty Hart: Stated that the defensive driving class was very successful. She then read some of the laws pertaining to our residents, for our safety.

Dick Gortz: Recognized this as Bill Mitchell's last Regular meeting as a Trustee.

Bill Mitchell: Talked about some of the duties and concerns of the board. He stated that time is required, and the reward is great!

Karin Anderson: Reminder, double yellow lines means no passing. Be careful and do not pass.

Don LaMaster: Discussed the procedure for the taxes, "First come, first served," is the order of the day.

Dick Gortz: Explained that there was concerns regarding the small propane tanks being installed, as they are believed to be hazardous during a storm. They would require tethering but enforcing this rule could be a problem. He then read a response from our lawyer regarding the tanks. Dick suggested that residents bring them inside when leaving for the summer. Upcoming items to discuss will be employee health insurance and the budget which Tess is working on.

XIV. Resident Comments

Jay Plissey: Stated that national gas code supersedes the state. He feels that they should not be placed in the home.

Tony Tarkowski: Explained that he had a question about the budget increases. He asked Dick Gortz for the information and failed to get a response. He asked to discuss while all the residents are here.

Dick Gortz: Stated that he failed to receive Tony's request. Dick went on to explain that our budget meetings are all open, a presentation is given while all the residents are here. Maintenance salaries were updated due to turn-overs. Our salaries were lower than other communities similar to ours. We need to be competitive with our salaries. We have no control over the charges of the health care expenses and/or the charges levied by the companies. We are trying to be competitive to attract good employees. Holiday Park pays 40% of the dependents coverage while the employee pays 60%.

Karin Anderson: Our maintenance staff saves us a lot of money. We are getting skilled, talented workers that do in house work.

Bill Mitchell: Stated that we might look at the residents help with creating the budget. Look at it early to see if it needs adjusting. We usually stay within our budget.

Jackie Mitchell: Stated that the staff is very compassionate. Was concerned about Bernie.

Tess Schofield and Dick Gortz: Stated that Aflac was helping.

Lois Langtry: Supports the pavilion being built, she favors phase II with electric and will donate \$1,000.00.

Dick Gortz: Explained that this item is on our capital improvement list and budget. Estimates are around \$200,000.00.

Lois Langtry: Stated that it may not look good but possibly build in stages.

Bob Bachman: Tess has a list of the estimates, could do in steps in phase I.

Cheryl Morris: Asked if our fiscal year dates are changeable.

Dick Gortz: No, our year begins in October.

XV. Adjournment

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

Meeting adjourned at 8:08 PM.

Respectively Submitted,


Dorlis McKinney

Secretary