

**Holiday Park, Park & Recreation District  
Special Meeting Minutes  
June 21, 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, Treasurer Don LaMaster, Trustee Jim Oliver, Trustee Deborah Perla, Trustee Donna Mills, District Mgr. Bob Duncan, and Sergeant-at-arms Bob Burleigh  
Absent: 1<sup>st</sup> Vice Chair Ken Judd, 2<sup>nd</sup> Vice Chair Bob Bachman, Secretary Sharon O'Reilly, and Trustee John Rabideau,

**IV. New Business**

**1. Renovations**

The Trustees reviewed and discussed the Contract submitted by Wessel Construction.

Ref 5.1.6, discussion on understanding builder's risk insurance.

Ref 7.4 Owner's right to perform construction and to award separate contracts- Discussion on if this can be used to complete the additional plumbing?

Ref 8.6 Taxes, a reminder that sales tax will be removed from the total.

Ref 8.10 Cutting and Patching - Jim Oliver wants to know if we do the plumbing, are we required to have the Contractor do the finishing?

Ref 11 – Board discussion included the fact that the contractor did not require a deposit on the front end Some can require up to 50%. This means we don't draw out money before areas of the work are completed. We don't pay interest on the advance down payment. The trustees decided, based on that and the fact we need the contract completed ASAP, we would not request a penalty or a bonus.

Ref 13 Protection of Persons and Property – Jim Oliver wanted to point this out to residents that NO ONE is to be in or around the building during construction.

Discussion on Exhibit D 2. Should not be an issue as District has no intention of failing to pay Contractor.

Open discussion on use of contingency if leftover and ability to use to complete the additional back room storage.

Karin advised that permits were submitted and that upon approval, work can begin within 10 days once everything is ready to go.

**V. Supplemental Items**

**1. Plumbing**

Bob Duncan is having Galaxy come out to give an estimate to re-line the pipes

and will also work on the correction on the elevation of the drains in the laundry room so we don't have the overflow issues occurring.

2. Plants/Trees

Bob Duncan has received a bid on our request to plant flowering trees and shrubs throughout the District grounds and cul-de-sacs. **A motion was made by Deb Perla to approve the landscaping by Green Topps, not to exceed \$9000.00, 2<sup>nd</sup> by Donna Mills. Motion carried**

3. Caregiver application

Karin Anderson advised the Board that we can do background checks on caregivers and can reject the applicant based on the findings. We cannot pass on the cost of this procedure as the House Bill sets a limit that park can charge. Karin feels that the cost of this will be well worth the expense. She will bring the revised caregiver application to the Board at the next regular workshop in September.

**VI. Trustee Comments**

Karin Anderson wanted to thank Linda Gibson, Nancy Rivers and Donna Mills for all their hard work in helping to clear out and pack up the kitchen for storage during the renovation. A thank you to Bob and staff as they prep the building and clear out all the furniture, wall hangings, etc. Also, a thank you to Marianne Underdown on Room 6, her and staff took care of packing that up and storing in the Ceramics Room.

**VII. Residents Comments**

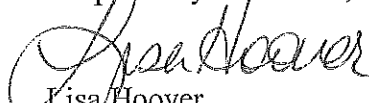
Dick Underdown – had a question on the sub-flooring in the Main Hall and was advised by Don LaMaster that it will not be a concern, they plan to lay concrete.

**VIII. Adjournment**


**Motion to adjourn the meeting by Jim Oliver, 2<sup>nd</sup> by Don LaMaster. Motion carried.**

Meeting adjourned at 9:43am.

Respectfully Submitted,

  
Lisa Hoover  
Admin. Assist

Attested to,

  
Deborah Perla  
Asst. Secretary, Board of Trustees