

**Holiday Park Park & Recreation District**  
**Emergency Meeting Minutes**  
**October 3<sup>rd</sup>, 2022**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

Taken by Sharon O'Reilly

Present: Chairperson John Rabideau, 2<sup>nd</sup> Vice Chair Bob Bachman, Treasurer Don LaMaster, Secretary Sharon O'Reilly, Asst. Secretary Deb Perla, Trustee Jim Oliver, Trustee Karin Anderson, Trustee Donna Mills, Dist. Mgr. Brett Burmann, and Sergeant at Arms, Robert Burleigh.

Absent: 1<sup>st</sup> Vice Chair Ken Judd.

**IV. New Business**

John Rabideau called an emergency meeting as advised by our attorney to authorize expenditures for emergency clean up and security. This is the only issue we will be discussion today. **Motion to discuss finances / expenditures and procedures for clean up by Don LaMaster, 2<sup>nd</sup> by Donna Mills, motion carried.**

Don LaMaster informed everyone that no bond money will be used. We have 1 million in restricted funds, \$300k in long range, 2 Credit Cards with 15k limits. Candace will be keeping track of expenditures.

Brett Burmann stated we have 30 days to clean up from FEMA to cover expenses. He will also contact our insurance company. He has a large team to get this accomplished in 30 days. He will not discuss unit removal today, but that will be the next step after clean up. He will get information on tarping for residents and estimates cost of \$500-\$700. Residents who need tarps should let the office know.

Jim Oliver stated we need a place for spoiled food disposal and Brett will look into getting a dumpster for spoiled food.

Bob Bachman was concerned about scammers riding around the park overcharging for tarping.

Brett Burmann asked if he could be the main contract person with our contractor, John Odom Construction. The contractor will have a bright orange sheet of paper in his dashboard. There is a fence contractor coming today. Karin Anderson wanted to make sure there are cement anchors. Bill Mitchell asked about the type of fence. Brett responded that it will be a black coated cyclone fence.

Sharon O'Reilly asked Brett how he will be communicating to residents going forward and he will be using the Facebook chatter page only.

Brett is working on getting a generator and Wi-Fi hotspot for the office staff. Don LaMaster informed he can only communicate by text message.

Jim Oliver was concerned about how the Trustees would be involved with the contractor especially when Brett was not available. John Rabideau responded that we could designate one Trustee to communicate with the Contractor in Brett's absence.

All Trustees agreed that clean up and security were the priority, and we are only approving expenditures for these items. Bill Mitchell advised that we get a written agreement with every contractor and carefully track every cost to insure that FEMA will cover our costs. He advised that any cash payments be witnessed and signed by the person receiving the cash. He re-iterated that based on his experience FEMA will not pay unless we have good records.

Brett will look into getting a temporary security company.

Deb Perla suggested that all residents watch out for looters and that residents wear their name badges in a visible location when they are out and about in the park.

Bob Bachman stated that getting a generator for the office was a top priority so we could keep good records of expenditures. He was concerned about a bright red Jeep that ran around the orange cones and then ran through the back gate.

**Motion carried to approve emergency expenditures, procedures and security was carried.**

**Meeting adjourned at 9:26am.**

Respectfully submitted.

Sharon O'Reilly  
Secretary, Board of Trustees

- V. **Trustee Comments**
- VI. **Residents Comments**
- VII. **Adjournment**

DRAFT