

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

Main Recreation Hall
 February 8, 2018 @ 7:00 PM

I. Call to Order

The meeting was called to order by Chairperson Dick Gortz at 7:00 P.M.

II. Invocation and Pledge of Allegiance By: 2nd Vice Chairperson Brent Corey

Chairperson Gortz announced that 2nd Vice Chairperson Brent Corey would be taking meeting notes in Secretary Dorlis McKinney's absence.

III. Roll Call.

Taken by: Brent Corey

Present: Chairperson Dick Gortz, 1st Vice Karin Anderson, 2nd Vice Brent Corey, Treasurer Don LaMaster, Trustees Bill Mitchell, Ken Judd, Betty Hart, and Sgt-at-Arms Bob Bachman

Excused: Secretary Dorlis McKinney and Park Manager Wayne Schofield.

Chairman Gortz explained that Manager Schofield is attending a seminar for his Professional Manager certification.

IV. Approval of Previous Meeting Minutes

Motion: Move to approve January 11, 2018 Regular Meeting Minutes as written.

Motion by: Don LaMaster Seconded by: Karin Anderson Approved by: All

Motion: Move to approve January 25, 2018 Special Regular Meeting Minutes as written.

Motion by: Don LaMaster Seconded by: Karin Anderson Approved by: All

V. Report from Park Manager

Chairperson Gortz read the manager's report submitted by Manager Schofield. The following items were accomplished in January.

- Replaced 3 double mailbox posts
- Repaired sidewalk at Phase II gazebo. Tripping hazard.
- Repaired both fountains at Holiday Park Blvd. Under warranty.
- Repaired concrete at shuffle board courts.
- Patched asphalt in roads. Areas not done in road work.
- Replaced security lights Phase II and guard shack.
- Installed new baby swing.
- Trimmed several trees.
- Power wash pavers at Phase I gazebo.
- Replaced timers on Center Island.
- Sprayed for several ant piles.
- Installed sink in maintenance shop.
- Installed handicap rails in bathrooms.
- Repaired recumbent bike in fitness room.

VI. Treasurer Report

Report by treasurer, Don LaMaster:

Assessments for January 2018: \$ 73,583.38

Income, January: \$ 79,282.45

Expenses, January: \$ 68,906.36

Banking Totals, January 2018:

Restricted Funds: \$499,292.91

Restricted non restricted interest: \$ 3,416.63

Non-restricted Funds: \$569,427.96

Bank Totals: \$1,072,137.50

VII. Chairperson's Report

Chairman Gortz reported that on March 8th at 7:00 PM, before our Regular Trustee Meeting, a candidate forum will be held to allow the six candidates running for three Trustee seats to present themselves. This will be moderated by Manager Schofield and each candidate will be allowed up to three minutes each. The Regular Trustee Meeting will follow the candidate forum.

Trustee elections will be held on March 20th during our community elections; however, early elections will be open all week at the election office.

VIII. Trustee Committee Report

Personnel: Gortz: Nothing at this time.

Security: Nothing at this time.

Compounds: Judd: Nothing at this time.

Lawns & Grounds: Hart: The new lawn contractor started this week. If you have complaints, please fill out a form at the office instead of calling the office. Or, call Betty Hart. The lawn crew will be wearing colored shirts.

Rules and Regulations: Anderson: Drivers, please observe the 15MPH speed limit; bikers and walkers, please observe rules and walk or ride on the proper side of the road and be courteous to drivers.

Maintenance: LaMaster: Nothing at this time.

HOA Liaison: McKinney: Excused from tonight's meeting.

Architectural: Bill Mitchell: Nothing at this time.

Operations: Corey: Nothing at this time.

IX. Resident Comment

None at this time.

X. Old Business None**XI. New Business****1. Exterior Phase I Building Remodel.**

Motion: Move to authorize Manager Schofield to consult with architects for concept proposal prices for updating the exterior of our Phase I building.

Discussion: This is for getting ideas and prices for sketches or concept drawings.

Motion by: Brent Corey Seconded by: Karin Anderson Approved by: All

2. Employee Salary.

Motion: Move to approve Employee Salary increases effective Oct. 1, 2018, for employees not on probation, as proposed by Manager Schofield.

Discussion: Chairman Gortz explained that wage increases are necessary to remain competitive to attract and retain quality employees. We have also hired a skilled maintenance supervisor to supervise our maintenance operations.

The proposed salary increases are to be attached to these minutes.

Motion by: Don LaMaster Seconded by: Karin Anderson
Approved: 6 Yes, 1 No (Judd)

3. Employee Family Health Care.

Motion: Move to approve offering Employee Family Health Care under the Gold Plan with Holiday Park paying 40% of the premium for dependants, not to exceed \$600/month per employee; to become effective Oct. 1, 2018.

Discussion: A future workshop may discuss coverage of an employed spouse. Insurance rates are not presently firm; will discuss again when rates are firm. At a future workshop, we may also discuss employee contributions to maintain the Platinum plan instead of the Gold Plan.

Motion by: Brent Corey Seconded by: Karin Anderson Approved by: All

4. Pickleball Courts.

Motion: Move to approve soliciting quotes to replace the existing pickleball courts and to add a fourth court.

Discussion: \$30,000 available in reserve funds; estimated cost about \$36,000.

Motion by: Ken Judd Seconded by: Don LaMaster Approved by: All

5. New Employee 90 day Probation.

Motion: Move to approve hiring Jacob Sparks on a 90 day probation as a groundkeeper effective Jan. 1, 2018.

Discussion: Jacob has been doing a very good job.

Motion by: Ken Judd Seconded by: Don LaMaster Approved by: All

XII. Trustee Comments:

Gortz: Chairperson Gortz read a letter from our lawyer concerning emotional support animals. Rulings tend to favor the pet owners. A case is now in court concerning acceptance of an emotional support animal; let's see the outcome. Can't restrict unit purchasing based on pet ownership. Advice to Holiday Park is to continue our present practices.

Anderson: Please follow pool rules. If glass were to get into the pool, it would require draining and cleaning the pool. Please follow the rules.

Corey: Thanks to everyone for coming tonight. Please also attend our workshop meetings where we discuss more details of each agenda item. Continue to provide feedback to us so that we can better represent you.

LaMaster: Nothing further.

McKinney: Absent/Excused.

Judd: Rules in the pool area say "No Glass." Broken glass can cause severe injuries. Please follow the rule. He also asked if the ACC requires surveys. Bill Mitchell said no, if survey stakes can be located.

Mitchell: The ACC has recently rejected three shed additions, which would have been approved if property lines had been detailed on the permits. Bill has met with these residents and future approval is expected.

Hart: Please give the new lawn crew a chance to prove themselves.

XIII. Resident Comments:

1. Dave Mather:

Are pet owners required to be approved? Answer, yes. Are roaming pets allowed? Answer, no.

2. Bob Bachman:

The aerial maps shown on the Sarasota Assessor's website are not an accurate indication of property line locations.

3. Gary Tallman:

Drivers are speeding, 30-40 mph. UPS and FedEx also speed.

4. Barbara Schneider:
Barbara confirmed that many speed past her home, both cars and trucks.
5. Mary Ann Johnson:
Walkers and bikers are not abiding by the rules for cars. They must be considerate and watch for drivers.
6. Debra Good:
Suggested radar speed signs to alert drivers to their excessive speed. Comment: We have discussed and considered this in the past and don't believe it will stop speeding.
7. Norb Schneider:
Norb suggested speed bumps and signs to slow down speeders. Comment: This has been rejected in the past. Speed bumps are not desirable to residents and may hinder fire trucks and ambulances.

XIV. Adjournment:

Motion to adjourn the meeting by Don LaMaster, 2nd by Bill Mitchell.

Meeting adjourned at 7:50 PM.

Respectively Submitted,

Attest,

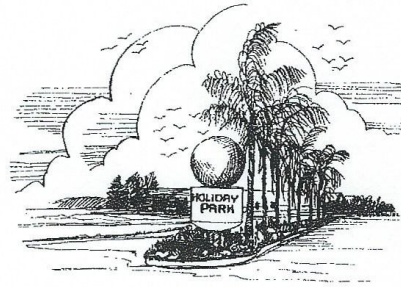
Brent Corey
2nd Vice Chairperson

Dick Gortz
Chairman

Attachment:

2018, Proposed Employee Wage Increase Letter, 1-16-2018

**Holiday Park
Park and Recreation District**
5401 Holiday Park Boulevard
North Port, Florida 34287
Phone: (941) 426-1585 ♦ Fax: (941) 423-1084



To: Board of Trustees
From: Manager
Date: 01/16/2018
Re: Employee Salaries

Over the last year, the Board has discussed employee wages and benefits. As the hiring manager for the District, I am asking the Board to consider raising the salaries. The District currently has positions that are in need of salary increases. It is difficult to find quality employees to apply for the positions we currently have. In 2011, we advertised for maintenance position and received over 50 qualified applications. In 2017, we advertised for the same position and received 5 qualified applicants. As the economy grows stronger, we must keep up with the demand for quality employees. The following is a list of increases I would like to see in October 2018 for the new budget.

Position	Current Rate	Proposed Rate
Grounds Keeper	\$13.00	\$14.00
Weekend Custodian	\$13.50	\$15.00
Evening Custodian	\$13.00	\$15.00
Maintenance	\$16.00	\$17.00
Maintenance supervisor	\$18.00	\$20.00
Office Assistant	\$15.50	\$16.00
Full Charge Bookkeeper	\$20.50	\$22.00

This increase would have a cost to the residents approximately \$1.90 per month.

Wayne Schofield
CDM,LCAM,AMS
Holiday Park District Manager