

Holiday Shores
Board of Directors Meeting Minutes

Date: February 12, 2020

Attendance

Present: Dave Decker, Monica O'Brien, Tony Harris, Anthony Harrell, Steve Yates and Matt Ressler

Excused Absence: Ali DeVries

Others Present

Rob Clarkson, Rob Frey and Megan Jackson from the Holishor Office

Holishor Members Present: 5

Non-Members: 1, Steve Gausepohl with Stone Ledge Homes

Proceedings

Meeting called to order at 7:30 PM

Pledge of Allegiance recited

Meeting Minutes of January 22, 2020

Steve Yates – Motions to approve the minutes as amended.

Monica O'Brien – Seconds.

All in Favor.

Motion Carries.

Transfers of Property

There are six transfers of property. There are four lots and two houses with six initiation fees.

Bills & Salaries

Tony Harris – Motions to approve Bills & Salaries as submitted.

Anthony Harrell – Seconds.

All in Favor.

Motion Carries.

Profit & Loss

Submitted for review

Manager's Report

Read by Rob Clarkson

Public Safety Report

Read by Rob Frey

Old Business

Video Gambling Feedback from the Membership

Dave Decker – We had a conversation at the last meeting regarding the clubhouse restaurant. We put a poll on the Holishor Association Facebook asking if membership agrees or disagrees with video gaming in our restaurant. The results of that are 54 members agree and 62 members disagree, which makes a total of 116 votes. **Monica O'Brien** – That is far closer than I would have thought. **Steve Yates** – I would like to add that the interested party have reached out about the facility, they wanted to revisit this. I have told them in the past that this is our opinion and it was easy to go back to them that it isn't favorable to the membership. I don't want to push it if it's not going to be supported anyway. Honestly, I didn't see their interest level diminish after seeing this so bringing this to the membership helped.

2020 Ditching

Roads on Priority 1 2020 Ditching: Anchor, Brigantine, Captains, Key Largo Terrace, Nassau and Tartuga, Roads on Priority 2 2020 Ditching: Sextant, Bahamas and Shore Drive SW.

Dave Decker – I have a feeling that the road plan conversation will blend. Within the budget, we did a carryover from last year to do the 2019 ditching plan based upon the way things worked. We will be doing that work this year which has already been approved so we are moving forward with it. **Rob Clarkson** – On the ditching, I took a couple drives after a few rain events to observe a few areas that I have received complaints about. Water was not leaving the roadways, so I prioritized the situations. I did go downstream on all of these to make sure we're not going to bottleneck anything or overtake something, and we are in the clear. After these drives, my opinion for the priority is based on the standing water, the water not coming off of the roads, the use of the roads and how much area it actually drains. **Dave Decker** – Thank you for getting these to us in February. It is really appreciated. On the ditching side, are there culverts going to be put in anywhere along this line or is this just ditching? **Rob Clarkson** – There are a few crossroad culverts. Off the top of my head, there are two culverts on Key Largo Terrace that are side by side and the center of them is being eaten away due to there being two pipes and water is trying to flow between everything, so that needs to be replaced. The majority of this would be driveway culverts and ditching. That area we identified around Key Largo, Nassau and Tartuga, which is a very flat area so that is obviously why it's pooling so bad. Yes, there are few crossroad culverts in this plan.

Dave Decker – That is the one piece of data that I couldn't find anywhere, I recommend adding that to your map. How large of a diameter of the pipe you plan on putting on Key Largo? **Rob Clarkson** – The engineer would have to make that recommendation, but we are looking at an elliptical pipe. Right now, there are two 15" pipes sitting side by side and they are not being utilized. **Anthony Harrell** – Rob, you mentioned water standing on the road. Does any of this in priority one or two back into anyone's property? **Rob Clarkson** – Mainly our property, but yes. It's not flooding anybody, but I have gotten calls that they cannot get to their mailbox. **Dave Decker** – How much of this can we do with the money we have allocated for this year? **Tony Harris** – We have \$119,000 allocated in the budget and priority one is \$171,000. **Dave Decker** – How much of that can we do within our budget? **Rob Clarkson** - Anytime you do a project the cost may vary. **Dave Decker** – Just looking at the two priorities, one on each side of the lake. Just off the cuff, are you wanting to do all of one and then do all of the other dividing them that way? **Rob Clarkson** – No. If you look at Brigantine, that is one we were going to eliminate a cross street culvert and add one. If you go out and look at it, I can't make sense of why they put one where they did. They have water moving every which way across the road. Instead of removing one completely, it's just an idea of flow filling that pipe rather than eliminating it, we would put one going across and going down. It is the shortest route to alleviate water which would alleviate flooding too. The road at Captains and Anchor, that entire corner is six to eight inches deep every time it rains. Those are the important ones. On the other side of the lake, you can pick and choose which way we want to go. I also think Key Largo is definitely a priority as well. **Dave Decker** – On Key Largo, I expect you'd want to do that whole road all at once. **Rob Clarkson** – Yes, the entire length of that road. If the priority one is higher than our budget allows, what would we break out? **Monica O'Brien** – Can we approve priority one up to the budget amount? **Tony Harris** – Also, we have money in the reserves for roads that we could pull out to fund the rest of what is needed to finish off priority one for this year. **Dave Decker** – Which means based upon our conversation on Monday, you won't have money for funding the 2021 Road Plan. **Tony Harris** – I just ran some quick numbers, we have \$119,000 in this year's current budget and we have \$124,000 in reserves, which would be \$243,000. On top of that, we have \$60,000 in 2021's budget for roads. The \$280,000 that Rob has here for both priority one and two leaves you \$37,000 short from the \$243,000 if you took all of the 2020 budget and reserves. Basically, you have \$23,000 more than you need over the two years to do both priority one and two over the course of 2020 and 2021. Then you are depleting all the money we have from reserves for roads, but that's what it is there for. **Dave Decker** – That is on your ditching side. What about the road side? **Tony Harris** – Right now, we have \$65,000 for road resurfacing. **Rob Clarkson** – Unless there is an oil shortage or something, we should be good. **Dave Decker** – In 2021, how much money are you going to have in your road budget? **Tony Harris** – Right now, we have \$62,000 in there not including the money being taken from reserves. **Dave Decker** – Your full road budget or your ditching budget? **Tony Harris** - \$146,000. **Dave Decker** – That is how much we have in there for 2021?

Tony Harris – Yes. **Dave Decker** – Which we know is too high because we haven't adjusted the other expenses, right?

Holiday Shores
Board of Directors Meeting Minutes

Tony Harris – Yes. That is the preliminary number. We have some inflationary factors to put into the budget for some of the categories which will bring this down a little bit, but this does not include taking any money out of the reserves yet. That is where we have the \$124,000. **Dave Decker** – Right. **Tony Harris** – Between all of the years, we have \$146,000 and \$124,000 and this year in the same category is \$399,000. That includes the 2019 ditching money we carried over. For the category as a whole, not including the 2019 ditching that has already been approved we have \$527,000 between the two years for the entire road category. The one question I have is if we are doing feet of road potentially. We might have more engineering costs than we had last year. How many feet of ditching was in the 2019 ditching?

Rob Clarkson – 7,551 I believe. **Tony Harris** – What about priority one and two? **Rob Clarkson** – It's 15,000 and 18,000 combined. **Tony Harris** – For 2021, would you expect the road resurfacing to be about the same dollar amount? **Rob Clarkson** – Pretty close. **Dave Decker** – You will spend every dollar you are given. **Rob Clarkson** – Yes. **Dave Decker** – It will be the same. If you give him more, he'll do more. You have to make sure you have consistency over your years that you don't have a big drop one year because they are working on the plan of rotating through the roads.

Anthony Harrell – Would you be able to complete priority one and two next year? **Rob Clarkson** – It's hard to tell you yes or no because I'm not the one doing the work. **Dave Decker** – I don't think that is what Tony is proposing. I think he's proposing priority one this year and priority two next year and you're saying you have enough money in the budget to do that that way. **Tony Harris** – Yes, that is what we are looking at. He already has the 2019 carry over to do this year. If we add that to 2020 ditching next year. **Dave Decker** – You need to just forget about the 2019 ditching and all of that because that is all done and approved. **Anthony Harrell** – Tony was talking about time. **Rob Clarkson** – All we have to do is monitor it. **Dave Decker** – I know this isn't all the ditching that needs to be done. **Rob Clarkson** – This is the worst and the next worse. **Dave Decker** – We obviously don't need a decision tonight. Let's at least give them a general direction of where we want to go. Do we have any concerns with the roads he has picked out? Are there any others that you think should be on that list? **Matt Ressler** – No. **Dave Decker** – One thing to look at is if you did it in this year's budget, what would you do this year and what would be done next year? I think that line should be drawn within the priorities. Which ones would you go after and what would you not? You can't do it all together because you don't have the significant portion of income until next year. **Rob Clarkson** – If you look at the very far right, you'll see that I put adjust on the plan twice. Once on Nassau and the other on Shore Drive. Instead of doing one long section, there are really bad sections that we could cut it down to and attach it back to the rest of it three years down the road. For Nassau, it would stop at Key Largo because that is where water is turning and hit the other part of it later down the road. There is room for adjustment on the footages. **Tony Harris** – Overall, I like the approach. Dollar wise, I think we have enough money in the two-year budget with the money in reserves to do all of the priority one and two. We have \$527,000 available and it looks like we would need about \$481,000. When we spoke Monday at the finance meeting, there are a few inflationary factors to add into our 2021 budget which would bring the road number down. Worst case if we have to do less on priority two in 2021, we could always do that. If we want to do priority one this year, we have enough so we could start with that. We also have the 2021 budget next meeting to look at so we will have a more concrete number for next year that we will vote on at the Annual Meeting. We could make the decision at the next meeting because we will have final numbers then. I think what we have here is great and it gives us a lot to work with.

2020 Road Plan

Proposed roads for 2020 Road Plan: Sextant, Anchor, Captains, Helm, Aloha, Reno, Mexico, San Juan, Trinidad, Britany, Castle, Ensign Circle, Harvest, Pirate Cove, Point of View and Wanda.

Dave Decker – In regard to the roads since that conversation was primarily ditching, do you guys have some direction and or questions for the staff? **Tony Harris** – Rob, what roads here on the map do you plan on resurfacing?

Dave Decker – When you say resurfacing, do you mean oil and chip? **Rob Clarkson** – Yes. It is broken down on the map by quadrants. We prioritized these based on the usage of the road and as far as condition went. We are going to have some of these in there that are a third priority based upon how many years since it's been touched.

Dave Decker – Thank you. **Rob Clarkson** – That is basically why there is a quadrant with no plan at all because it is the newest. **Tony Harris** – On the spreadsheet you gave us, the note at the bottom that says 2019 ditching leftover. Are you resurfacing after the ditching is done? **Rob Clarkson** – While they are doing that in March and April, we will do the road resurfacing in July and August, I hope rather than September and October. Yes, that is the leftover and it is already paid

Holiday Shores
Board of Directors Meeting Minutes

for. **Dave Decker** – What is the Board’s thoughts? **Monica O’Brien** – I’m glad to see this done early. We are in a different place than we were last year. **Dave Decker** – The Board is okay with the proposal? **The Board mutually agrees.** **Dave Decker** – Does anyone think he is missing anything? **Matt Ressler** – On Elm going to the Marina. Is that something we could possibly look at? **Rob Clarkson** – Next year’s plan. I think these are more of a priority than that one is right now as far as shape. Granted, it’s not the smoothest road in the world. **Matt Ressler** – I get it. **Dave Decker** – It sounds like we are on the right path with the roads. I’d say start getting estimates together on it. **Rob Clarkson** – I already have. **Dave Decker** – With the idea of trying to do this earlier rather than later. Any thoughts from the Board or from you on the approach where we could move more swiftly when that happens? **Rob Clarkson** – I’ve reached out to six different contractors that do oil and chip to give us pricing on doing these. I’m hopeful that we have six bids and not one. **Dave Decker** – Doing this earlier will help. **Rob Clarkson** – Yes. I think when that price comes in, we will start rolling. Right now, it’s an estimate. **Dave Decker** – Thank you for getting this moving early. **Matt Ressler** – Thank you.

Shoreline Erosion Prevention

Dave Decker – At the last meeting there was a recommendation from the Lake Committee on putting together a proposal for a by-law change at the Annual Meeting. We did a lot of walking through that at the last meeting. Is this document here the final markup? **Monica O’Brien** – I know Ali was going to mess with the dates, but these are all of the changes we discussed, and Ali was going to try to consolidate the dates, but I thought the dates that were originally there were important. A few of them needed to be where they were for clarification. **Dave Decker** – What is the Board’s thoughts on the revisions that is in front of you? **Conversation on verbiage change ensues.**

New Business

Process for Voting at the Annual Meeting

Dave Decker – With the new process of voting absentee this year, a process was created for that. Anthony worked with the office and created a proposed procedure here.

Anthony Harrell reads original document. Below includes the changes that were discussed.

- 1. Ballots will be sent out in the annual meeting packets to the membership. Packets will be post marked 20 to 40 days prior to the annual meeting.**
- 2. Ballots will be identified by color coding**
 - a. Each ballot will be a separate color for each separate voting subject**
 - b. Mailed ballots will be labeled “absentee ballot”**
- 3. The Annual Meeting packets will include a Ballot envelope in which all completed absentee ballots are to be placed and returned to the Holishor office.**
- 4. Absentee Ballots must be received in the office by end of business the Friday prior to the annual meeting.**
- 5. Absentee Ballots will only be accepted in the Holishor Office with a Valid ID during normal business hours.**
- 6. If absentee ballots are received in the mail or any other method in which a valid ID is not presented, the office staff will follow up with that member to request a copy of their ID.**
- 7. For members who cannot personally present a valid ID, one may be copied or scanned and sent to the office.**
- 8. No ballots labeled “absentee ballot” will be accepted at the annual meeting.**
- 9. Ballot envelopes received by the office will be placed in locked box, recorded as received with the date received and by whom. Receipt must be witnessed and initialed by the witness. Records will be maintained in the Holishor office on a paper log and presented to the auditor the day of the annual meeting.**
- 10. Seven days prior to meeting, the locked ballot box will be opened at close of business. Three Office employees will review the members names and checked against the list of members in good standing.**
- 11. Ballots from those members in good standing will be marked with a “P” (paid) banded together and returned to the box.**
- 12. Those ballot envelopes from members not in good standing will be banded together and placed in the box to be double checked by the head auditor at the annual meeting.**
- 13. Ballot box will be handed over to the head Auditor the day of the meeting.**

14. *If you are using a proxy, it must be exercised at the annual meeting using a ballot not marked as an absentee ballot.*
15. *All members wishing to vote at the annual meeting will be crossed checked against the absentee voter list to prevent multiple votes from the same member.*

Fines Structure for the Annual Meeting

Dave Decker – Last year, we had discussions about a by-law proposal changing the fines structure. We have made the ballot and the rationale at the bottom. We had postponed putting this on the Annual Meeting agenda until now. This is changing the maximum monetary fines. The proposed change is to change the maximum fine from \$200 to \$500.

Basically, what it is doing is enabling the Association to raise the maximum monetary penalty. Does anyone have any thoughts or comments? **Tony Harris** – I just have a couple changes, it is just spelling. *Changes in verbiage discussed.*

Anthony Harrell – Motions to add this by-law change to the Annual Meeting agenda with the changes in verbiage.

Monica O'Brien – Seconds.

All in Favor.

Motion Carries.

Variance Request for Setbacks, 45 Willow

Remove existing home and construct a new residence. The current architect's design meets the building requirements as listed in the building requirements setback rules. The current home was built closer than 50' as shown in the survey. We request to be grandfathered in. If the concern of the side of the home to be closer than the setback is to impact views, the proposed home is located on a tall hill from the lake and has many trees surrounding the home. The proposed design will not block current views.

Dave Decker – The Building Committee recommends this variance with the east side deck being moved to the rear of the house. The committee based their decision on the facts that its approximate setbacks are close to what is there now.

Steve Yates – Motions to approve the variance request as submitted.

Monica O'Brien – Seconds.

All in Favor.

Motion Carries.

Reserve Schedule for Audit

Tony Harris – This is the 2019 reserve study that we need to proof for the auditors who are starting next week. Does anyone have any questions or concerns on this? This is the end of 2019 that shows what money was allocated.

Everything added in total of \$96,137 to the reserves plus the interest of \$12,658. **Dave Decker** – Which equates to the amount the Association members approved in the budget. The property sales and the interest.

Anthony Harrell – Motions to approve the 2019 reserve study as submitted.

Tony Harris – Seconds.

All in Favor.

Motion Carries.

Reserve Expenditures

Tony Harris – We have to approve any money coming out of the reserves for the current year. The proposed numbers for 2020 are as follows: salt spreader: \$6,500, tennis courts: \$15,000, Holiday Point Pkwy culvert: \$30,000, hulled watercraft motor: \$6,000, silt containment: \$25,000 and ballroom carpet: \$25,000. That total comes to \$107,500. After the next meeting if we decide to pull any money out of reserves for the roads, we will approve that then.

Dave Decker – For a further explanation, there is a by-law that states the Board is responsible for identifying what is going to be cut out of the reserves during the year and needs to be published. That way the membership has a chance to discuss the proposals. This approval is not an authorization for the office to spend the money, it is just an authorization that we are planning on spending this money this year. All the rules still follow that all expenditures must come to the Board for approval.

Holiday Shores
Board of Directors Meeting Minutes

Tony Harris – Motions to approve the reserve expenditures as submitted.

Monica O'Brien – Seconds.

All in Favor.

Motion Carries.

Correspondence

Letter from Dan Corey, 978 Holiday Point Pkwy

First, let me thank each of you for your leadership and contributions to our community. This letter is intended to request a variance allowing my Lowe Model 297 (29ft) pontoon on the lake. I acquired the boat from a Holiday Shores resident last year. It has been on the lake since purchased new in 1995. The title and registration of the boat lists the length as 24ft, however, that is not correct. If this request is not granted, I completely understand and will respect your decision. Thank you in advance for your cooperation and assistance in resolution of this matter.

Dave Decker – For those who do not know, our rule states the maximum length is twenty-eight feet on pontoon boats.

Anthony Harrell – If this boat has been out here since 1995, I don't see an issue. **Monica O'Brien** – I do, because the title of the registration listed it as a twenty-four foot. It shouldn't have been out here just because this person got away with it.

Anthony Harrell – Not this person. **Dave Decker** – I believe we used to allow thirty feet pontoons and I believe that rule was changed. The reason I believe that is when I got on the Board, it was stated at one spot at twenty-eight feet and thirty feet at another. That spot where is stated thirty feet had never been corrected. What I don't recall is when that rule changed.

To your comment, Monica, which I totally understand, did it comply with our rules originally or was it illegal when it was brought onto the lake. **Jerry Theodore, 1346** – I'm pretty sure the rule that year was twenty-eight feet. Prior to that, I don't know.

Dave Decker – To your point, Monica, it was initially illegal when it was brought onto our lake. **Monica O'Brien** – I sympathize with the person who bought it. However, how many other people have had a boat bigger than this and haven't been able to put it on the water.

Tony Harris – My thing is if it has already been on the water for almost twenty-five years. I don't know if the original owner knew the information was wrong.

Monica O'Brien – There is a big difference between twenty-four and thirty feet. **Steve Yates** – If the boat has already been out here for so long and he is bringing it to our attention, I don't see an issue.

In Favor - Anthony Harrell, Steve Yates and Tony Harris

Opposed - Matt Ressler

Sustained - Monica O'Brien

Motion Carries.

Open Floor

Signage Replacement at Main Gate

Dave Decker – We have a picture of the potential new replacement signs at the main gate. The Board approved replacing the signs at a previous meeting. This is the second version that was turned into us. What is the Board's thoughts?

Anthony Harrell – I like it. **Monica O'Brien** – I don't like the font or the cut outs in between the letters.

Tony Harris – I think it looks fine. **Matt Ressler** – As do I. **Dave Decker** – The original presentation that was given to us didn't have that. **Monica O'Brien** – It's supposed to match the original design. That is a different font.

Rob Clarkson – Megan found that font. There is a lot of fonts out there. **Dave Decker** – There are two major differences compared to the last one. One being the addition of the waves at the bottom. Does everyone agree that those look good?

The Board mutually agrees. **Dave Decker** – Then next is the font. I heard one comment about not liking it. What are everyone else's thoughts?

Tony Harris – I like it. **Matt Ressler** – I like it too. **Monica O'Brien** – It's ugly.

Tony Harris – Motions to approve the design for the replacement signs at the main gate as submitted.

Matt Ressler – Seconds.

All in Favor.

Motion Carries.

Holiday Shores
Board of Directors Meeting Minutes

Board Appointment for Open Vacancy

Dave Decker – Monica turned in her resignation at the last meeting due to no longer being a member in the next couple days. As a result of that, she resigned her position as Secretary. The Board voted in Matt Ressler as the new Secretary. There is going to be an opening obviously and it needs to be filled. Is there anyone here that is interested in filling that position? **Shaun Diltz, 695** – I would be interested until the Annual Meeting. **Dave Decker** – One of the things we discussed at the last meeting was posting on our websites. Did we get any responses showing any interest? **Rob Clarkson** – No. **Dave Decker** – We also suggested talking to the chairman of the Nominating Committee. He didn't have anyone recommended for that either? **Rob Clarkson** – No. **Dave Decker** – Monica, I would like to thank you for volunteering and participating with the Board. You have been a good addition to the Board during your short tenure.

Anthony Harrell – You've done a lot, thank you.

Tony Harris – Motions to appoint Shaun Diltz to the Board to fill the vacancy.

Steve Yates – Seconds.

All in Favor.

Motion Carries.

Tony Harris – Motions to adjourn to Executive Session.

Anthony Harrell – Seconds.

Meeting adjourned to Executive Session at 9:40 PM

Meeting Minutes submitted by Megan Jackson.