

Holiday Shores  
Board of Directors Meeting Minutes

**Date:** July 22nd, 2015

**Attendance**

Board Members

**Present:** Bob Lowrance, Roger Rawson, Jim Perotti, Darren Onwiler and Dave Decker

**Excused:** Monte Thus and Rich Hertel

**Quorum Present:** Yes

Others Present

Holishor Members Present: 9

Glenn Dalton, Brandy Pickett, Rob Frey and Matt Schaefer of the Holishor Office.

**Proceedings**

Meeting called to order at 7:30 PM

Pledge of Allegiance Recited.

**Minutes of June 24<sup>th</sup>, 2015**

**Roger Rawson** - Motions to approve the minutes as amended. **Dave Decker** - Seconds

**Motions Carries**

**Minutes of July 8<sup>th</sup>, 2015**

**Darren Onwiler** - Motions to approve. **Jim Perotti** - Seconds

**Motion Carries**

**Transfers of Property**

1. Information Only.

**Correspondence**

**Finance Committee Report**

Read by Roger Rawson.

The Finance Committee met July 13<sup>th</sup>, 2015. The committee reviewed the first two quarters of our fiscal year. Ray Garber presented his analysis of the finances and budget. It was agreed that the budget is on schedule and it appears that we may have an overage for 2015. This overage is due to the collection effort on past due accounts.

**Old Business**

**Covenant Amendment Update**

We have 1350 signed amendments. There are 1968 Amendments available and we needed 1313. At present we have an overage of 37.

**Affirmation Certification Process**

Information provided. **Bob Lowrance** - We are looking at doing the Affirmation Certification on Wednesday July 29<sup>th</sup> 2015. Scott Webber was here last meeting and talked about doing a trial run of the certification, however with scheduling conflicts they are unable to do so. He and his committee recommended that we proceed with the certification without the trial run. **Darren Onwiler**- If we go forward with this and fall short, I understand that the process will need to start over, or can we go back and address those? **Bob Lowrance** - If we fall short by three, we can go back and get those that are needed but we will need to re-certify it at \$1500.00.

**Dave Decker** – A lot of it is based on how the motion is made and what you say in regards to the certification. This motion should be as a certification of current count to identify whether we have enough for the covenants

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to pass and doesn't preclude us as using those same counts in the future. **Glenn Dalton** – The one thing you do not want to do is close it. **Dave Decker** – A lot if it is in the wording of the motion and the action.

**Dave Decker** – Makes a motion that we conduct a certification to identify if we have enough covenant affirmations for the Covenant Amendment to be approved. This does not preclude a future count if it is determined that using the current affirmations we do not have currently enough to pass. **Darren Onwiler** – Seconds.

**Motions Carries**

**Bob Lowrance** – We will set the count for next Wednesday July 29<sup>th</sup>, 2015.

**2015 Road Plan**

The Road Committee and Staff met on July 9<sup>th</sup> to discuss and finalize the recommended 2015 Road Plan. **Todd Webb (123)** As you can see we have submitted a plan in the board packets, and you can see that we are looking at a cost of \$35,897.96 for chip/seal this year. The road budget is \$117,066.88 (as of 7/10 we have \$5,903.94 in road repair, \$9,760.94 in storm-water improvements and \$101,342.00 in road resurfacing) All ditching will be accomplished in-house with no cost to the association. We have \$35,898 devoted to resurface chip and seal. We have set aside an additional increase of \$14,102 for additional patch funds, in road repair (total road repair \$20,006) to accomplish this plan. Current staffing levels, work load and time remaining with suitable climatic conditions are the limiting factors and feel this is an ambitious plan. Total road funds utilized in 2015 is \$50,000. With the planning required with the new equipment and ditching we are requesting the remaining \$67,006.88 to be carried over to the 2016 road plan to allow us to determine accurately the best utilization of those funds for approval. This would bring the 2016 road budget (\$61,400) to a total of \$128,406.88. We feel the research, experience and detail required to bring a viable plan together best utilizing our limited funds will take a minimum of 6-8 months to accomplish. This planning will also be utilized in development of the 2017 and out year's road budgets. Roger Rawson - I appreciate what you guys are doing, with the new ditching plans and the patch machine the road plan has been completely changed. I think that it is really wise to move the money and get what you can accomplish this year and have a better plan for next year. The roads are falling apart.

**Roger Rawson** - Makes a motion to accept the 2015 Road Plan as stated, and carry over the remaining \$67,006.88 to the 2016 Road Plan. **Dave Decker** – Seconds.

**Dave Decker** – Thank you guys for putting the time I am glad to see that we have specified for what you are planning to do. One of the concerns that you have is in place regarding to ditching, driveways and the culverts. In this plan is there any impediment to those? **Glenn Dalton** – yes there is. We are having a meeting tomorrow night with the Building Committee, Road Committee and the staff to look at those impediments and come forward with the changes to our building rules to accommodate those. Yes there will be some impacts to what is indicated there. **Dave Decker** – We can't implement this under our current structure? **Glenn Dalton** – there is one exception in there where we have to have the authority to place a culvert where the owner does not want it. That would be the only impediment to this plan. That will be coming forward to the Board at the next meeting. **Dave Decker** – So the rest of these can be done without having any issues of culverts and driveways? **Glenn Dalton** – Yes. **Darren Onwiler** –I would also like to thank the committee for getting the ball rolling as far as ditching started, I think it is needed. In your opinion how much of what we are going to accomplish in 2015, is that going to improve moving forward? **Todd Webb (123)** Our plan for in-house ditching is that we are not establishing a new ditch we are just going to cut the high surface off of the road to get that water off the road so it will head towards the ditch, at no cost to the association. I believe that is 60% of the issue, a lot of the roads the ground is higher than the road surface is. **Dave Decker** – you keep saying that there is no cost to the association, there is a cost to the association. **Todd Webb (123)** – I should have put no cost will come out of the road budget. **Darren Onwiler** – This does not start any of the cutting of the actual ditches? **Glenn Dalton** – the staff will do some, when you get down to ditching priority ditching roads, we will have to do some minimal

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ditching to get a flow established. **Dave Decker** - There is also a lot of spots with pot holes. Are we planning to leave them until next year? **Glenn Dalton** – We plan to do all the pot holes this year with the patch machine. **Darren Onwiler** – Where in this plan does that money come from? **Glenn Dalton**- Those are included in the repairs. The patch machine will cost us approximately \$550 a day to run it. If you take the number of days that we have with that \$20,000 that is more days that I can do and still get the resurface done. There will be money left at the end of the resurface period, which will be devoted to the filling of the pot holes. **Bob Lowrance** – We have a motion and a second, those in favor? **Darren Onwiler, Dave Decker, Jim Perotti, Roger Rawson.**  
**Motion Carries.**

**Association Lake Outlot Maintenance During Draw-down**

Information and photos included. **Glenn Dalton** – Looking at the information provided we have a priority schedule that is indicated we have 122 tons of rip-rap and rule of thumb is 1 ton per every ten feet. We think it may go further and we will know when the lake is drawn down. This is just an estimate; we feel this is an ambitious plan. **Dave Decker** – Do you plan to put soil cloth down in these areas? **Glenn Dalton** – Soil Cloth is going in all of those areas where it is required. That will part of the evaluation that we will make. **Dave Decker** – In this plan it says that we will work in a counter clockwise pattern around the lake. Where will this pattern start? **Glenn Dalton** – Our priority starting point will be outlot 18. **Dave Decker** - Of the lots that are identified here how many do you think that we will be able to get to? **Glenn Dalton** – I believe that we will get to all of the lots on the priority list, with the 122 tons of rip rap. **Darren Onwiler** – So it is your opinion that these on the priority list will all be completed. **Glenn Dalton** – The priority list will be completed. The list is Outlot 18, Spanish Cove, Outlot 11, Ski Beach and Acapulco Cove. When looking at the pictures you will see why those have been selected. You can see at the inflow of outlot 18 the rip rap is washed out, it priority because of erosion control. You can see the areas in Spanish Cove, in outlot 11 there is very little rip rap. The concern at Ski Beach there is a lot of wake that comes into that area and it needs to be refreshed. **Dave Decker** – Back in San Juan Cove we are back there dredging it now, there is no seawall back in there. If you go counter clockwise that is one of the last ones that you will do. **Glenn Dalton** – Yes that is correct. **Dave Decker** - We are back dredging that cove and I am concerned that we will leave it again, and it gets straight wake from the main lake, whereas some of the others identified do not. We have got roughly 10 or 12 that need work and you said that you will get to the top 5. That means that there are another 5-7 that we will not get to. What is our plan to take care of these others? **Glenn Dalton** – First we will see what the property owners will do in San Juan Cove because it is not responsibility except the very back of the cove. **Dave Decker** - we own the part that is on the lake. **Glenn Dalton** - we have two outlots on San Juan. **Glenn Dalton** – we have two outlots that touch the lake. **Dave Decker** – there is no seawall there and there hasn't been one in some time. **Glenn Dalton** - That is correct. **Dave Decker** - That gets hit with waves from the main lake. We are in there dredging that cove right now, and it seems to me that we would protect our investment of that cove by doing that seawall. We are planning on putting in a gabion basket upstream to keep silt from coming in, and it sounds like we are not willing to do the seawall which is right by the cove. We allocated an extra \$5000.00 to put a gabion basket in to protect that cove that we are dredging. **Bob Lowrance** – So you would like to see San Juan a priority in addition to the other five top priorities. **Dave Decker** – I think that it needs to be priority because it gets hit strongly with waves from the main lake. **Roger Rawson** – Are you talking about outlot 25? **Dave Decker** – Yes.

Conversation Ensues....

**Darren Onwiler** – Makes a motion to add San Juan Cove (outlot25) to the top priority list.

**Dave Decker** – I think that we need to put together a plan to addressing the work to be done to these other outlots. **Roger Rawson** – Are we limited because of budget? **Glenn Dalton** – Budget and Staff. **Bob Lowrance**

– What would it take cost wise to finish them all? **Glenn Dalton** - I would have to get that for you, and what we

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had proposed; those that we did not get to now we would propose that in the following year budget. Even though the water level will be coming back up we were still going to refresh the riprap. We are not going to just forget them. **Dave Decker** – what are the other projects that keeps the staff from being able to complete these? **Glenn Dalton** – We have the gabion basket, we have the walk in beach at the clubhouse, we have the seawall here as well and evaluate the problems that exist, and we have a couple other things that will need complete at this time. **Dave Decker** – Does the basket need to be done during draw down? **Glenn Dalton** – that is the proposed time that we have set aside to complete it. **Dave Decker** – it would be my recommendation that if we need to postpone that to complete some of these other seawalls then we should do that. **Bob Lowrance** – That is what I have asked from Glenn. I would like him to give us an idea of what we can do to get to all of these seawalls with respect to getting them complete during draw down. **Bob Lowrance** – So we will hold off on the motion to add the sixth priority until we get a little more information about getting all of them complete during the draw down. **Darren Onwiler** – We will need to add outlot 25 to the priority list. **Glenn Dalton** – I have added it.

### New Business

#### **Board Meeting Rule Change**

**Bob Lowrance** – Our current rule follows “That tape recording of the board minutes are to be kept for a minimum of five years and any member in good standing can come to the office and listen to them. The minutes may not be copied and the member must state in writing why they want to view them. The board does not have to rule on meeting tapes.” We are adding that, the Board of the Directors are excluded from that to enhance their ability to ensure meeting minutes are in agreement with open session discussion and enhance approval of the meeting minutes. **Dave Decker** – I do not agree with that wording at all. It is a justification, not a rule. The motion was the Board of Directors are to be authorized to receive electronic copies of the recording, That is what the rule should say, not why they are getting it, or that they are excluded from the rule, because they are not. They are given additional responsibility. The motion said “The Board of Directors are authorized to receive an electronic copy of the recorded meeting minutes.”

#### **Communications and Media Committee**

**Roger Rawson** – The Communications and media committee had a meeting the other night and there were three other members and myself present. The committee is recommending that Laura Scaturro be the Chair person.

**Roger Rawson** – Makes a motion to approve Laura Scaturro as the Chair of the Communications and Media Committee. **Dave Decker** - Seconds.

#### **Motion Carries**

#### **Culvert and Ditching Rule Changes**

**Glenn Dalton** - Tomorrow the Building Committee and the Road Committee are meeting to discuss some issues regarding culverts and ditching. We are looking at possibly rewriting the rules and bringing it back to the Board to address these issues.

#### **Background Checks**

**Glenn Dalton** – The board has the capability, we have tried to expand from what the back ground check company is currently providing as far as a time frame. They have indicated that they cannot expand the time frame. **Bob Lowrance** – More than seven years? **Glenn Dalton** – They cannot meet any other period from what they are currently providing to us. Jim came up with us using local police reports I think that will be helpful, and that is something that can be accomplished. Our hiring practice is somewhat different, our focus is for individuals to be able to work in high strenuous emergency situations, who can react and complete a task in an emergency situation and who are proven team leaders, who understand their limitations and have good customer service skills. A majority of our staff has had background checks with in the last seven years. Looking into some of our employees one has a Bachelor Degree in Criminal Justice, 11 plus years in public safety,

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certification in first responders courses, 15 plus years in boating experience, water and ice rescued trained and has had an Illinois State Police back ground check. We have another one that is a paramedic at Alton Memorial, 15years as a firefighter EMS, CPR Instructor, 5 years with public safety and also has a lot of boating experience. Another is retired with 20 plus years as a firefighter, 10 years as an EMT, first responder certified, 10 years as a CPR instructor and 4 years with public safety. We do not just hire anyone who walks in off the street. Conversation ensues...**Bob Lowrance** - I think going forward I would like to see moving forward I would like to see that background checks are done. **Dave Decker** – Did we check with the other company to see if they could go further back and see if they have different capabilities. I think that we should call the other company to see if they have further capabilities.

**Dave Decker** - Makes a motion to do background checks moving forward and to do background checks on our current staff. **Roger Rawson** - Seconds.

**Motion Carries**

**Initiation Fees**

**Bob Lowrance** - Currently we have a lot that was co-owned by two individuals who are not husband and wife. One of the persons sold his share of the lot to another who is not currently a member of the association. Dues and assessments are current. This is the first time something like this has come to the office attention. Does the new member pay an initiation fee? The office is requesting the thoughts of the Board on this topic. **Roger Rawson** – There is only one vote per lot. **Darren Onwiler** – From what I understand of this is when this was bought there was one initiation fee and one set of assessments and two sets of dues. **Roger Rawson**- The assessment is on the property and one set. The dues are membership, so there would be two sets. **Dave Decker** – This is a matter of what our by-laws say and it reads bylaw in reference to initiation fee, “Effective Jan 1, 2007 an initiation fee shall be assessed on all new members of the association. This is a onetime fee and shall be equal to 1x the regular assessment in place at the time the new member acquires property.” **Darren Onwiler** – By that we would have to hold him to initiation fee and dues. Logic would say that when you are splitting a property you will have two new members, not a member and a guest. **Dave Decker** – This says repeatedly that there is one membership. It is good education for people to read the bylaws. You can have multiple members per one membership. **Bob Lowrance**- Glenn Dalton and I will discuss this with the Lawyer and get his legal opinion on this topic. Conversation Ensues....

**Association Property**

**Bob Lowrance** – At 1342 & 1343 Caribbean there was an issue with a pool that was thought to have been infringing onto an association outlot. It is an in ground pool. Should we have this surveyed? **Dave Decker** - When the pool was built they came in with a drawing and a survey, does it look ok. **Jim Perotti** – When the pool was built I was the building inspector and they had concrete poured around the pool. I think that they consider that to be a part of the pool, but it is not. **Dave Decker** – Is the concrete on the property? I think that if there is a possibility that they are infringing on association property then it should be surveyed. Bob Lowrance and Darren Onwiler both agree. **Gerry Theodore (1346)** We require a plat on a new house, we require the member to show us the setbacks on all structures that are put on the property. We are at the mercy of them because we do not get a survey and stakes placed every time someone comes in. **Darren Onwiler** – There is not a surveyor that will go out and check once the houses are built to verify that they are within their setbacks. **Dave Decker** – Does this not concern you? **Gerry Theodore (1346)** It does concern me, however we have not went to that extent because we figure that is a civil problem. The county doesn't even require surveys. **Roger Rawson** – That can cause issues with setbacks. **Darren Onwiler** – That too is civil matter. **Gerry Theodore** – If it turns out that part of that concrete infringes on that out lot there are only 2 solutions that I know of. First they would have to take the pool/concrete out or move it. The second would be to sell them a piece of the outlot. **Dave Decker** – This piece of property is on the market and should be handled quickly.

**Dave Decker** – Makes a motion to have a survey of that outlot. **Roger Rawson** – Seconds.

**Motion Carries**

**Open Floor**

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**Jim Perotti** – I got a call from a neighbor who lives close to the North Property and I would like to see the Board entertain the idea of no vehicles permitted on the North Property. **Darren Onwiler** – I agree with you, but the issue is how to keep them out of there. **Jim Perotti** – I am not saying that they cannot go up there I just think they shouldn't be able to drive up there. Conversation Ensues...

**Joe Roth (1030)** How many full time maintenance staff do we have? **Glenn Dalton** – We have three, plus Rob. **Dave Decker** – How many full time people do we have on staff during the summer? **Glenn Dalton** – During the summer we have four. We have a part time/full time person that is full time during the summer. I am authorized two but this year we only have one. **Joe Roth** – I think that we get really touchy and I think that it is tough of what we are asking them to do with such a small staff. It seems like a tremendous amount of work, and I think that we need to be realistic of what we are asking a small staff to do. **Bob Lowrance** – I agree, that is why I asked what it would take to complete the outlots during drawdown. **Joe Roth (1030)** - We have the gate at the dam, what would happen if it would fail? **Glenn Dalton** – What Joe is talking about is the Morning Glory Gate and it has always been a concern. If we lose that one gate, how would we save our water supply? We can only draw down the lake 4 feet and 6 inches because if we go any further that would impact our water supply. In an emergency the sanitary district has the capability to draw water from Fosterburg. The inlet for that outlet pipe is 23 feet below the surface of the lake. How do we stop from losing our water? We have come up with an emergency plan and if we were to lose that gate, it would just blow out, we would insert inflatables in the top of the Morning Glory, it will go into down into the area where the out flow pipe is and be inflated. From that point the dive group would go to the inlet out in the lake and put in an inflatable in there and inflate it, the water then will be able to released, and we could go back in and make the repair to the gate. There is an emergency plan in place. **Mack McCormick (1309)** - How long will that take and how fast will that water go out of here? **Glenn Dalton** – We will have the dive crew here from Kentucky in less than four hours, and the inflatable will be here in less than three hours. The dive crew will bring the inflatable for the lake portion, and Vandeventer Engineering Group will bring the inflatable for the interior of the pipe. **Darren Onwiler** – What is the gallon per hour if the gate is fully open? **Glenn Dalton**- to go down 4 feet 6 inches it will take a week. This year during the drawdown it will be gradual so that the mussels can migrate so that we do not have all of the stench. Conversation Ensues...

**Roger Rawson** - Makes a motion to adjourn meeting. **Darren Onwiler** – Seconds.  
**Motion Carries**

**Meeting adjourned at 9:40 p.m.**

**Meeting minutes submitted by Rich Hertel.**