

Holiday Shores
Board of Directors Meeting Minutes

Date: February 19, 2018

Attendance

Board Members

Present: Bob Lowrance, Jeanne Abert, Steve Yates Jr., Shaun Diltz, Michael Hawks, Dave Decker.

Excused Absent: Monte Thus.

Quorum Present: Yes

Others Present

Glenn Dalton, Rob Frey and Misty Soliben from the Holishor Office.

Holishor Members Present: 5

Proceedings

Meeting called to order at 7:30 PM

Pledge of Allegiance Recited

Minutes of January 24, 2018

Not approved. Changes Submitted.

Transfers of Property

There were 4 transfers of property, 2 with initiation fees.

Bills and Salaries

Dave Decker - Motions to approve December 2017 as submitted.

Steven Yates, Jr. - Seconds.

All in Favor.

Motion Carries.

Dave Decker - Motions to approve January 2018 as submitted.

Jeannie Abert - Seconds.

All in Favor.

Motion Carries

Treasury Report

Shaun Diltz - The November one I sent out last meeting, so if you have any questions on it I can answer them. For the December one, we ended up grabbing about \$5,300 in interest from those 5 CD's that the Finance Committee set up in May. In comparison, there was only about \$1,000 in interest from January through May for the same amount of money collected.

Dave Decker - Motions to approve to November and December Treasury reports as submitted.

Michael Hawks - Seconds.

All In Favor.

Motion Carries.

Correspondence

No Correspondence

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Old Business

2018 Road Plan

Glenn Dalton - We sent you a timeline that Curt is proposing to us, just to see if there are any adjustments that the Board is considering. Curt is here to answer any questions as to how he came up with this timeline and answer any questions. **Curt Westrich, Hennegan and Associates** - We anticipated getting an assigned work order last Wednesday and completing the bid package by April 13th, bidding it April 27th. Bidding would be on May 18th, giving the contractors 3 weeks to put the bids together. We anticipate awarding the contract on May 23rd. That is the 4th Wednesday in May. That would be assuming that the Board would be able to approve that contract. The construction would begin 8-9 weeks after that on July 23rd. They could probably start before that depending on the contractor. The completion date would be September 21st. That would allow time for the oil and chip to be done this year. The seeding would also be done, but you would still have to hold the contract to make sure it came up. Once it gets to a certain percentage of growth and coverage, you can sign off on the contract. The main thing is to get all the oil and chip and draining. **Shaun Diltz** - One of the things we were talking about is a penalty system if we don't get these things on time. We were kind of curious about some guidelines or industry standards. **Curt Westrich, Hennegan and Associates** - I am not aware of any industry standards on penalties. We have never had a project that has a penalty for deadlines. With a contractor, they typically have damages, they also have a reward system sometimes with these contracts. **Dave Decker** - How do other entities or employers of your's hold you accountable to your dates? **Curt Westrich, Hennegan and Associates** - We typically meet our dates. Sometimes there are things that are out of our control. That's why there's not penalties put in there. When you get to construction, all the plans are there, you know what has to be built, timeframes and when you start construction. When you're in the design timeframe, there's a lot of things that are open. You don't know until you get into it if you're going to have conflicts that no one could have anticipated. You just work with clients as problems come up. If there is something that goes wrong and a firm does not produce the work, even if there's no reason they couldn't then they just aren't chosen for future projects. **Bob Lowrance** - I would have to reiterate that as well. I've developed 16 subdivisions and typically you just stay on top of it. If Glenn is our manager, he is in communication with Curt. You just check in weekly or every other week to make sure everything is on schedule. **Curt Westrich, Hennegan and Associates** - That's typically what we do also. We just check in with clients and make sure that everything is going as scheduled if anything is sliding and we try to see what adjustments we can make in order to get it back on track. We tried to modify things also because if something does get out of control there might be some modification we can do to some other part of the project that would get it back to where it needs to be. I'm not anticipating any problems. I think these dates are pretty generous as time goes. If we got snow for 3 months straight and we couldn't get some of the surveying done for some reason because of that then I would say there might be a problem but there doesn't look like there could be any issues like that. **Bob Lowrance** - And the keyword you said earlier was change. Nothing ever goes exactly as planned. **Curt Westrich, Hennegan and Associates** - Yes. **Dave Decker** - The bid opening date on here is not a Board Meeting. Isn't it a requirement that we have to open the sealed bids at a Board Meeting? Glenn Dalton - Yes. We will adjust that to the date of the Board Meeting. **Curt Westrich, Hennegan and Associates** - I think that we would want to push that to May 9th then. I didn't realize that they had to be opened at a Board Meeting. That is going to make things pretty tight. We will have to send out the bid package a little sooner. **Conversation Ensues about dates. Final Dates are as follows:**

February 19, 2018 - Signed Work order by Holishor.

April 6, 2018 - Complete Revised Bid Package.

April 11, 2018 - Board approval of Complete Revised Bid Package.

May 2, 2018 - Open bidding to contractors.

May 23, 2018 - Open the sealed bids.

June 13, 2018 - Award the contract.

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July 23, 2018 - Begin Construction.

September 21, 2018 - Completion of Substantial Construction.

Curt Westrich, Hennegan and Associates - And if we get our part done prior to this, I'm assuming that you're not going to have a problem with that. **Steven Yate, Jr.** - I guess the discussion would be if we need to sign it first, or if we can approve the timeline and then discuss if we're going to approve this contract. **Dave Decker** - Going back to what he just said, If you approve the work order, the timeline's just a guideline. If you want to get started tonight, then you approve the work order.

Steven Yate, Jr. - Motions to approve the work order and the schedule as revised.

Shaun Diltz - Seconds.

Dave Decker - So there is no timeline on the work order itself. The work order is just time and material of \$24,500. **Bob Lowrance** - Correct, but he included in his motion to include the timeline here. **Dave Decker** - What happens if we don't meet the timeline? **Shaun Diltz** - Nothing. I mean I'm good with the work order, but I would like to see some penalties or something so that we hit these dates with these meetings so that we are showing up every other week since we would be off a week or 2 if we miss any of them. **Bob Lowrance** - Like I said earlier, I've done 16 subdivisions. I've never had any penalty or reward in. Basically, if you don't hit my timelines, I don't use you on my next project. **Shaun Diltz** - The reward is payment obviously. **Dave Decker** - The difference is in the work order, you have a specific timeline to make the payment, and if you don't you pay interest. The difference to me is that you're approving the work order, not the timeline, that's just a guideline.

Bob Lowrance - And I don't disagree with that Dave.

In Favor - Jeannie Abert, Steven Yates, Jr., Shaun Diltz.

Opposed - Dave Decker and Michael Hawks.

Trash Pickup on One Side of the Road

Bob Lowrance - We got some information back from Glenn. He had talked to our trash company. **Glenn Dalton** - Yes I did. **Bob Lowrance** - They said they could plan for it, but operationally it would not be a good idea. They think the weight would be the same. Do we want to have Glenn go back and do anything different or just let this drop here? I think there might be some additional issues. **Glenn Dalton** - There are. They've identified those and I have as well. **Shaun Diltz** - Members of street can get together and talk to the trash company if they want. As a whole, I don't know if this would be something. I think it would be a specific use case. **Bob Lowrance** - I agree and I think that we should make sure that your comment gets put in that if people on a particular street want to do this, they should contact Glenn and see if they can do this. **Glenn Dalton** - And we will get them in contact with the trash company and they will plan it. They (trash company) have to plan it, I can't. **Bob Lowrance** - Correct. **Dave Decker** - The reality is that they could just do it without anything. They could just push it all on one side of the road.

Sustainability Grant

Written by Glenn Dalton, Read by Bob Lowrance - Madison County has reimbursed us for our expenses for the 2017 sustainability Grant. the amount of reimbursement was \$13,559.17 and we spent \$17,795.85. with 20% it would seem they should provide us with \$14,236.65. This is a difference of \$532.77. Projects of this nature are only for 501c3 and we are a 501 Corporation and are required to pay sales tax on material we purchase. The County cannot reimburse us for the sales tax paid. In future grants of this nature we will elevate our project costs taking this into consideration to maximize Grant monies available.

10-Year Road Plan and Annual Meeting Agenda

Bob Lowrance - With respect to the 10-year Road plan does anyone have any additional comments as far as the annual meeting is concerned? From previous meetings I think everyone was under the general consensus to try to get it done in one to two years. That said, we're probably going to have to get a loan or set up a special

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service area to do that versus paying for it with dues. **Shaun Diltz** - I think the special service area is the most promising route. If we added the assessment, it would be more expensive. It's spread over property, not member. **Dave Decker** - Who's putting this together for the meeting? **Bob Lowrance** - I would like work on it. If anyone else would like to help me, I would be more than happy to let them. **Dave Decker** - The reason why I'm asking is because we are sitting at the end of February and running out of time. I'm assuming that whatever is going on the ballot is coming back to the Board for approval before it is released. **Bob Lowrance** - Absolutely. And I would like help. **Steven Yates, Jr.** - I can help. **Jeannie Abert** - What kind of help? **Bob Lowrance** - We just need to have a sit down meeting to figure out what and how we want to present. **Glenn Dalton** - Is Shaun going to do the graphics for the presentation? **Shaun Diltz** - I can do that. I'll help. I do know we'll need to set up a series of votes in a linear pattern. We need to get those done as soon as possible and we won't need another budget unless we are messing with assessments. **Bob Lowrance** - I know the 1st vote needs to be if we want to spend money or leave the roads as they are. We need to probably give them some idea on how much we are going to spend and how much will be repaired with that money. We probably need to give them all that information before the first vote. Does anybody have an idea on which way we are wanting to offer? **Shaun Diltz** - If the association decides to spend the money we can put those 2 in front of them. I think we need to come up with an option now because there's still some refinement we can do. There are some roads that were deemed poor, but might not have too many homes on them. **Bob Lowrance** - Is the board still under the consensus that we want to do it within the 1-2 year period? **Jeannie Abert** - I think so. **Dave Decker** - I think that's definitely my preference, but to do that, you are saying that you are automatically saying that you are going for a bond. **Bob Lowrance** - Correct. **Dave Decker** - When we laid it out at the last meeting the first question was "Do you want to repair the roads in a full blown plan or do you want to continue what we're doing?" if they said they wanted the full blown plan, then we if they want a bond or if they want to pay for it through assessments. **Bob Lowrance** - Right and at that point in time, we need to give them all the information with respect to those so that they can make that decision. That would be step 2. Do you want to do it upfront or with assessments? Then we'll give them two of the other 4 options depending on how they choose to pay for it. **Dave Decker** - And I don't remember the exact percentages so I'm going to make them up for now, do you want to rebuild 90% of the roads or 60%. Then that's obviously going to drive your cost. **Bob Lowrance** - Correct. **Dave Decker** - If we're going to the community to make the choice, we should give them all the choices. **Bob Lowrance** - I agree. **Dave Decker** - If the first question doesn't pass, none of the other questions matter. If it does, do they want 90% or 60% and we'll have to get a better percentage when we start doing the presentation. From there we can take it into 2 years or 10 years. Or you could reverse those 2. **Jeannie Abert** - And you're doing all of this at the Annual Meeting? **Bob Lowrance** - Yes. I would like to see the special service area vote first. **Jeannie Abert** - I think that we've done a lot of research and this all may come as a shock to the general community. **Bob Lowrance** - We're getting the word out there. It is going to be somewhat of a shock. **Jeannie Abert** - If you start getting so far into this, it can get kind of confusing. **Bob Lowrance** - I think we can do it in a manner that explains it. **Dave Decker** - You're going to have to manage the conversation. You're going to have to go through the votes one by one. You give them the full explanation up front and then you walk through the first vote. **Bob Lowrance** - Right. **Dave Decker** - If they say yes, you walk through the next one. We also need to think about where we're going to hold it. If we're going to have this amount of commitment, I hope that we're going to have a larger turnout than 300. We need to start looking for an alternative site now because it is a Saturday in May. **Glenn Dalton** - I can research that. What is the projected attendance? **Bob Lowrance** - 500, maybe. See if you can get us a place, please. **Glenn Dalton** - Okay. I think there's going to be a lot of people that want to question the Incorporation Committee. What role do you guys want them to take at the annual meeting? **Bob Lowrance** - If you try to give them all this and the Incorporation at the same time, their heads are going to be spinning. I think that you give them an update on the incorporation and that it needs to be mentioned during this. If we decide to go with either plan and then the incorporation happens, we can either pay the bonds off early or lower the assessments. I think that part of the

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incorporation should be done during this presentation. I think the other part should be done at a later meeting where we have another town hall meeting. **Glenn Dalton** - I'm just trying to get an idea of what we want them to do so we can convey it. **Bob Lowrance** - I don't know that we really want them to make a presentation. I think it would be confusing. **Dave Decker** - I think the conversation about incorporation has to be incorporated into this discussion. If you don't put it in there, it will be brought up and you will be answering a bunch of questions. **Bob Lowrance** - Absolutely. **Glenn Dalton** - Do we want the Incorporation Committee to make the presentation or do we want to bring it up during the presentation. **Dave Decker** - I don't think there should be a separate presentation. **Shaun Diltz** - Have we ever had a meeting not here before. **Dave Decker** - Not that I'm aware of other than when the building burnt down. **Glenn Dalton** - Jerry, where was that meeting at? **Jerry Theodore, 1346** - That meeting was at the old KC Hall in Bethalto, but it's a church now. We had another one at the Hamel Grade School. I don't know what their Saturdays are like, but that church has a lot of room. I would just leave the incorporation as an option because unless there is some significant event, which this road plan might be, that $\frac{2}{3}$ vote doesn't look like it's going to be made. That's not a committee opinion. That's my opinion as part of the Committee. **Bob Lowrance** - Does anybody have anything in addition to add to the Annual Meeting? **Mack McCormick, 1309** - If they do agree to the Road Plan, will the roads be acceptable at \$8,000,000 to be taken over by the township? **Bob Lowrance** - No, because the township typically requires 50' wide right of way with 24' roadway. **Mack McCormick, 1309** - While we're doing these roads, can we make them 24' wide. **Bob Lowrance** - I don't know if we have enough easement and they would still want the 50' right of way. **Jeannie Abert** - This is Moro Township you're talking about. **Bob Lowrance** - No. This is all 4 townships. **Mack McCormick, 1309** - If we incorporate, would the MFT money lower your bond rate? **Bob Lowrance** - It wouldn't lower your bond rate, but you could pay the bond off with that money. I would assume you could because you have to pay for roads with it. **Mack McCormick, 1309** - So you would add the MFT money with that money. **Bob Lowrance** - Correct. That would be used to pay that down. I'm going to check with the Township to see if they will accept our roads with the repairs. The roads are not that wide. The size wasn't even a consideration back then. **Rob Frey** - I don't have the number on the top of my head. We'll look into it. **Bob Lowrance** - I'll check with the townships and we can verify everything.

New Business

Social Committee

Read by Glenn Dalton - The Social Committee is getting no support from the community and it is considering stepping down. Although the events conducted in 2017 were well received by the membership none are coming forward to help. Currently the Easter egg hunt will be their last event. Events currently on our 2018 calendar that will not be supported are 2 Comedy Nights, laser tag, beach party, 2 movie Nights, Trunk or Treat, and breakfast with Santa. No committee picked up New Year's Eve. **Dave Decker** - Just a point of clarity, there are only 2 officers at this point and they ARE stepping down. **Bob Lowrance** - Please put that on our next meeting Glenn so we can look into doing something about that.

Reserves

Presented by Shaun Diltz

Dave Decker - This is the year we do a deeper dive on it. We do a reserve study every couple years. The auditors are due in this week. This report is for them.

Dave Decker - Motions to approve the reserve study as submitted.

Jeannie Abert - Seconds.

All In Favor.

Motion Carries.

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Open Session

Nothing Discussed

Dave Decker - Motions to adjourn to executive session.

Shaun Diltz - Seconds.

All in Favor.

Motion Carries.

Meeting adjourned at 8:33 p.m.

Submitted by Misty Soliben