

**Holiday Lake Owners' Association, Inc.**  
**Board of Directors Meeting**  
**Thursday, April 14, 2011**

President Larry Ehrig called the meeting to order at 6:30 P.M.

**Members in Attendance:** Dee Brown, Larry Ehrig, Shannon Hershey, Duane Selken and Katie Tomlinson were present. Dale Howe and William Nagel were absent.

Katie Tomlinson read the treasurer's report as of March 31, 2011.

Katie Tomlinson read the current bills.

Larry Ehrig reminded everyone to sign in on the attendance sheet.

Larry Ehrig also reminded everyone present that the meeting was being recorded for the sake of documentation.

Larry Ehrig asked that anyone wishing to address the board of directors is to stand up and state their name and address for the record.

William Nagel arrived at 6:49 P.M.

**Additions to the Agenda:** New Business: D. U5L274-Eisele, U3L36-Hunt

**Agenda:** Dee Brown made a motion to accept the agenda as amended, Katie Tomlinson seconded, motion carried by unanimous vote.

**Hearings:** Tim Nagle (Austin Deimerly) Appeared regarding ticket was issued on July 3, 2010, for no sticker or orange flag on dirt bike, letter was sent out on July 21, 2010 Dee Brown stating that they had time to request a hearing with the Holiday Lake Board of Directors. Stickers and orange flag were not purchased for the dirt bike until August 9, 2010. The \$100.00 corporate assessment stands as is.

**Security:** Katie Tomlinson noted that the ticket books are being put together. Bruce Rhoads gave a brief report, of warnings given to new golf carts without orange flags or stickers. Bruce stated that the ATV's have a figure eight track way in the back of Wesley Drive. Holiday Lake owns all of this property and it is in Forest Reserve. Larry Ehrig instructed Darrin Ehret to put up a barricade and order a sign with the following wording "Warning: No vehicles beyond this point".

**Secretary Report:** Minutes were previously read by all Board members. Duane Selken made a motion to accept the Secretary Report as written, Dee Brown seconded, motion carried by unanimous vote.

**Treasurer's Report:** Katie Tomlinson made a motion to accept the report as of March 31, 2011, as read, Shannon Hershey seconded, motion carried by unanimous vote.

**Bills presented for payment:** Dee Brown asked about the check issued to Gary Showalter, Wendy Schwab explained, it was his deposit back from rental of the Community Center, as all rental deposits are immediately deposited into the operating budget. Dee Brown also asked about the check issued to Michael Huff Construction, Wendy Schwab noted it was for handicap rails and baby changing stations for the Community Center. Wendy Schwab stated the check for attorney Charnetski, Olson and Lacina was for two months. Dee Brown made a motion to pay the April bills, Duane Selken seconded, motion carried by unanimous vote.

**Maintenance Report:** Darrin Ehret read his report:

This was a busy month with the end of the winter season and the beginning of spring and the starting of the spillway project. The spillway has added a lot of extra work to an already busy season. I have had to remove several trees, dig a ditch, extend a culvert, move tons of dirt to fill a ditch, remove fence, signs

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and a power line at the beach. I will also have to reinstall the fence that Manatt's has removed and repair the fence that they removed and reinstalled, as well as make several repairs to the roads that were torn up. This stuff was not covered in the bids received by the RIZ board, therefore it falls on my back and will take valuable time away from other things that need done. On a good note I thing spring is here and I have taken down the snow fence, removed the sander and plow and put them away for the season. I have hauled several loads of rock and started grading roads. I was able to get trees removed and chipped on Circle Dr., Waukonda, and E. Ridge. I was also able to get ditches dug in several places. I seeded last fall's ditches and finished up the Holiday Lake property located in Unit One Lot 171 by hauling out the scrap metal and leveling off the dirt and seeding. I removed a few stumps at Ryan's park, and finished patching holes and making repairs to the community building. Repairs to Powell's Park have started. Dustin painted two of the swing sets and I have started installing the new swing seats. I had to put our gates back up next to Morarie's property and install new chain and a paddle lock. They removed both so that they could cut trees on the lake property. I expect to be mowing next week and working on roads in preparation for chip and seal for the next month or so. Darrin asked the board of directors about office video system as the old one is completely gone. Dee Brown made a motion to spend up to \$750.00 on a security system for the office, Katie Tomlinson seconded, motion carried by unanimous vote. Darrin also stated that people are going around the barricades, The board of directors instructed Darrin Ehret to take down the barricades that he had put up. Larry Ehrig will contact Bruce Rhoads and have him issue warnings to anyone caught going around them.

**Accounting Advisory Committee:** No report.

**Community Center Report:** Katie Tomlinson reported the Community Center is going to be rented after the Pancake Breakfast on Sunday, September 4, 2011.

**Fish:** No report.

**Silt/Dredge Report:** No report.

**Rural Improvement Zone (RIZ):**

The Regular Meeting of the Holiday Lake Rural Improvement Zone Trustees was held at 6:30 P.M. on Thursday, March 3, 2011 at 3207 E Lakeshore Drive, Brooklyn, Iowa.

The meeting was called to order by President, Marvin Herman.

Trustees present: Rick Happe, Marvin Herman, Herb Richards (3)

Absent: Robert Hunt, Mark Baugh. (2)

President Herman appointed Herb Richards as acting Clerk in Mark Baugh's absence.

The minutes of the February 3, 2011 Regular Meeting of the Trustees were read and approved on a motion by Herb Richards, seconded by Rick Happe. Motion carried.

The Financial Report by Treasurer, Rick Happe, including a Balance Sheet, Income Statement with P&L Detail and the Check Register was also presented and reviewed. Happe reported a beginning checking balance of \$1,513.11, the only activity was \$ .12 interest earned, closing balance 2/28/2011 was \$1,513.23. The report was approved on a motion by Richards, seconded by Herman. Motion Carried

For old business, Herman reported that the Engineer presented the Construction Contract for his (Herman's) signature. The contract calls for 2 weeks notice prior to commencing work from the Contractor. Work is expected to commence around April 1<sup>st</sup>, weather permitting.

There were no Committee Reports.

Herman opened the floor for New Business. Happe handed out budget worksheets for all the Trustees to work on. Preliminary figures were assembled and Happe agreed to get them transferred to the Iowa Department of Management system. The Trustees decided to hold a Special (Public) Meeting March 14, 2011 at 3:00 P.M. at the Lake Office, 101 Buena Vista Dr. for the purpose of Adopting the Budget for FYE 6/30/2012. Publication will take the form of Public Notices Posted tomorrow, March 4, 2011, in 3 locations at Holiday Lake. These were determined to be, 1. The Front door of the office, 2. The Front door of the Community Center, 3. The Activity

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Board at the north entrance to the Lake. The Budget is due to be submitted to the Poweshiek County Auditor by March 15, 2011.

The following bills and expenses were presented for payment.

French-Reneker-Assoc.	Engineering Services (Inv. # 9336)	<u>\$ 420.00</u>
	TOTAL	<u>\$ 420.00</u>

On a motion by Richards, seconded by Happe, approval of the payment of invoices totaling \$420.00 for the above services was approved.

With no further business to discuss, the meeting was adjourned at 8:15 P.M. Next meeting will be a Special Public Meeting, on March 14, 2011 at 3:00 P.M. at 101 Buena Vista Drive, Brooklyn for the Adoption of a Budget for FYE 6/30/2012.

The next Regular meeting will be held April 7<sup>th</sup>. at 6:30 P.M. at the 3207 E. Lakeshore Drive, Brooklyn, Iowa.

**The Special (Public) Meeting of the Holiday Lake Rural Improvement Zone Trustees** was held at 3:00 P.M. on Monday, March 14, 2011 at 101 Buena Vista Drive, Brooklyn, Iowa.

The meeting was called to order by President, Marvin Herman. Herman stated the purpose of this Special Meeting was for public comment and the Adoption of the budget for FYE 6/30/2012.

Trustees present: Rick Happe, Marvin Herman, Herb Richards (3)

Absent: Mark Baugh, Robert Hunt. (2)

Also Present: Duane Selken, Holiday Lake Bd., Darrin Ehret, 2010 Franklin Dr.

President Herman appointed Herb Richards as acting Clerk in Mark Baugh's absence.

Herman stated the purpose of the meeting was the discussion, public comment and adoption of the Holiday Lake Rural Improvement Zone Budget for FYE 6/30/2012. Happe handed out copies of the budget and a budget detail worksheet for all present.

Discussion ensued with the result of a Motion by Herb Richards to adopt the Budget for FYE 6/30/2012 as presented. The Motion was seconded by Happe and approved on a unanimous voice vote.

Herman also reported that a pre-construction meeting was scheduled for March 29, 2011 at 10:00 A.M. for the Engineer, Contractor Representative and Lake Officers and management to work out the operating details for the Emergency Spillway Improvement Project.

With no further business to discuss, the meeting was adjourned at 3:20 P.M. Next regular meeting will be April 7<sup>th</sup>. at 6:30 P.M. at 3207 E. Lakeshore Drive, Brooklyn, Iowa

Rick Happe asked to borrow an additional \$97,000 for the spillway project with a 6% interest payback to the Holiday Lake Owners' Association, Inc. It was discussed to take the money from the Certificates of Deposit at the Chelsea Bank. These certificates of deposit currently pay less than 2% interest. This loan will not affect the current operating budget. Duane Selken made a motion to loan \$97,000 to the Rural Improvement Zone Trustees, Katie Tomlinson seconded, motion carried by unanimous vote.

**Old Business:**

**A:** Spring Clean Up Weekend - The weekends for clean-up will be April 30 and May 7, 2011. 9 am - 3 pm

**B:** Composting pile Every Saturday, April 30 - October 29, 9:00 am to 3:00 pm. - Darrin Ehret asked if someone has a big project to notify the Holiday Lake Office ahead of time and arrangements could be made for Darrin to bring the chipper to that lot and do it there as opposed to having lot owners haul it to the compost pile.

**Dick Osborne** - stated a Pancake Breakfast would be provided the day of the Triathlon at a cost of \$6.00 per person.

**C:** Hearing, small claims - HF01, 02, 04, 05 for fees not paid was Monday, March 28, 2011. Wendy Schwab and Duane Selken attended, no one from the HF Corporation appeared. The judge ruled in favor of Holiday Lake and entered a Judgment entry against the HF Corporation.

**D:** Building permit - U6L88 - Maxfield. Received the building permit, this will be taken off of the agenda.

**E:** Building permit - U6L173, 174, 175 - Lerch. This will be taken off of the agenda as Mr. Lerch is not going to build at this time.

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**New Business**

- A:** Summer help for maintenance - Duane Selken made a motion to hire Dustin Ehret as needed with wages of \$7.25 per hour, Katie Tomlinson seconded, motion carried by unanimous vote.
- B:** Summer help for office - Sharon Herman will help in the office as needed on Saturday's and when Wendy Schwab is on vacation. Larry Ehrig instructed Wendy Schwab to have Sharon Herman start helping earlier next year.
- C:** Roads-Manatt's - Duane Selken made a motion to hire Manatt's to chip and seal roadways as marked on map at a cost of \$156,334.20 Dee Brown seconded, motion carried by unanimous vote. Larry Ehrig also noted that the \$120.00 Supplemental fee is used to seal coat the roads and that it will be up for vote at the August 13<sup>th</sup> annual meeting, the board will be asking for an increase of \$30.00 per lot owner to help cover more of the roads.
- D:** Septic replacement - U2L106-Reynolds, U5 L274-Eisele, U3L36-Hunt - for documentation purposes only.
- E:** Install culverts - U4L84-Brickman, U2L218-Wilson - for documentation purposes only
- F:** New boat lift and dock - U1L54-Busch - for documentation purposes only
- G:** Move dirt - U4L97,98-Weese - for documentation purposes only
- H:** Building permit - U5L64-Hinkle, Duane Selken made a motion to approve building permit for Hinkle William Nagel seconded, motion carried by unanimous vote.
- I:** Tree Removal-U3L46,47-Lemert,U2L359-Morgan,U2L26-Higgins,U5L22,23-Holst,U5L162,163-Ehrig,U2L130-Snyder,U2L297-McKenna,U4L285,286-Kopecky, U2L217-Wilson - for documentation purposes only
- J:** Paid lot owners - Wendy Schwab, Holiday Lake Office Manager reported that 441 lot owners out of 816 have paid their maintenance fee, which leaves 375 lot owners to pay, more have paid in April. Wendy Schwab expressed her gratitude to Kay Cline and Joyce Harrison who have volunteered their time to help in the office as needed.

**Communication received by the Board:**

- A:** Terry Maxfield - road repair - Terry questioned the amount he was asked to pay for road repairs from his House project on lot 88 located in unit 6 on Capitol Drive, when Manatt's has torn up the road from the spillway construction. It was explained the road repair of the spillway was being paid by all lot owners because if the dam broke no one's property would be worth anything. Terry Maxfield stated he would pay the bill only one time as the construction of his house is going to take six months to complete.

Our next board meeting will be May 12, 2011, at 6:30 P.M. in the Holiday Lake Community Center.

Motion to adjourn was made by Dee Brown, seconded by Duane Selken, motion carried by unanimous vote.

The meeting was adjourned at 7:45 P.M.

Minutes taken and typed by Wendy Schwab, Holiday Lake Office Manager

Wendy Schwab - Holiday Lake Office Manager

Attest to:

Larry Ehrig- Holiday Lake Board President