

**Holiday Lake Owners' Association, Inc.
Regular Monthly Business Board Meeting
Thursday, September 13, 2018
Holiday Lake Community Center, 6:30 P.M.**

Notice

^ *Holiday Lake Owners' Association, Inc. holds a monthly business meeting on the second Thursday of each month.*

^ *To assist the Board of Directors in making these meetings run as efficiently as possible, all lot owners requesting to address the board are required to complete a Request of Holiday Lake Lot Owners form prior to the start of the meeting.*

^ *During the Board Meeting only questions for clarification purposes will be accepted.*

Call Meeting to Order by: Katie Tomlinson, President

Time: 6:40 pm

Roll call

Board of Directors present: 5

X	Bille Jean Snyder Present	X	Dennis Jones -- Present
X	Katie Tomlinson -- Present		Todd Eiler -- absent
	Jay Hoskey -- Absent	X	Wayne Worthington -- Present
X	Ron Crooks -- Present		

Confirmed a quorum by Ron Crooks, Secretary

President Tomlinson stated: "Monthly Board meeting attendance sign in sheet is located on the back table.

Meeting will be recorded for the sake of documentation.

All lot owners requesting to address the board are required to complete a Request of Holiday Lake Lot Owners form prior to the start of the meeting.

Holiday Lake Property owner wishing to address the board of directors is to stand up and state their name and address for the record.

Anyone attending that is not a Holiday Lake property owner of record is welcome to attend, however will not be given the opportunity to interact during Holiday Lake Owners' Association Inc. regular monthly business meeting."

Additions to the Agenda

Adoption of the Agenda with corrections/additions:

Motion to accept with additions by: BJ Snyder 2nd By: Dennis Jones
Aye 4 Nay 0 Abstain 0 Motion carried by voice vote

Minutes of July 12, 2018, Regular Board Meeting: Corrections/Additions: Correction by Katie on T-shirts

Motion to accept with corrections by: BJ Snyder 2nd By: Wayne Worthington
Aye 4 Nay 0 Abstain 0 Motion carried by voice vote

Minutes of the August 9, 2018, Regular Board Meeting: Corrections/Additions?

There was no meeting due to not enough Board members for a quorum.

Motion to accept as written by: BJ Snyder 2nd by: Ron Crooks
Aye 4 Nay 0 Abstain: 0 Motion carried by voice vote.

Treasurer's Monthly Report July 31, 2018, and August 31, 2018 presented by Wayne Worthington, Treasurer

Community Center AV \$220.00, Playground Equipment \$ 6981.80, Pickle Ball Court \$880.00, S Dock RR \$350.00, Beach Swim Platform \$272.75

Corrections/Additions? Wayne Worthington made clarifications on these financial reports, and BJ suggested that copies of the balance sheets, financial reports and fish fund report be made available for meeting.

Motion to accept as presented by: BJ Snyder 2nd By: Dennis Jones
Aye: 4 Nay: 0 Abstain: 0 Motion carried by voice vote

Expenditures/Bills for July, August & September 2018 as prepared by Wayne Worthington, Treasurer

Motion to accept as presented by: BJ Snyder 2nd by Dennis Jones
Aye: 4 Nay: 0 Abstain: 0 Motion: Carried by voice vote

Security – Bruce Rhoads

The lake is winding down for the summer with only a few issues dealt with by Security. Fireworks issues, several ATV's and a mini bike were stopped (juveniles) for no stickers and told to leave the lake. 147 hours used with 220 hours remaining.

Maintenance Department- Eric Slagle

1. Worked with Poweshiek Water Association to update our agreement for road repair when a new water service or repair is completed. This has been in place since 2008, but has not been utilized or followed. No billings have been made or any monies received since 2008. It was agreed to audit the past 3 years and make current. New agreement went into effect on 8.28.18.

2. Roads –
 - a. Graded and worked on ditches on Dee & S. Lakeshore
 - b. Graded and added millings on Caron Dr & Barbara (14 loads)
 - c. Graded and added millings on Joel (4 loads)
 - d. Fixed large water leak area on N. Lakeshore near Reeves/Cline (1 load millings)
 - e. Fix washouts on roads from large rain (Grant, Park Ct, Caron, Barbara)
 - f. Continue to work on Larry's Dr – very muddy from storm, bad silt wash
3. Repairs – Batwing mower axle & hitch broke and repaired. Clutch on salt spreader.
4. Had a volunteer workday to do cleanup and trimming at the Campground
5. Graded Sand and pulled up on beach
6. Installed (1) New toilet at Campground (women's was leaking) and added supports to both sinks to help support them
7. Added (3) new LED light fixtures at the Powell Park basketball court. 2 fixtures illuminate the court and 1 fixture faces toward playground
8. Fixed up floating docks after storm. South boat dock will need some further repair once busy season has subsided. Main boat dock needs to be leveled and repaired. Bumpers are needed in many locations.
9. Will monitor and clean out the storm drains and drainage culverts after the big rain storm. Have begun working on some of these. RIZ will assist with silt dam cleanout at Larry's and N. Lakeshore.

Beach/Beach House/Park Restrooms – Lynn Baustian

Lynn reported that he is back from vacation and thanked Donna Baustian.

Hearings: BJ Snyder moved and Wayne Worthington seconded a motion to table action on the boundary fence situation involving the DeGeeters, Stoops and the Holiday Lake Association. Motion made to table this matter until a special meeting of all board members can be held.

Motion made by: BJ Snyder 2nd by: Wayne Worthington

Aye: 4 Nay: 0 Abstain: 0 Motion carried by voice vote.

Updates:

RIZ: Mike Beumer. Northeast Lakeshore culvert needs replaced. Larry's Drive silt pond needs to be dug out (possibly by Faas since they have a longer arm). May be tight on money this year for replacing culverts, may be next year. Another concern is on bottom of Fleur Drive. A lot of water came down and pushed rock into the lake. Will dig in and reclaim as much as possible after Cline's yard is established. Will continue to do scheduled work.

Kid Kove: Chris Di Naso not present. Heidi Sunkle gave updates. August car wash had 7 kids involved. Next event is September 22nd at the Community Center painting rocks. Will meet once a month during fall/winter months.

Upcoming Events for September: There is a dance hosted by Connie Sjerven, scheduled at the Community Center on September 15 that will be opened to the public after 8 p.m. Kid's Club will be starting this month on Thursdays.

Committee Reports-

Community Center- Kim Pendarvis reported the Pancake Breakfast was the best ever making a profit of \$4,132.69. Good sales of lake apparel. Have new items coming with new Holiday Lake emblem (water bottle koozies, sweatshirts with kangaroo pouch). They will be available at the office. Kim reminded the Board of the upcoming renewal (December 2018) of the trademark for the apparel design. Kim requested Board approval to purchase rubber cord protector for safer use of extension cords at Community Center.

Motion made by Wayne Worthington to allow \$50.00 to purchase this item.

2nd by: Ron Crooks

Aye: 4 Nay: 0 Abstain: 0 Motion carried by voice vote.

Kim brought up holding spots on 2019 calendar for events held annually (such as Pancake Breakfast, Fish fundraisers, Kids Club, 4th of July, etc. Discussion of dates for Fourth of July celebration was tabled

Memorial Plaza- Phil Reeves Memorial by Sheri McLaren. Sherie McLaren submitted a picture of the memorial bench. Discussion was held regarding having these benches match the other benches already placed around the Lake. BJ Snyder and Kim Pendarvis will work with Sherie McLaren in securing the benches. Mary Little reminded the board she also creates metal benches and will drop off pictures of her work at the office. To report back in October.

Approval for Adult Game Night on Sept. 7, requested by Chris DiNaso and Brenda Johnson. Approval given for future game nights.

Approval given for Friday 2018-19 Bag League from November to March to be held in the Community Center as in the past several years.

Kent Church Request by Kay Cline—to use the Community Center on Sunday May 5, 2019 for a fundraising brunch.

Motion by Wayne Worthington to approve Kent Church to use the Community Center for their fundraiser without paying rent. 2nd by: BJ Snyder.

Aye: 4 Nay: 0 Abstain: 0 Motion carried by voice vote.

Fish Committee- Lynn Baustian- Fish stocking completed with 1500 walleye, 1500 perch and 1000 small bass, and fish structures installed. Lynn Baustian stated the Fish Committee will pay for the aerator in Bozo Pond. Specs will be secured by Aquatic Environmental Consultants. Aquatic Environmental Consultants believe it is necessary to aerate Bozo. Need permission from Board to install electrical outlet for aerator on Bozo's pond. Request was made for Holiday Lake Owners' Association to pay for electricity. Was recommended that both Andy's and Bozo be treated.

HOA: Carol Sherwood gave an update. Stated that meetings were now being held every Tuesday night from 6-7 at the Community Center. They are still working on getting the 30 day test up and running and that Vicky Hilpipre, Holiday Lake office staff would be named administrator.

New Business:

A. Building Permit Application

a. Unit 6, Lot 36 – Gonzalez: 18x20 Concrete Slab for Shed	Submitted: July 26	Site Visit: Aug. 2
b. Unit 5, Lots 118 & 119 – Reel/Jones: Level lot, retaining wall	Submitted: Aug. 11	Site Visit: Aug. 11
c. Unit 1, Lot 272– Kinkade: 30'x40' Garage	Submitted: Aug. 17	Site Visit: Aug. 27
d. Unit 5, Lot 50 – Trost: Add Shower Room	Submitted: Aug. 18	Site Visit: Aug. 23
e. Unit 5, Lot 192 – Forey: 36x24 Garage	Submitted: Aug. 18	Site Visit: Aug. 23
f. Unit 3, Lot 89 – Kroeze: Replace Decks	Submitted: Aug. 24	Site Visit: Aug. 27
g. Unit 1, Lot 410 – Richard: Replace Deck, 8x10 Sun Porch	Submitted: Aug. 17	Site Visit: Aug. 17
h. Unit 6, Lot 97 – McCoy, New Berm Home	Submitted: Aug. 30	Site Visit: Aug. 30
i. Unit 5, Lot 116, 117 – Stickfort: Replace Existing Home w/New (survey)	Submitted: Aug. 30	Site Visit: Aug. 30
j. Unit 4, Lot 162 – Schwarck: Level lot/setup for camping (sept, elec., water)	Submitted: Aug. 31	Site Visit: Sept. 12
k. Unit 3, Lot 221 – Sanderson: Landscaping/Wall/Etc. (slated April 2019)	Submitted: Aug. 31	Site Visit: Sept. 12
l. Unit 5, Lot 169 – Brown: Replacing Shed with 12x20 Portable Shed	Submitted: Sept. 1	Site Visit: Sept. 12
m. Unit 1, Lot 100 – Shirkey: Replacing Current Boat Lift	Submitted: Sept. 12	Site Visit: Sept. 12
n. Unit 5, Lot 1 – Storm – Moving Dock Back (from high water)	Submitted: Sept. 12	Site Visit: Sept. 12
o. Unit 6 – Erosion Control Plan – Cline: Seeding w/material grass		

Motion made by Wayne Worthington, second by Dennis Jones to approve items a-h. All Ayes, Motion approved.

Motion made by BJ Snyder, second by Wayne Worthington to approve items j-o. All Ayes, Motion approved.

B. Tree removal

- a. Unit 1, Lot 187 – Beumer
- b. Unit 4, Lot 327, 328 – Widner
- c. Unit 5, Lot 118, 119 – Reel/Jones
- d. Unit 6, Lot 36 – Gonzalez
- e. Unit 6, Lot 6 – Kriegel
- f. Unit 6, Lot 97 – McCoy
- g. Unit 6, Lot 166 – Kinkade
- h. Unit 5, Lot 67 – Koenig

Motion made by Wayne Worthington, second by Dennis Jones to approve tree removal permits. All Ayes, Motion approved.

C. Culverts:

- a. Language Revision: Culvert Installation Application, Division V Form 8, Page 47 of 69.

Form 8 (2018)

HOLIDAY LAKE OWNERS' ASSOCIATION, INC.
101 BUENA VISTA DRIVE, BROOKLYN, IA 52211
CULVERT INSTALLATION APPLICATION COVER SHEET

TO ACCOMPANY REQUIRED MATERIAL

Lot Owner Name: _____ Phone Number: _____

Unit: _____ Lot Number: _____
Iowa One Call: 800-292-8989: Date: _____ Time: _____
Confirmation Number: _____
Date Approved by Building Committee: _____
Date Culvert Installed: _____
Building Committee Member Signatures: _____

Culvert Installation Site Maintenance

A driveway culvert and suitable base for driveway must be installed prior to any excavation or delivery of materials to the job site. This provision may temporarily be waived upon request to the Building Committee when in their judgment there is insufficient ditch depth to adequately cover the culvert pipe and it is apparent that the weight of delivery trucks will bend the pipe. Waiver of the culvert pipe installation shall be written on the Holiday Lake Culvert Application Cover Sheet by the Building Committee.

Prior to culvert installation, an emergency sign or house number with unit and lot number shall be visibly posted to facilitate deliveries and inspections.

Lot lines must be clearly marked.

Flags must be placed at both ends of where the culvert is to be installed.

Culvert size shall be 12" minimum diameter and 40' maximum length. Subject to review by the Building Committee on a case-by-case basis, any new construction or placement of culvert is required to have a 5' clean out between each culvert in order to maintain ditches.

Culvert material shall be dual wall plastic.

This Culvert Installation Application Form is required to be filled out and pre-approved before any work begins. The expense of obtaining proper size culvert is the responsibility of the property owner. Installation of culvert includes cleaning out the ditch to proper depth, installing culvert and covering culvert with appropriate materials. It is recommended that ditches for culverts be dug out and installed by Holiday Lake Owners' Association, Inc., maintenance personal.

Motion to amend culvert installation revisions by Wayne Worthington. 2nd by: Dennis Jones
Ayes 4 Nays: 0 Abstain: 0 Motion carried by voice vote.

- b. Unit 2 Lots 30 & 31 – Hala
- c. Unit 6 Lots 45 & 47 – Staf
- d. Unit 3, Lot 140 – Brandhorst
- e. Unit 1, Lot 272 – Kinkade

Motion to approve culvert applications by BJ Snyder. 2nd by: Wayne Worthington.
Ayes: 4 Nays: 0 Abstain: 0 Motion carried by voice vote.

- D. Rules and Regulations
 - a. Division II – Sec. B Roads. Discussion was held regarding allowing those under 14 years of age to drive golf carts with an adult sitting next to them. No motion was made or seconded. Revision died.
 - b. Sec. D Miscellaneous

2016 RULES AND REGULATIONS OF HOLIDAY LAKE
DIVISION II
USE OF LAKE AND OTHER PROPERTY
D. Miscellaneous Rules
Item 10
Pages 8-9 of 69

- 10. The Board of Directors of Holiday Lake Owners' Association, Inc. encourages all lot owners to resolve to treat other lot owners with respect. To that end, the Board resolves as follows:
 - a. **As a courtesy to others, keep noise at a low volume whether at campsite, yard, dock, deck, watercraft or land craft. Therefore, the following restrictions will apply at the Holiday Lake subdivision:
Sunday – Thursday between the hours of 10:00 pm and 8:00 am loud noise volume level shall not be allowed.**

Friday – Saturday and Holidays between the hours of 12:00 am (midnight) and 8:00 am loud noise volume shall not be allowed.

- b. The common areas of the Holiday Lake include the roads, the beach, the boat docks, parking lots, Holiday Lake, Andy's Lake, Bozo Lake, the parks, and the compost pile.
- c. While common areas are used by all, and all must respect the rights of others, as well as the posted hours.
- d. Boaters must be observant of swimmers in the water; they have control of a motorized vehicle.
- e. Anglers and boaters must respect lot owners getting boats out of lifts. Both need to stay alert to others using the waters.
- f. Those using the roads need to be courteous and observe basic rules of the road.
- g. When using the beach and restrooms, when putting in boats at the docks, when using the compost pile, and when using all other common areas, everyone must observe the rules and respect those areas so that others can also use them.

Motion made by: Wayne Worthington

2nd by: BJ Snyder

Ayes: 4

Nays: 0

Abstain: 0

Motion carried by voice vote.

- c. Division III – Sec. G - Miscellaneous Provisions – Sheds

2016 RULES AND REGULATIONS OF HOLIDAY LAKE

DIVISION III

BUILDING REGULATIONS

G. MISCELLANEOUS PROVISIONS

Sheds

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- 1. All sheds shall be placed within the building lines of the certified lot lines.
- 2. **Permit requirements:** A building permit is required when the detached building is over 192 square feet –or- 12'x16' overall size. Regardless of the size, the structure must still be built according to current codes and as per Holiday Lake Owners' Association building guidelines. All sheds under this size guideline will be considered "portable" and do not require a building permit, and can be placed within the certified lot lines with no setback requirements.
- 3. If the detached building is behind the primary structure (home), a distance of 3 feet must be maintained between any portion (including overhangs) of the detached structure and the primary structure.
- 4. Exterior finishes shall coordinate or match the finish of the home or surrounding structures. Finish may either be: wood, brick, brick veneer, stone, aluminum, vinyl siding, or steel lap siding or cement board is acceptable. Horizontal / Vertical ribbed metal siding is prohibited.

Motion made by: Wayne Worthington

2nd by: BJ Snyder

Ayes: 4

Nays: 0

Abstain: 0

Motion carried by voice vote.

- d. Division III Building Regulations D> Docks, Shoreline Protection, Drainage Areas, and Silt Removal

2016 RULES AND REGULATIONS OF HOLIDAY LAKE

DIVISION III BUILDING REGULATIONS

D. DOCKS, SHORELINE PROTECTION, DRAINAGE AREAS, AND SILT REMOVAL

Docks & Boat Lifts

Pages 17-18 of 69

- 6. Any major renovation or building of a new dock or boat lift requires that the Lot Owner FIRST contact the Holiday Lake Office to submit plans and obtain a building permit.
 - a. Plans shall show dimensions, materials, and placement on lot to the satisfaction of the Building Committee.
 - b. **NO CONSTRUCTION OR RENOVATION SHALL OCCUR WITHOUT A PREVIOUSLY ISSUED BUILDING PERMIT.**
 - c. Failure to obtain a building permit prior to commencing construction will result in a corporate assessment of \$250.

7. If an outside vendor watercraft is used for any reason on Holiday Lake to install a new / repair / replace a dock, lift, shoreline repair, boat winterization, material deliveries, etc. they must provide their own equipment which will be inspected prior to entering the waters of Holiday Lake.

Holiday Lake Lot owner must provide the following to the Holiday Lake Office prior to work beginning:

1. **Completed building permit**
2. **Your name and address of where work will be done.**
3. **Vendor name**
4. **Date of vendor visit**

Vendor is required to check self and watercraft in at Holiday Lake Office before entering Holiday Lake itself. If vendor does work when office is closed, arrangements must be made with maintenance / board member personnel citing lot owner(s) name and address where service is requested.

Watercraft must be INSPECTED BY HOLIDAY LAKE EMPLOYEE / BOARD MEMBER BEFORE ENTERING OUR WATERS. Watercraft will be inspected for and not limited to –oil/gas leaks, vegetation, algae, mussels, and any growth on watercraft, pontoon floats, equipment, and materials that will be used or installed in our waters.

Failure for lot owners to comply with the above rules will result in a corporate assessment of \$250.00.

Failure for vendors to follow the Holiday Lake Rules and Regulations will result in but not limited to the following:

1. **Asked to leave immediately.**
2. **Will be prohibited from doing any business / service / repair / replace / or install new that requires access to our waters or Holiday Lake property.**

Motion made by: BJ Snyder

2nd by: Dennis Jones

Ayes: 4

Nay: 0

Abstain: 0

Motion carried by voice vote

Section 7 is in response to outside vendors bringing their watercraft into Holiday Lake waters and the need for Holiday Lake to protect our waters.

- E. No Holiday Lake Owners Association Owned Lots For Sale now or in the future. These lots are being held for future water shed projects.
- F. Poweshiek Water –Road Maintenance Agreement
- G. Flood Update
- H. Propane Contracts for 2019 – No information.
- I. Mural Project for Beach Wall – Pendarvis/Baustian. Motion made to allow a committee to be formed to work with BGM Art instructor, students and community members on this project.

Motion by: Wayne Worthington 2nd by Dennis Jones.

Ayes: 4

Nays: 0

Abstain 0

Motion carried by voice vote.

Unfinished – Old Business:

Playground Installation Plans. Rick Kriegel and other volunteers will be installing the new equipment in upcoming few weeks.

Lot Owner Discussion Items:

Unit 3, Lot 89 – Steven Kroeze: Caron Drive Barricade (Better Communication of Date Closures and Reasons)

Unit 2, Lots 114-115—Larry Ehrig. Wants this Board to undo what previous board had done regarding businesses in the Lake, be watchful of non-members having access to Holiday Lake, shared history about different sections of how the common grounds were obtained and the intended purpose of said grounds, stated property line fence important to maintain, and other view points for the new board to consider

Motion to adjourn: Motion by: BJ Snyder

2nd By: Wayne Worthington

Aye: 4

Nay: 0

Abstain: 0

Motion carried by voice vote.

Meeting adjourned at: 8:53 p.m.

**Next Regular Board Meeting
6:30 P.M. October 11, 2018
Holiday Lake Community Center**

RESPECTFULLY SUBMITTED:

Ron Crooks, Secretary

ATTEST TO:

Katie Tomlinson, President