

# Tri-Par Estates Park and Recreation District

## Minutes

### Board of Trustees - MEETING

June 16, 2020

**TIME:** ..... 7:01 PM

**CALL TO ORDER:** ..... Chairman Koenig

**ROLL CALL:** ..... Carol Bryant

**PRESENT: In Attendance:** .....Chairman Koenig, Ron Houchin, Toni Borman, Michael Neff,  
Laurie Legler, Birdie Bollenbacher, Dan Via, Daryle von Holdt

**Absent:** .....Cynthia Little-Koenig

**ALSO PRESENT:** .....Lee Morris, Park Manager; Carol Bryant, Meeting Recorder

**OPENING COMMENTS** - Chairman Koenig reviewed the process for viewing on Zoom.

#### 1. APPROVAL OF PRIOR MEETING MINUTES

- **Chairman Koenig** asked for approval of the Minutes of the May 19, 2020 Board of Trustees Workshop and the Minutes of the May 19, 2020 Board of Trustees Meeting.
- **Trustee Borman made a motion to accept the Minutes of the May 19, 2020 Board Workshop and the May 19, 2020 Board Meeting as written and presented.**
- **Trustee Neff seconded the motion.**
- The motion carried on a unanimous roll call vote.

#### 2. FINANCIAL APPROVALS

- **Trustee Treasurer Legler** reviewed the May 2020 Financial Report.
- **Trustee Neff made a motion to approve the May 2020 Financial Report.**
- **Trustee von Holdt seconded the motion.**
- The motion carried on a unanimous roll call vote.

#### 2a. INVOICE APPROVAL

- **Chairman Koenig** stated that under Financial Approvals there is also an invoice from Adams and Reese, LLP in the amount of \$12, 440.25 that requires Board approval.
- **Trustee Houchin made a motion to approve and pay the invoice to Adams and Reese, LLP in the amount of \$12, 440.25.**
- **Trustee Borman seconded the motion.**
- The motion carried on a unanimous roll call vote.

#### 3. PURCHASING LIMIT RAISED to \$2,000

- Park Manager Lee Morris reviewed his memorandum requesting to raise the limit of disbursement of funds, without prior approval of the board of trustees, from \$1,000 to \$2,000.

Chairman Koenig noted that the current limit has been on the books for many years and during that time things have increased with inflation and this increase to \$2,000 is necessary.

- **Trustee Borman made a motion to accept the raised limitation for internal spending.**
- **Trustee Bollenbacher seconded the motion.**
- **The motion carried on a vote of six (6) yea and one (1) nay:**

Trustee Houchin – yea

Trustee Bollenbacher - yea

Trustee Borman – yea

Trustee von Holdt - yea

Trustee Neff – yea

Trustee Via - yea

Trustee Legler – nay

#### **4. ENGINEERING SERVICES – Pool and Spa Resurfacing and Modifications**

- Lee Morris reviewed his memorandum with recommendations for engaging Kimes Engineering to provide engineering services, detailed in their proposal, for pool and spa resurfacing and modifications. Cost not to exceed \$7,500 and this must be completed within this budget year.
- Chairman Koenig noted this engineering firm has done work for Tri-Par in the past. In 2008 they did engineering work for the pool, and that project was over \$200,000. They are knowledgeable on our pool and spa.
- Trustee Houchin raised a question about bid coordination. Lee Morris noted this will be done by the Florida Association of Purchasers. Trustee Houchin asked if we will be required to take the lowest bid. Mr. Morris answered we will not be required to accept the lowest bid. Trustee Houchin asked who will provide construction coordination. Mr. Morris noted that interim construction inspections are \$400 each and we can request them when we have questions.
- **Trustee Houchin made a motion to accept this proposal from Kimes Engineering for an amount not to exceed \$7,500.**
- **Trustee Borman seconded the motion.**
- The motion carried on a unanimous roll call vote.

#### **5. UNFINISHED (Old) BUSINESS**

- Trustee Borman noted how beautiful the new feature wall is in the Clubhouse and raised the question if funding can be made available to do the same on the back wall in the Clubhouse. Mr. Morris responded that there is not enough money left from the initial appropriation for the front wall to complete the back wall.

#### **6. NEW BUSINESS**

- Chairman Koenig welcomed Pastor Don Olson from the Evangelical Covenant Church of Tri-Par. Pastor Don thanked the Board for letting him be here and noted that the church has been meeting here for 60 years. They learned that Tri-Par Estates recently put a new sound system in the Clubhouse, which the church uses for their Sunday service. Pastor Don presented Tri-Par estates with a check for \$2,000 from the Evangelical Covenant Church of Tri-Par to help cover the cost for the new system. On behalf of all of Tri-Par Estates, Chairman Koenig thanked Pastor Don for the contribution.

#### **7. PUBLIC INPUT**

- Trustee Bollenbacher reminded everyone there will be a coffee this Saturday, June 20<sup>th</sup> at 9:00 AM in the Clubhouse. There will be a picnic on Saturday, July 4<sup>th</sup> in the Clubhouse at Noon. Tickets for the July 4<sup>th</sup> picnic will be on sale in the office and at the coffee on June 20<sup>th</sup>.

- Trustee von Holdt - due to recent thefts within Tri-Par, Trustee von Holdt reminded residents to lock their homes and sheds to secure their items. Also, be aware of phone scams and remember it's not safe to give out your personal information over the phone.
- Trustee Neff noted that the Library is now open. You need to use your FOB to get into the building. Changes are being made to make room for a new computer in the Library. The computer will be available for use by residents. Trustee Legler asked if the computer at the Library will require residents to use a password for Tri-Par guests? Trustee Neff responded it will be a public computer on Tri-Par Wi-Fi. Lee Morris noted that there will be public domain software that erases each session, so that the person using the computer after you would not be able to see passwords, etc.
- Lee Morris noted that the Tri-Par Estates website provides up to date information for residents, including board meeting dates, agendas, meeting minutes and there is also a new feature with an emergency strip that scrolls across the top of the page with immediate notices. Website is at triparpark.org. The community TV channel is also available for information on a secondary basis.

#### 8. ADJOURN THE BOARD MEETING

- **Trustee Neff made a motion** to adjourn the Board Meeting.
- **Trustee Borman seconded the motion.**
- The motion carried on a unanimous roll call vote.
- **The Board Meeting adjourned at: 7:23 pm**

*This copy of the Minutes of the aforesaid Meeting of the Board of Trustees of Tri-Par Estates has been transcribed for approval by the Board of Trustees at the next called meeting of the Board.*