



### Board of Directors

Fernando Da Silva (2019 – 2022) – President	Brien Carlson (2018 – 2021) – Rules and Regulations
Lorena Lemus (2019 – 2022) – Vice President	Charles Nunes (2019 – 2022) – Maintenance
Joyce Aldrich (2020 – 2023) – Secretary	Brenda Critzer (2018 – 2021) – Management
John Watkins (2020 – 2023) – Treasurer	Tom Barcellos (2018 – 2021) – Collections (Absent)
Mark Schieber (2020 – 2023) – Park Use & Public Relations	

Members Present – 20

Meeting called to order at 10:15 am by Fernando Da Silva.

**Charlie Weeks (Locker 7) made a motion to approve the minutes of the March 14, 2020 meeting, seconded by Kim McKenzie (Locker 107).**

### President's Address

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1. Please turn off all cell phones.
2. This meeting is restricted to members only.
3. This is a volunteer Board. No one is paid for their time. Board members are reimbursed for out-of-pocket expenses.
4. Discussion of issues can become heated and emotional, but everyone deserves to be treated with dignity and respect.
5. All meetings of the Board are open to any members of the Association. Members who are not on the Board may not participate in any deliberations or discussions unless expressly so authorized by a quorum of the Board of Directors.
6. Members may participate in the meeting during the Member's Comments section of the agenda.
7. Questions, comments, or suggestions will be referred to a Board member, as appropriate or taken into consideration by the Board for research, review and discussion, and placed on next month's agenda.
8. Holiday RV Park's meetings and procedures are governed by our bylaws, CC&Rs and rules adopted by the Board.
9. Fernando Da Silva expressed his gratitude for the Board, thanked Brien Carlson for his many years of service to the Park, acknowledged the Park Manager, staff and bookkeeper for their hard work and commitment to the Park.

### Certification of Quorum – Joyce Aldrich

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As a reminder, if you have not voted yet you are welcome to do so within the Zoom chat area. Please message Aaron directly and allow for time to verify certain information.

A total of 515 ballots were received from our owner members this year, a little more than usual. That total comprises 58.86% of the entire Association of 875 shares. Therefore, we do have a quorum and the results of the election will be announced shortly!

### Correspondence – Mark Schieber

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I don't have any hard correspondence as of this meeting, but as you know a lot of recent feedback has been about the ongoing construction, size of our spaces, the quality of the dog run, etc. I communicate with Julie and the office staff on a regular basis and despite these common complaints, things have been relatively quiet. I believe that things are moving in the right direction.

## Committee Reports

### Financial Report – John Watkins

Park Accounts	Balance (12/30/20)	Annual Comparison	Jan - Dec 2020	Jan - Dec 2019	Difference	% Change
Mechanics Bank–Operating	\$81,305.62	Income	\$1,267,668.50	\$1,277,415.08	-\$9,746.58	-1%
Mech. – Laundry	\$16,936.87	Expense	\$926,836.48	\$1,029,553.16	-\$102,716.68	-10%
Mech. – Dues	\$36,721.33	Net Income	\$340,832.02	\$247,861.92	\$92,970.10	38%
Mech. – Emergency Reserves	\$100,501.83					
Mech. – CIM Reserves	\$345,231.50					
Morgan Stanley Dean Witter	\$228,595.18					

I'm happy to report that Holiday RV Park is very solid financially. I report the status of our business monthly, and not much has changed over the last year. This is a good sign. Our annual income was flat, but expenses were down over \$100,000. The Board qualified for the Payroll Protection Program spurred by COVID-19 and that was another mitigation to our expenses. I would like to personally thank our bookkeeper, Liz Cuccia. She has been doing a yeoman's work in keeping this Board up to date on our income and expenditures. It truly helps to guide our progress. I don't see any radical changes in the future; the office continues to promote a strong rental business and our construction will only improve the Park's value.

**Bob Nunziato (Locker 565) made a motion to approve the annual financials (profit & loss and year-to-date comparison), seconded by Dale Critzer (Locker 166).**

### Management – Brenda Critzer

I know that I tend to thank our Park Manager and her staff every time I'm up here speaking, but in the event that I am not reelected to the Board today I would like to take a moment to say a few things. This last year has been challenging because of COVID and new construction, but it is remarkable how smoothly things have gone. I think that speaks volumes about Julie as a manager; she does her job and brings her employees together to get everything handled. She makes it look easy, but it's not! Be sure to thank her and the staff the next time you see them.

### Collections – Tom Barcellos (Absent) – Fernando Da Silva (Representing)

As of this morning, there is a total of \$9,241 due in accounts receivable. Of course, that is mostly from the first half of the 2021 assessment, which should be coming in soon. Because of COVID restrictions, the auction for a foreclosed share that Tom wanted to host a few months ago has been rescheduled to May. Management let me know that the value on shares for sale are increasing nicely.

### Park Use – Mark Schieber

If you review the annual Park occupancy reports that were sent to everyone, a breakdown of how the Park is utilized becomes apparent. We're right at the same usage from 2020 to 2019, despite COVID and construction. Revenue from paying customers remains strong, and it's great to see our construction company allowing rentals of additional spaces on the weekends as needed.

### Park Maintenance – Charles Nunes

In response to COVID-19, our staff, our Board, and our members really rose to the occasion. I can't speak highly enough of the maintenance staff. Their workload increased dramatically because of all the extra cleaning and sanitization every day. Our night maintenance staff member, Pedro, was laid off for a few months because the Park was struck by a reduced occupancy requirement in the early stages of the pandemic, but thankfully we were able to rehire him as the situation improved. Now with construction, maintenance still has many of the same duties because the portable restrooms and

showers require the same attention and daily sanitization that the buildings did. Thanks again to our maintenance crew for all their hard work and thank you to the office and Julie for everything that they do too.

### **Rules and Regulations – Brien Carlson**

This will be my last meeting today as a member of the Holiday RV Park Board, and it's been a good haul. I've been happy to work alongside some great people trying to make the Park a better place than it was before. Believe me, the Park is being left in good hands.

The rules and regulations had some minor revisions this year, as is customary. You received a copy of these inside your annual mailing packet. Currently, our main rule enforcing effort remains individual site inspections to make sure that folks are maintaining the cleanliness and aesthetics of Park.

### **Public Relations – Mark Schieber**

As I mentioned earlier, aside from the usual complaints about the RV sites being small, the dog run odor, etc., things have been very quiet from a PR standpoint. I really think Pismo Beach is going through a major facelift, and it is great to see our Park joining in that effort to create a better destination to stay at!

### **Manager's Report – Julie Hill**

Not to repeat the point, but the biggest challenge for me and for my staff this year has been COVID. Directly after the last annual meeting in March 2020, we were basically shut down in so many ways. I appreciate how understanding all the members have been along the way. Now that we move into construction, I must let our construction project managers know how much I appreciate them. We are getting the right kind of service from Robertson Builders.

As always, if you have any questions or need help with anything, please email me at [julie@holidayrvpark.org](mailto:julie@holidayrvpark.org) or the office at [info@holidayrvpark.org](mailto:info@holidayrvpark.org). If there are certain things that the staff or I cannot answer we will contact the Board as required to get you the help that you need!

### **2021 Election Results:**

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Comment from Joyce Aldrich – Before I announce the results of the election, please allow me to clarify a little bit about how voting is tabulated. Yesterday afternoon, all the sealed ballots were placed into a pile and several volunteers organized every ballot by the Locker Number listed. Julie and Aaron confirmed each name, address and Locker Number based on the master list used for mailing correspondence to the Association. Each envelope was required to have a signature and if there were any errors or discrepancies, the group was presented with the issue to debate whether the ballot in question was valid or not. After verification, all envelopes were opened and each sealed ballot inside was cast into another pile. We do this extra step to make sure that your vote remains a secret; no person counting ballots is able to go back and associate a person's ballot with their mailing envelope. Next, the ballots are opened and organized into groups based on which candidates were voted for. Lastly, those votes are tallied, and triple checked. The results are as follows:

- 1.) Tom Barcellos – 512 votes (35%)
- 2.) Charlie Weeks – 360 votes (24%)
- 3.) Brenda Critzer – 329 votes (22%)
- 4.) Kim McKenzie – 284 votes (19%)

Congratulations to our new and returning Board Members!

## Old Business

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None.

## New Business

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### 1. 2021 Operating & Capital Budget – John Watkins

This year's budget is projecting an income of about 1.08 million dollars. At this particular moment, I think we are trending roughly \$100,000 ahead of that, which is great. Our expenses are budgeted at 1.06 million dollars. We may come in lower than that, based on our trends this year so far. There are no new capital improvements budgeted this year because of construction, but I may recommend to the Board that either late this year or early next year we seriously consider budgeting for roadway improvements.

It's our duty as a Board to spend the money our business earns to improve the Park and increase the value of everyone's shares; it's just that simple. It does not do us a lot of good to sit on so much money in the bank for too long. Improvements were long overdue!

**Mark Salvador (Locker 790) made a motion to approve the 2021 operating and capital budget, seconded by Dale Critzer (Locker 166).**

### 2. Construction Update – Robertson Builders (Chad Robertson & Ryan Ledbetter)

Comment from Chad Robertson – Good morning, I'm Chad Robertson with Robertson Builders and I'm here today with our project manager Ryan Ledbetter to give everyone in attendance an overview of what's been happening with the construction at Holiday RV Park and answer any questions you might have about the topic.

Firstly, thank you to the Board and to all members that have been so understanding during construction, which is an invasive process. We do our best to contain the noise, dust and impact on your daily lives, and we appreciate your patience. Thanks to Julie and Tom for being readily available to help with the approval process, which helps to speed the overall project along.

Comment from Ryan Ledbetter – I want to thank the Park's maintenance staff for helping to be a direct liaison on the ground, it's been a great assistance. The rough framing stage is nearly complete on the bathroom facility and the fire sprinklers were installed Thursday. Heating, air conditioning and plumbing crews will be arriving shortly to begin their work. Things are right on schedule and proceeding smoothly.

The clubhouse site progress was delayed for administrative reasons, but things are back on track as far as we're concerned. Concrete will be poured on the foundation next weekend. It has been a challenge working with San Luis Obispo County inspectors with regards to the certification of pool repairs, but we've made it through that process with approval.

*Comment from Julie Hill – There is a question from Brad Fast (Locker 684) on what the estimated completion date is for the construction.*

Response from Chad Robertson – Our estimated end date is currently targeting September, for a total completion. Please keep in mind that a lot of work happens underground or behind the scenes. The buildings may go up quicker than you think once it really takes off.

Comment from Ryan Ledbetter – There are ongoing delays because of the scope of the project; it does require attention and certification from the Department of Housing and Community Development (HCD). That agency governs all RV and mobile home parks like yours, not San Luis County or the City of Pismo Beach. Having to wait on HCD for inspections has slowed certain things down, but it also creates opportunities for Julie to rent additional RV spaces when we *know* that we are not working in the Park certain days.

The supervising director that oversaw the Central Coast recently retired, creating a slowdown in the reaction time we would get from HCD over at their offices in Riverside; it created a noteworthy delay.

Comment from Chad Robertson – In dealing with HCD, it is important to remember that just because the restroom building is progressing faster than the clubhouse construction and is likely to finish first it does not mean that we can start utilizing that facility ahead of the other improvements. HCD oversees the regulations on this entire project and will not allow use of any facilities until everything is completed and inspected for safety and compliance.

Again, thanks to all the members for their cooperation during construction, it has been a fun and rewarding process!

### **Member's Comments**

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Charlie Weeks (Locker 7) – I noticed that the pool was drained and there appeared to be a large pile of dirt in there, may I ask the reason for that? Is there anything else going on with the pool?

*Response from Ryan Ledbetter – We encountered a significant rain event this week, and the timing was such that we needed another 12 hours before the San Luis Obispo Health Department could inspect the new plumbing for the swimming pool. The dirt excavated for the new plumbing was piled onto the wooden deck above the pool area just for the few days prior to inspection. Unfortunately, the rainstorm overweighed the deck and it collapsed, filling the pool with soil. The debris was cleaned up yesterday and there was no damage to the pool itself.*

*The reason for draining and replumbing the pool was to conform with the modern standards in place by the Health Department and fit into the updated utility room that will be a part of the new clubhouse building. Lots of pipes, drains and other equipment needed to be replaced.*

Charlie Weeks (Locker 7) – There appears to be serious deterioration on the roadway around the construction zone as it meets the gravel RV spaces. I hope that will be addressed before reopening.

*Response from Fernando Da Silva – I'm confident that our Park Maintenance Director and the Construction Improvement Committee will work with Robertson Builders to make sure that everything is left looking better than it was before construction started.*

Lesli Leigh (Locker 88) – You are all doing a great job. Thank you for making our place a happy one. You should have Luke delivering donuts to the members in the Park that are watching, thank you all!

### **Board Member's Comments**

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Fernando Da Silva (Locker 439) – Once again, I can't thank this Board enough. Truly, I can't. All of you guys have made my year awesome, and I am a better person for being able to work with you all.

**Charles Nunes made a motion to adjourn to Executive Session, seconded by Mark Schieber.**

### **All Motions**

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**Charlie Weeks (Locker 7) made a motion to approve the minutes of the March 14, 2020 meeting, seconded by Kimberly McKenzie (Locker 107).**

**No members in attendance were opposed, motion carried.**

**Bob Nunziato (Locker 565) made a motion to approve the annual financials (profit & loss and year-to-date comparison), seconded by Dale Critzer (Locker 166).**

**No members in attendance were opposed, motion carried.**

**Mark Salvador (Locker 790) made a motion to approve the 2021 operating and capital budget, seconded by Dale Critzer (Locker 166).**

**No members in attendance were opposed, motion carried.**

**Charles Nunes made a motion to adjourn to Executive Session, seconded by Mark Schieber.**

**No members in attendance were opposed, motion carried.**

Meeting adjourned at 11:01 am

Respectfully Submitted,

Joyce Aldrich  
*Board of Directors – Secretary*

Cc

Aaron Cartwright  
*Senior Reservation Agent*