



PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Blvd. NE
Palm Bay, Florida 32907-2196
Office: 321-724-2240

* To comment on an item, after you have been recognized by the Chair, please go to the microphone and clearly give your name and address for the record. You may speak for up to three minutes. Note: If formal action is to be taken on an item by the Board, public comment will be requested prior to the vote.

NOTE: MINUTES OF BOARD MEETINGS ARE PREPARED IN SUMMARY FORM ONLY. PER CHAPTER 286.0105 FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL A DECISION OF THE BOARD HE/SHE SHOULD ARRANGE FOR A VERBATIM RECORD OF THE PROCEEDINGS WHICH INCLUDES THE TESTIMONY IN EVIDENCE ON WHICH THE APPEAL IS MADE.

"A community intended and operated for persons 55 and older"

BOARD OF TRUSTEES

WORKSHOP MEETING MINUTES
November 27, 2017 - 6:00PM

1. Meeting was called to order by **Allison Kelly** at 6:04PM.
2. Invocation by **Allison Kelly**.
3. Pledge of Allegiance.
4. Roll Call by Secretary Bette Snyder:
Present were Allison Kelly, 1st Vice Chair; Bette Snyder, Secretary; Kendra Bender, Treasurer; Bob Shortlidge, Assistant Treasurer; Rod Lindsay, Trustee. **Absent was Bud Getz, Chairman.**
5. Announcements by Allison Kelly, 1st Vice Chairman.
Resignation of Bud Getz.
6. Approval of Meeting Minutes 11/13/17 and 11/17/17.
Motion to approve by Kendra Bender
Seconded by Bob Shortlidge
Unanimously approved.
7. HPPOA request for assistance with a convection oven.
Marlene George explained request.
Kendra Bender confirmed \$1600 funds are available, but questioned whether HPPOA has sufficient funds already. Bette Snyder asked whether the stove had built-in convection.
Marlene George replied it does not.
Kendra Bender moved approval of the \$1600 expenditure.
Bob Shortlidge seconded.
Unanimously approved.



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8. ACC discussion.

Dave Peck reported on existing rules regarding fences. He requested Board review and recommendations.

Rod Lindsay stated Park fences were erected for public safety.

Kendra Bender and Allison Kelly stated current rules require all personal fence requests must be brought before the ACC Board.

Dave Bender questioned whether fence owners who failed to follow the approval process should be required to remove fencing.

Bob Shortlidge suggested grand-fathering, but Allison Kelly question that.

Dave Peck requested fines be set for future fence violations.

Allison Kelly feels the ACC Board is responsible for fine enforcement.

Bob Shortlidge reiterated recommending the fences currently in question be allowed, but future fences must gain ACC approval or be taken down within forty-eight hours.

Dave Peck stated he would take that back to the ACC Board.

Allison Kelly called for public comment.

Barbara Hoffman mentioned her ACC approved fence and hoped it would not become a problem for others.

Bob Silipigni clarified "green space" versus "public property" and feels owners all share ownership of green space. He questioned distinguishing private property from green space.

Bob Shearer questioned whether an attached fence is legal. He suggested simply asking the fence owners in question to attach their fences.

9. Discussion on promoting Breanna Early to a permanent full-time Administrative Assistant position.

Traci DelGaudio stated this is a title only request in order to establish Breanna as no longer temporary, but rather permanent Administrative Assistant.

So moved by Kendra Bender

Rod Lindsay seconded.

Bob Shortlidge questioned pay.

Allison Kelly stated there is no pay increase because Breanna already received a pay increase.

Allison Kelly called for public comment.

Joanne Gaughan questioned what would happen if Traci DelGaudio were no longer District Manager (DM). Joanne further inquired as to Breanna's and Traci's background.

Traci said Breanna was hired through Manpower last December as a clerk and went full-time after 600 hours. Breanna performed the duties of clerk and subsequently temporary Administrative Assistant perfectly. She is a High School graduate and relates well with residents.

Patti Peck questioned Breanna's pay and whether she meets the job description qualifications.

Traci DelGaudio stated Breanna Early meets all qualifications.

Annette Ragas stated Traci and Breanna have displayed sufficient abilities.

Motion carried unanimously.

10. Discussion on hiring a temporary part-time District Clerk.

Tabled.

11. Discussion on the changes made to the District Manager job description.

Moved to next agenda.

12. News from the District Office.

Traci DelGaudio reported Alpine Tree has removed all storm debris from the Park. Street signs are being replaced. Stop signs are on order. Awaiting word regarding rumble strips. Commercial Electric will be installing a new breaker panel in the Gate House. Gate House will have no phone or computer access during installation which is projected to take one day. Advance notice will be given. Second notice violation letters have been mailed. BSE Consulting has begun storm water



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assessment. Vehicle decals expire end of year. Renew during office hours. Work continues on security camera placement/operations.

Allison Kelly urged residents to contact the office or 911 if suspicious/destructive activity is noted.

Bob Shortlidge asked about nine-screen project status.

Traci DelGaudio noted Apex is in the procurement phase.

Kay Barclay reported the house next to hers is in disrepair and Park rules have been broken concerning visitors. She informed the office during the past year. Her neighbors have been jumping the fence.

Allison Kelly will speak with Traci DelGaudio and Kay Barclay to resolve the issue or issues.

Ann Marie Ashley spoke in support of Kay Barclay.

13. Public comments.

Barbara Hoffman questioned the DM hiring. She noted the prejudice of the previous Trustee Chair and that public comment was not allowed.

Barbara Kirsch appreciates the hard work Allison puts forth.

14. Trustee comments.

Rod Lindsay stated the Sunshine Law restricts Trustee discussion.

Bob Shortlidge reiterated Rod Lindsay comments.

Kendra Bender said being on the Board is interesting and difficult, but encouraged people to fill the vacant seats.

Bette thanked the people for attending and making comments. Please keep the comments coming.

Allison Kelly explained what she did to recruit candidates for the DM position. She thought Patti met all the qualifications. She feels the people were cheated by not being allowed to comment. She will be running the meetings through the end of the year.

15. Adjournment.

Rod Lindsay so moved.

Bob Shortlidge seconded.

Unanimous. Meeting was closed at 7:10pm.