



MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Boulevard NE
Palm Bay, FL 32907-2196

Approved 1/10/11

BOARD OF TRUSTEE

Minutes of October 25, 2010 *Workshop meeting*

1. Call to Order

By Chairman Gerald Livermore at 7:02 P.M.

2. Invocation

Led by Trustee Rebecca Earnest

3. Pledge of Allegiance

Led by Chairman Gerald Livermore

4. Roll Call

Roll Call by Secretary Mary Ann Palmer: Chairman Gerald Livermore, 1st Vice Chair Rebecca Earnest, Secretary Mary Ann Palmer, Assistant Secretary John Bonasera, Treasurer Richard Kissinger, Assistant Treasurer John Corton, Trustee Edward Goodfield and Trustee Richard Hayes. Richard Anderson, District Manager was present, Patricia Payson recording.

5. Announcements by Chairman

Amy Washburn is no longer employed by Holiday Park. Trustee Leo McManus has resigned from the Board. Last Saturday night, October 23, there was a fire on the property behind the Park. Homes along the fence line were in potential danger and the Board will be working on a solution to this problem

6. Pool Lighting Project

[10/11/10-01]

(Continued from 10/11/2010 meeting)

Consideration of bids to upgrade deck lighting levels to meet state requirements for night time operations. Attachment: District Manager's 9/8/2010 Memo Number 10-42 with bid tabulation.

Last spring the Health Department cited the Park for insufficient lighting for night time operation [of public pools]. John Bonasera suggested the pool be closed at night, and requested verification of the status as a public pool and the Health Department's jurisdiction. Mr. Kissinger stated the pool is open to the public, if they pay a fee. Mr. Bonasera made a motion to cancel the project and close the pool at night or postpone a decision pending clarification as to [the Health Departments jurisdictions and] why the work has to be done. Mr. Hayes 2nd the motion.

Resident comments

Bruce Crabb @ 442 Neighborly Court – As we had have deck lighting he questioned if the pools might be grandfathered in?

John LaLima @ 1055 Sunflower – We are governed by the Health Department regulations and the lighting project should be completed at this time.

Larry Densmore @ 1107 Parkview – Commented that each year we keep losing amenities [if the pools are closed at night].

Trustee John Corton suggested asking the Park's attorney for input.

Mr. Livermore asked for a vote on the motion to postpone consideration of the project. Motioned carried 7 yes, Mr. Bonasera voted no [as he opposed the project].

7. Deed Restriction – Enforcement

[10/25/10-01]

Consideration of proposal to increase the level of compliance monitoring by dividing the District into 9 areas, with a Trustee assigned to coordinate enforcement activities in each. Attachment: District Manager's 10/15/2010 Memo Number 10-45

Mr. Kissinger proposes, starting with the New Year, that each trustee be assigned an area of the Park for which they would be responsible for monitoring compliance with Park regulations.

Mr. Goodfield questioned how we can enforce rules when some of them were not approved by the owners.

Mr. Hayes stated that what the Trustees will be doing is just noting apparent infractions.

Mr. Bonasera stated that he does not know of any change in the Deed Restrictions since he moved here in 2003.

Mr. Kissinger stated changes have been included in Ordinances, however amendments to the Deed Restrictions must be approved by a majority of the owners, and the last change was in 1989.

Motion made by Mr. Kissinger that consideration of dividing the Park into 9 areas, with one area assign to each board member, be scheduled for the next meeting.

2nd by Mr. Bonasera. Motion to schedule consideration at the next meeting was adopted.

8. Card Room Expansion

[10/25/1002]

Consideration of proposal to reduce the size of the laundry area to create a separate room for card playing and other uses. Cost (excluding in-house labor) estimated at \$1,500. Attachment: District Manager's 10/22/2010 Memo Number 10-46.

Mr. Livermore stated the cost of relocate plumbing; washers, dryers and the wall will be approximately \$1900.00 to \$2200.00. Our employees could construct the walls for approximately \$450.00. Bids have been received from plumbing contractors at \$1200.00 and \$1500.00 to install new water and sewer lines and cap off the old system. Due to an obstruction in the sewer lines, \$250.00 has been included to TV and map the sewer system to check for leaks.

Mr. Bonasera made a motion to authorize the project. Mr. Hayes 2nd the motion.

Mrs. Earnest noted the area was small and thought it was a lot of money for space for a few tables.

Mr. Corton noted funds were available in special projects, however he too questioned how many card players could be accommodated.

Mary Evans, 134 Holiday Park stated In summer months the existing card room is sufficient however it cannot accommodate all players during the winter, but it could if expanded as proposed.

John LaLima, 1055 Sunflower commented that we must also comply with fire codes on occupancy.

Bruce Crabb, 442 Neighborly Court stated \$2,800.00 should cover the cost of the proposed expansion.

Marty Peterson, 1050 Moonlight Court questioning where the wall would be located, where the washers and dryers would be moved to, and if our maintenance personnel were licensed to do the electrical work.

Mr. Livermore states the employees know how to construct the wall and connecting door. Mr. Anderson advised the employees would just be repositioning the fixtures.

Motion approved to schedule consideration of approval during the November 8, 2010 meeting.

9. Sidewalk Replacement Program - 2010-11 Phase 1

[10/25/10-03]

Consideration of authorizing Grounds Department to replace damaged sidewalk sections (332-420 Holiday Park Blvd.) at an estimated cost of \$3,150 (\$15.75 per lineal foot). Attachment: District Manager's 10/20/2010 Memo Number 10-44

Mr. Kissinger made a motion to schedule consideration for the next meeting, 2nd by Mr. Bonasera. Motion carried.

10. Audit Engagement- fiscal year ending September 30, 2010 [10-25-10-04]

Consideration of engaging Berman Hopkins Wright & Laham CPAs and Associates, LLC to perform the 2009-10 audit at contract rates not to exceed \$9,400 (total for 2008-09, \$8,900). Attachment: Letter of Engagement

Motion made by Mrs. Earnest to add consideration of retaining Berman, Hopkins, Wright & Laham CPA's and Associates, LLC to the next meeting agenda, and approval; 2nd by Mrs. Palmer. Motion carried.

11. Accounting Service - Fiscal year stating October 1, 2010 [10-25-10-05]

Consideration of engaging Accountable Bookkeeping & Consulting LLC to provide accounting services for 2010-11, for a monthly fee of \$750 (2009-10 average \$700).

Mr. Kissinger made a motion to schedule for next meeting. 2nd by Mrs. Earnest. Motion carried.

12. Public Comment*

Larry Densmore, 1107 Parkview stated that this is a 1 time opportunity to provide lighting [for the pool Deck] for residents by reduce the manager's salary.

John LaLima, 1055 Sunflower Lane questioned the Park's authority to fine residents for violations.

Kay Vaughn, 133 Holiday Park, stated that in previous years a committee addressed violations [of the Deed Restrictions] and the Park looked a lot better than it does now.

Joanne Gaughan, 241 Berry Court, expressed concern about the City of Palm Bay not communicating effectively with Park residents and suggests a Trustee attend Palm Bay Council meeting in the future.

Donna Burns, 1110 Seminole Court, reported she fell off a golf cart, breaking her wrist [due to the unfinished road construction project], and was concerned others may be hurt due to broken sidewalks, etc. Mr. Livermore said the attorneys are working on having the project completed.

Bruce Crabb, 442 Neighborly Court, asked what happened in the office [referring to the recent termination of Amy Washburn, the District Clerk]. Mr. Livermore advised there would be no comment at the present time.

John LaLima, 1055 Sunflower, suggested removal of the sidewalk and replace them with grass as most Residents prefer to walk in the street.

Rod Lindsey, 290 Holiday Park, requested Residents calls the police if you see something suspicious. He also noted employees were operating the riding mowers without crash bars, and that he still supported replacing the pier [dock in retention pond adjacent to main entrance].

Gloria Walsh, 403 Holiday Park, requested the status of filling Mr. McManus' trustee position and if we had someone to replace Amy Washburn? Mr. Anderson said he is working on a report for the Board on staffing requirements, and that the Board would appoint a replacement to serve Mr. McManus' unexpired term.

13. Trustees Remarks and Announcements

Mr. Livermore has 2 resumes for trustees, JoAnne Gaughan and Andrew Blondin. Mr. Corton said the Board has to accept Mr. McManus resignation, prior to nominating a new trustee. Motion made by Mrs. Earnest to accept Mr. McManus resignation, 2nd by Mr. Corton. Mr. Bonasera made the motion to replace Mr. McManus with Joanne Gaughan. Mr. Corton 2nd the motion.

Resident Kay Vaughn questioned if the action should be taken at a Regular meeting. Mr. Livermore said a motion can be voted on at a workshop meeting, if the Board determines action is needed.

Mr. Bonasera made a motion to select Joanne Gaughan as Trustee, to be sworn in at the next meeting. Motion was seconded by Mr. Hayes, motioned carried.

Mrs. Earnest requested something done about the parcel of undeveloped land behind Borel Circle, regarding last weekend fire. Mr. Anderson advised he has contacted the owner previously [relating to potential fire hazard] and would contact her again, as well as the City.

Mr. Corton reminded residents of the importance of using a flashlight and wearing light clothing when walking at night to reduce the possible of a traffic accident.

Mr. Livermore stated there will be more openings in the New Year for Trustees. Anyone interested in serving should let the Board know.

14. Adjournment

The meeting was adjourned at 8:17 PM

Secretary Mary Ann Palmer