



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEE – REGULAR MEETING
JANUARY 14, 2013 - 7:00 PM

1. Call to order

By: Joanne Gaughan, Chairman, at 7:00 P.M.

2. Invocation

By: Becky Earnest

3. Pledge of Allegiance

Led by: Joanne Gaughan, Chairman

4. Roll Call

By: Allison Kelly, Assistant Secretary: Joanne Gaughan, Chairman, Rebecca "Becky" Earnest, 1st Vice Chairman, Philias "Phil" Matton, 2nd Vice Chairman, Allison Kelly, Assistant Secretary, Richard Kissinger Treasurer, Donald Wink, Assistant Treasurer, Rodney "Rod" Lindsay, Trustee, and Harald Albinus, Trustee, all acknowledged their presence Mary Anne Palmer, Secretary was absent. Richard Anderson, District Manager was present with Cheryl Ennis recording.

5. Announcements by Chairman

Joanne Gaughan thanked Harald Albinus for fixing the feedback issue with the sound system. Joanne Gaughan discussed the next Workshop meeting saying it is the place where the Board can discuss items and issues and said it could be long so be prepared. Joanne Gaughan discussed the facts known regarding the theft of the two golf carts and informed residents they arrested juveniles.

6. Board Meeting Minutes

Presentation of minutes from the January 8, 2013, Board Organizational meeting was made. The minutes were posted on the bulletin board, District website and distributed to the Board for review. Becky Earnest made a "motion to approve the minutes with a correction of her name". Allison Kelly seconded the motion. A vote was called. Motion carried.

7. Record Storage

(Continued from January 8, 2013) Further consideration for renewal of the annual electronic off-site archive storage agreement with Document Mall effective Jan 30, 2013 monthly cost \$87.50 (Budgeted in Office Expense #0513510). Allison Kelly recommended the Board approve the existing system since it is budgeted and to look at new customized software for next year's budget. Rod Lindsay asked about the lower cost. It was explained that the contract had just been received and the budgeted amount was increased to cover an expected cost increase that did not happen. Harald Albinus made a "motion to approve the electronic off-site storage agreement". Becky Earnest seconded the motion. A vote was called. Motion carried.

8. **District Manager Recruitment – Status**, 14 of the 301 respondents to the District Managers Position were sent applications along with detailed information for further review. Joanne Gaughan thanked the three Board members Allison Kelly, Harald Albinus, and Phil Matton who had assisted by reviewing the 301 resumes and choosing up to seven candidates for District Manager along with the Chairman. Richard Anderson explained the process going forward saying the candidates sent an application package. (Note: As of January 15, the one of the applicants had not responded after two phone requests for a mailing address.) It was requested that the packages be filled out and sent back to the District office by the end of the month. Copies of the completed applications will then be distributed to the Board of Trustees to review and rate. The top 5, or predetermined number, candidates would then go through background checks and be invited to the District where a formal interview will be conducted individually by each Board member and again rated. At that point, the top 3 candidates, or predetermined number, would be invited to a Board of Trustee meeting where they will be available for a second interview by the Board and residents of the Park. The members of the Board requested copies of the 14 resumes, which will be copied and placed in their mailboxes on January 15.

9. **Golf Carts, Scooters, and Bikes – Rules and Regulations**

Consideration of revising minimum age of operators from 40 to 18 (or possession of driver license) was discussed. Joanne Gaughan read the rules for golf carts, scooters, and bikes saying that the Board of Trustees approved this rule on July 12, 2004. Discussion was had and recommendations for change to update the Rules and Regulations made by the Board.

Rod Lindsay recommended the age for legal driving age of 18. Phil Matton agreed and thought all park residents should be with them if under 18. Phil Matton also suggested allowing gas powered golf carts. Donald Wink asked who would police the rule. Becky Earnest said that gas carts were not allowed because of the fumes and smell. Alison Kelly said it should be left as is unless there is some way to police the rule.

Leanne Johnson, 309 Holiday Park, said that gas carts are loud and 2 cycle carts louder and thinks electric only is a good idea.

Linda Brunke, 281 Berry, asked if they were talking about bicycles.

Harald Albinus did not think they should differentiate between gas and electric.

Leonard Briske, 1083 Moonlight, asked if the restriction applied to gas motor scooters. He was told it they were discussing golf carts.

John LaLima, 1055 Sunflower, said let them go with gas or electric, and suggested an age of 40 because of an incident he had and said in Florida that you can have your license at 16.

Mary Adamson, 143 Holiday Park, said a 65 year old hit her husband when he was on his bicycle.

Margaret Bowyer, 1102 Greenview, said she lives on the corner of Greenview and Holiday Park and said people do not stop at the stop sign.

Joanne Gaughan read the rules one by one and asked for change recommendations:

1. All golf carts are to be registered at the Park office, make, model, and description.

Harald Albinus recommended large numbers where they could be seen saying the decals are too small. Russ Livermore said on Moonlight years back there was someone with a large gas ATV that was driven around the park. Russ Livermore recommended anyone under 18 have a resident with them.

2. Same age as the park resident Park rules to operate minimum age 40. Rod Lindsay recommended that operators be age 21 and anyone younger must have Park resident accompany them.

3. Battery operated carts. Becky Earnest recommends keeping it battery operated only. Phil Matton said he did not agree and both gas and electric should be allowed. Richard Kissinger said there was a gas powered ATV golf cart that made all kinds of noise and did not think it was a good idea.

4. Anyone operating a golf cart, scooter, or mini bike shall abide by the rules of the road including but, not limited to stop signs, speed limits, and right of ways. Changes were not recommended.

5. All golf carts, scooter, and mini bikes shall have proper electric lights front and rear lights when operating after dark. Changes were not recommended.

A motion was made by Becky Earnest that “(item #1) Add number system to the back of the golf cart so that if there is a problem the owner can be identified quickly. Item #2) Minimum ages to operate at 21 if under must have an owner with them and the rest of the items to stay as they are”.

Marty Peterson said with the way the motion was made a guest 14 could drive a golf cart if they had a resident with them.

Leonard Briske, 1083 Moonlight, asked if gas powered scooters were allowed. He was told that this discussion applied to battery-operated golf carts.

John LaLima, 1055 Sunflower, asked how it was going to be enforced saying it is useless unless it is enforceable and suggested that if the rules are not followed that the owner should not be allowed to operate a cart in the park.

Phil Matton asked that residents be given the rules with a note that if they do not abide by them there is a penalty.

Donald Wink suggested suspending use if rules are not followed.

Harald Albinus asked Richard Anderson if the rule could be enforced. Richard Anderson said there is no rule in the Deed of Restriction limiting use of a golf cart. Harald Albinus thought the attorney should be asked. Becky Earnest said residents need to be responsible.

A vote was called on Becky Earnest's motion. Motion carried.

Howard Sprague, 126 Holiday Park, recommended posting it on the bulletin board.

Allison Kelly recommended issuing letters to all residents who have golf carts registered.

Jean Beach, 1090 Moonlight, said she did not receive the notice when she registered her golf cart and recommended placing the notice in the happenings.

10. **Pay Plan** – Further consideration of establishing the Pay Range for Deputy District Clerk at \$12.00 - \$17.00 per hour. Allison Kelly said in order to evaluate the worth of the office staff she would like to have an accurate job description and said she had no idea they do as much as they do. She recommends a tailored job description for both those in the office. Rod Lindsay recommended job description for the jobs not the people. Donald Wink said he had no idea of all the work done by the office staff such as grants and computer repairs. Joanne Gaughan recommended tabling this item until February.

11. Public Comment*

Donna Matton, 265 Holiday Park, talked about the 2 boys that caused damage to the golf carts and said we should prosecute for damages. She also mentioned they had burglary tools and asked what would be done regarding the gate attendant who was working at the time.

Allison Kelly recommends residents put a chain through the steering wheel so golf carts cannot be driven.

Anita Healey, 116 Holiday Park, suggested going to small claims court saying it does not cost anything.

Russ Livermore, 399 Holiday Park, said that he had seen the residents come to the office and swear at the staff and call them names and be disrespectful to the office staff he said the staff works hard to save the District money and it needs to be given consideration.

Allison Kelly thought that a safety committee should address the issue Russ Livermore discussed.

Marsha Pierce, 1144 Center, asked about how much the staff pays for insurance. She was told that all those qualified for insurance pay 10%.

Lean Johnson, 309 Holiday Park, said her visitors had stopped at the gate and the gate attendant waved them through rather than issuing a pass.

Jean Beach, 1090 Moonlight, said that the budget review committee had recommended that the employees pay 10% of their insurance as a starting point. She also said that this was the first time that vandals had been caught.

John LaLima, 1055 Sunflower, recommended residents put censored lights on their homes, recommended cameras at the entrance, and a 10' flat gate instead of chain link at Americana.

12. Trustees remarks and announcements

Rod Lindsay said they would try to come up with the best solution for the Park. He also said he still needs help with traffic control for the flea market and so does HPPOA.

Phil Matton welcomed the new members to the meeting.

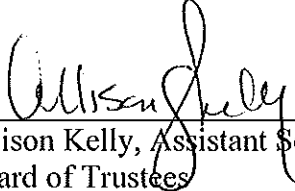
Donald Wink said it was a well run meeting with a lot of participation.

Becky Earnest said she appreciates the respect. She said the recent events in the Park were well attended and would like to see more residents get involved in the future.

Allison Kelly said to lock up your bikes and golf carts and to be responsible. She said she would like to see everyone help his or her neighbors and work together.

13. Adjournment

Becky Earnest made a motion "to adjourn the meeting". Richard Kissinger seconded the motion. A vote called. Motion carried. The meeting adjourned at 8:10.



Allison Kelly, Assistant Secretary
Board of Trustees

2/16/13
Date