



PORT MALABAR HOLIDAY PARK  
MOBILE HOME PARK RECREATION DISTRICT

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

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BOARD OF TRUSTEE – WORKSHOP MEETING  
FEBRUARY 25, 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, 1<sup>st</sup> Vice Chairman, Philias "Phil" Matton, 2<sup>nd</sup> 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. Cheryl Ennis, Acting Manager was present with Sharon Johnson recording.

**5. Board Meeting Minutes**

Minutes from the Regular Board meeting of February 11, 2013 were presented to the Board for Approval. Becky Earnest made "a motion to approve the February 11, 2013 minutes with corrections". The motion was seconded by Harald Albinus. Corrections were noted. A vote was called on the motion. Motion carried.

**6. Presentations Security Recommendations:**

Kevin Smith, with ndt Artemis, presented his proposals for cameras at the Americana gate, entrance gate and the Tillman canal. Both Trustees and residents asked questions. Kevin Smith discussed the challenges with there being no access to power in the area and the need to enclose and protect the equipment from weather.

The representative with DSI did not make the meeting. The Board will take the recommendations under advisement.

Officer Melissa Rogers, from the Palm Bay Police Department, stopped by and gave several suggestions on protecting property. She said that owner's need to take responsibility for their own property adding that camera's and alarm systems are great crime deterrents', but nothing is fool proof.

Cheryl Ennis reviewed the security opinions proposed at the previous Workshop Meeting of February 11, 2013. Both Trustees and residents asked questions regarding the different opinions between the fencing and guardrails at Americana Gate. Harald Albinus made "a motion to approve the 7 ft sliding gate and fence at Americana. Donald Wink amended the motion to add posts 4 ft on

center cemented into the ground. Allison Kelly seconded the motion. A variance will be applied for from the City of Palm Bay for a 7 ft fence. A vote was called. Motion carried.

**7. Presentation by Theresa Grimes a resident and local real estate agent.**

Joanne Gaughan said she had asked Mr. & Mrs. Beach survey the park as to how many homes are for sale and how many empty lots there are – they found 13 empty lots and 49 homes in the park for sale. Ms. Gaughan asked Ms. Grimes to come to the meeting and share some ideas on how to make the park better. Ms. Grimes suggested Holiday Park offer an “Incentive Program” to encourage people to buy homes or bring in new homes to be placed on a vacant lot. Mobile World is willing to bring in a model home for people to see. Ms. Grimes said that existing homes are selling for less than the cost of purchasing a new home and added that homes in the Park are now selling for what the price of a lot used to be.

**8. District Manager Recruitment - Results of the interviews for District Manager**

The Board of Trustees interviewed two candidates today. Evaluation sheets were filled out individually and results given to the Chairman. (Cheryl Ennis had previously requested that she be excused during the discussion) Ms. Gaughan announced that the Board was split and suggested that the two candidates be brought back to meet with the residents and Board members at the next scheduled meeting before the Board of Trustees made a decision. Mr. Kissinger stated that he did not vote and wanted to explain to the people what he found. One candidate wanted \$65,000 plus benefits, the other candidate wanted \$45,000 plus benefits. Mr. Kissinger thinks that the Trustees should vote in front of the public. Joanne Gaughan polled the Trustees to discuss the findings of each candidate with the public. Allison Kelly said she spoke with both candidates and her main concern was having someone that has the same views as the residents, someone that is not looking for a pat on the back and one who will take direction from the staff. Her discussion is based on dollar amount, longevity and solutions within the Park. Rod Lindsay said he looked at salary and long term improvements in the park. Harald Albinus stated that he was looking at qualifications and someone’s hand he would not have to hold. Phil Matton said both candidates are qualified but would like to see one hired on a 6-month trial period. Becky Earnest questioned both candidates about long-range planning, background, and money and felt that one candidate was better than the other was. Donald Wink said both candidates spoke well, had good presentation, and said one candidate knew the park the other did not. Richard Kissinger said he already made his statement. Allison Kelly then added that one of the candidates seems to leave every 1 - 2 years for a better opportunity, which is a red flag. Joanne Gaughan said that she also interviewed both candidates, both equally qualified, she asked both candidates if they would love their job, that was important to her, it is going to be a tough discussion, and both candidates will be invited back to the next meeting.

**9. Trustee Reports**

Allison Kelly said she is rewriting the Job Description for all employees, which will be given to all Board Members for review. She said each worker will be given their job description to sign and it will go into their file. She also said she is working on a disciplinary program that will be put into place, and is working on a Master Regulation, which will be on file in the office for all employees to look at. Allison Kelly said she is also putting together a committee for the Dead Restrictions and Ordinances to write them so that they will be easily understood.

Rod Lindsay, is working on the Maintenance Compound and the Roads, also working with the office they have a couple of contractors who have estimates and some ideas. He said he should have more

information at the next meeting and added he is also working on new fencing around the compound area.

Phil Matton asked to be removed from the ACC due to conflict. He will oversee the grounds and will be taking up issues with the office regarding mowing.

Becky Earnest, was appointed as Phil Matton's replacement as liaison for the ACC Board. She is also the HPPOA liaison.

Donald Wink did a presentation and discussed issues to be addressed about beautification including the gazebo, entrance into the park and light pole at the entrance, along with the Rec Hall. Anyone with recommendations should call. Donald Wink said the Park needs a three-year plan and funds. He said he is also working on the lot coming into the park and the concrete patio, which is an eyesore. Donald made a suggestion to replace the fencing around the canals. He already has a group of volunteers in place saying Mrs. Beach for benches, Mrs. Getz, for a walking path/bike path. He felt the ceramic ducks need to be removed from around the gatehouse.

#### **10. Public Comment\***

Bob Shearer, 382 Holiday Park, presented a design, which he submitted to the board for review, which provided a better and safer work environment for gate staff. Mr. Shearer stated that we are very blessed that no one has been hit by a car. Mr. Shearer is willing to speak with someone about his idea and said we need to address how we look at the front gate.

Keith Rittscher, 391 Holiday Park, said he would like to have a List of the new committees.

Joanne Gaughan stated that she would post a listing of the committees and the Board Members.

Donna Matton, 265 Holiday Park, said Officer Rogers and Sheriff Ivey will be coming in on Tuesday, March 19<sup>th</sup> 6:30 – 7:30 PM to give a talk on Identity Theft.

Howard Sprague, 126 Holiday Park Blvd, said if a fence were built 15 ft high, there would be people who still jump it. He said he has gone to another park with problems and they hired 2 people to drive around in carts from 10 PM to 5 AM and suggested that we try this for a month or so. He also questioned spending a lot of money on cameras saying that maybe we should try this first and said he feels people in the park would volunteer if they were asked.

#### **11. Trustees remarks and announcements**

Rod Lindsay – we had an open discussion tonight and glad we heard what people are thinking.

Phil Matton – am disappointed as to who was going to be the new District Manager – will have to wait another 2 weeks, and it will be up to the Trustees to decide as to who that will be.

Donald Wink – the Meeting went well, glad we are doing something about security.

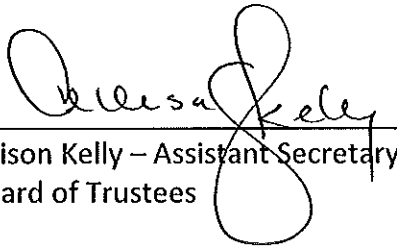
Allison Kelly – welcomes help from anyone who would like to volunteer. Is trying to make the park a better place and build camaraderie.

Becky Earnest – great turn out and hopes it continues

Joanne Gaughan reminded everyone of the opening on the Board saying she would love to make it a full board of nine people again; we could really use a full-time resident. Joanne Gaughan said the opening is from the resignation of Maryann Palmer whose term will expire in January 2014. Please let us know if you would like to become a Member of the Board. In addition, we have another opening on the ACC Board – Kay Vaughn has resigned due to health issues. Leanne Johnson volunteered but is not a full time resident but would be happy to become a member of the ACC as an alternate.

## 12. Adjournment

Joanne Gaughan made a motion to adjourn and Becky Earnest seconded the motion. Meeting adjourned at 9:25pm.

  
Allison Kelly – Assistant Secretary  
Board of Trustees

3-28-13  
Date