



**PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT**

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

BOARD OF TRUSTEES

REGULAR MEETING MINUTES

May 14, 2018 – 7:00PM

Keith Rittscher
Chairman

Bob Shortlidge
1st Vice-Chairman

Ellouise Raffo
2nd Vice-Chairman

Joanne Gaughan
Secretary

Assistant Secretary

Kendra Bender
Treasurer

Barbara Whitneck
Assistant Treasurer

Helen Ferguson
Trustee

Trustee

District Manager

Ryan Poliakoff
District's Attorney

* 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.

*Silence ALL cellphones during public meetings

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"



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1. Meeting call to order by Keith Rittscher

2. Invocation

3. Pledge of Allegiance

4. Roll Call by Joanne Gaughan

Present were Keith Rittscher, Chairman; Bob Shortlidge, 1st Vice-Chairman; Ellouise Raffo, 2nd Vice-Chairman; Joanne Gaughan, Secretary; Kendra Bender, Treasurer; Barbara Whitneck, Assistant Treasurer; Helen Ferguson, Trustee.

5. Announcements by Chairman

The Chairman's comments were as follows:

- Golf carts must follow the Rules of the Road and should not be ridden on common grounds.
- Remember to pick up after your pets.
- New signs have arrived and were installed. The large entrance sign is awaiting permitting.
- A chain link has been installed along Blossom Ln. in hopes of growing grass where golf carts
- have been entering and destroying the grass.
- Please do not feed wild animals.
- Kate Masi hope to return a week from Wednesday.
- Bob Shearer returned used bulbs to Lowes, saving us \$900.
- Bre is trying to contact whomever is responsible for cleaning the wall.

6. Approval of 4/23/18 Meeting Minutes

Action: Motion to Approve 4/23/18 Meeting Minutes made by Ellouise Raffo, Helen Ferguson seconded
Trustee Comment;
Public Comment;
Call for vote; motion passed

7. Treasurer's Report

Kendra Bender; gave the Treasurer's Report and announced we were in very good shape. She is looking into transferring money to generate additional income but in a safe manner. Due to lower salaries we are currently 48% under spending now 7 months into our budget. The only category where we are slightly over is in Legal and that should subside. We currently have \$27,900 to spend within the next 5 months.

Attachment: Revenues & Expense Report: Budget Performance, Balance Sheet and Loan Balances

Action: Motion to Approve Treasurer's Report made by Barbara Whitneck, Helen Ferguson seconded.

Trustee Comment;

Public Comment; **Toni Beatty, 127 Holiday Park;** asked what we are going to do with



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the money. **Kendra**; said there are several projects in the works, e.g. bocce courts, audio system, etc.
Call for vote; motion passed

8. Trustee Reports

Ellouise Raffo; has nothing to report. **Kendra Bender**; reported 2 of the 3 new signs have been delivered and installed. **Joanne Gaughan**; said regarding the audio system, two more companies will be called in for bids in June when Don Washington is here. **Barbara Whitneck**; said HPPOA has stopped all meetings until October. **Helen Ferguson**; said the bottom of the marquee should have been brown and that plantings should be placed around the sign along Holiday Park Blvd. just past the entrance. **Keith Rittscher**; is still working with FPL regarding the cameras. **Bob Shortlidge**; noticed that 2 lights were out on the marquee and they have been replaced. Shawn, lawn supervisor, provided Bob With the following report: Speed bumps have been painted, Lake Doctors has been called to remove algae from back pond, chain installed along Blossom Ln. and the sprinkler system has been examined. This examination found broken heads and a motor that continuously keeps running at the guard house. Repairs should be \$1,300. He suggests calling Aqua Spray Irrigation to convert to a digital sprinkler system and to overhaul the entire system. **Motion to Approve** having Aqua Spray Irrigation convert our current system to a digital sprinkler system and overhaul the whole thing not to exceed \$4,500 made by Kendra Bender, Helen Ferguson seconded. **Call for vote**; motion passed. **Sal Cursi, 1107 Keystone**; suggested there may be broken pipes. Discussion led to the conclusion that above repairs would show up broken pipes, if there are any. **Bob Shortlidge**; Alpine Tree Service will remove and cut down selected trees at a cost of \$850 per day for approximately 4 days, down from \$1,250 per day. **Marty Peterson, 1050 Moonlight**; suggested they do not trim palm trees correctly. Suggested they not over trim. **Bob Shortlidge**; also said he and his committee, consisting of Becky Earnest and Jack Emerich, have narrowed down the District Manger search to 5 applicants and would like a Special Meeting to be held for the Trustees to interview 4 of them and hold discussion on all. **Keith Rittcher**; set a date of Wednesday, May 23, 2018 at 6pm for a Special Trustee Meeting to hold said interviews. All Trustees announced they would be present. **Barbara Whitneck**; asked if Trustees could see their bios prior to the meeting. **Bob Shortlidge**; said that could be accomplished.

9. Old Business

a. Discussion on new Helms Aluminum Quote for Bocce Court

Keith Rittscher; discussed adding a concrete bid to the existing bocce bid. He currently has 2 bids, one from Helms Aluminum and one from Andrew Dittenber. A third bid should be obtained since both are over \$5,000. **Motion** to table this project until the next meeting made by Bob Shortlidge, Joanne Gaughan seconded. **Sal Cursi, 1107 Keystone**; suggested getting a separate bid from a concrete company and one from an aluminum company. Keith Rittscher to handle this.

Action: Motion to Approve
Trustee Comment
Public Comment

10. New Business

a. Discussion on ACC Meetings and Applications

Keith Rittscher; announced that the ACC Board has approved work to be done at 1065 Moonlight, 1114 Holiday Park, and 1201 Caber. Also approved the removal of the home on 142 Holiday Park. **Motion to approve** all ACC application since they were



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already pre-approved by the ACC Board made by Ellouise Raffo, Barbara Whitneck seconded. New ACC Board members are needed. The swearing in of a new ACC member was tabled through a **motion** by Bob Shortlidge, Barbara Whitneck seconded, until the next meeting and the return of one of the ACC Board Memebbers. **Call for vote**; motion passed.

b. Discussion on purchase of new Trustee Shirts

Trustees would prefer shirts with pockets. Tabled until the next meeting. **Becky Earnest, 205 Borel**; suggested a local company, Magic Lion. The company will be contacted and shirts will be priced out.

Action: Motion to Approve
Trustee Comment
Public Comment

c. Discussion on 5 Year Wish List

In reviewing a 10 year spending plan, **Kendra Bender suggested purchasing self-cleaning pals trees**; used ½ ton truck, with hitch, will be investigated by **Bob Shortlidge** not to exceed \$20,000, **Ellouise Raffo** would like to see a bridge over the ditch outside the Rec Hall parking lot. **Dick Francis, 182 Holiday Park**; reminded Bob Shortlidge to get 3 estimates on the truck. **Becky Earnest, 205 Borel**; suggested we wait until we know what an audio system will cost. **Joanne Gaughan**; learned from the custodial staff that the AC for the Rec Hall is on its last leg and we should get 3 bids to replace it.

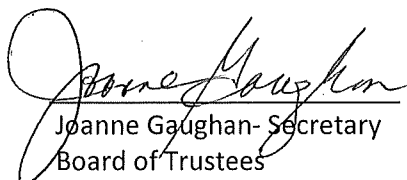
11. Public Comment

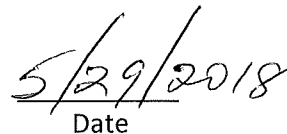
Sal Cursi, 1107 Keystone; asked what is going to be done to those whose skirting has not been updated/replaced. **Kendra Bender**; said that will be addressed when they return in the fall. **Bob Eldridge, 615 Sunrise**; asked to have a dog park considered at Americana and Holiday Park. **Connie Christley, 155 Holiday Park**; asked for an update regarding 206 Holiday Park. **Bob Shortlidge**; said our lawyer sent a cease and desist letter to the occupants who must respond in 30 days. **Marty Peterson, 1050, Moonlight**; said there are 2 homes for sale with violations, 430 Holiday Park Blvd. and 1144 Center. What's being done? Keith Rittscher; is aware and looking into it.

12. Trustee Comments

Barbara Whitneck; asks if any Trustees had read a newspaper article written by our attorney regarding foreclousres. Copies of the article will be made for all the Trustees.
No Trustees comments other than thanking those who attended the meeting.

13. Adjournment; Motion to adjourn made by Joanne Gaughan, Bob Shortlidge seconds. Call for vote; motion passed. **Adjourned at 9:02pm.**


Joanne Gaughan- Secretary
Board of Trustees


Date