



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEES

WORKSHOP MEETING AGENDA September 28, 2015 - 7:00 PM

Philius "Phil" Matton
Chairperson

Rebecca "Becky" Earnest
1st Vice-Chairman

Harald Albinus
2nd Vice-Chairman

Joanne Gaughan
Secretary

Marion "Molly" Stone
Assistant Secretary

Marilyn Spall
Treasurer

Cathleen (Cathi) Brennan
Assistant Treasurer

Rodney "Rod" Lindsay
Trustee

Gregory Clifford
Trustee

Cheryl Ennis
District Manager

Karl Bohne, Jr.
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.

NOTE: MINUTES OF BOARD MEETING 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"

1. **Call to order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Announcements by Chairman**
6. **Consideration of Approving the Board Meeting Minutes of September 14, 2015**
 - Attachment: September 14, 2015 meeting minutes
 - Motion to approve minutes
 - Trustee comment
 - Call for vote
7. **Commitment of Funds**

Review '14-'15 projects in process to be completed in the '15-'16 budget year. Approval of Commitment of funds for - sealcoat in parking lot and actuarial services

 - Attachments: Ref. Board meeting minutes of June 8, 2015, September 14, 2015, quotes previously approved
 - Motion to Approve Commitment of \$8876.10
 - Trustee comment
 - Public comment
 - Call for vote
8. **Engagement of Berman Hopkins Wright & LaHam**

Consideration of approving the engagement of Berman Hopkins Wright & LaHam to perform the 2014-2015 Financial Audit as required by the Florida Auditor General (Fee not to exceed \$11,100.00)

 - Attachment: Engagement Letter and Contract (previously distributed to Board)
 - Motion to approve [Engagement of Berman Hopkins Wright & LaHam to perform financial audit for 2014-2015 for a fee not to exceed \$11,100.00]
 - Trustee comment
 - Public comment
 - Call for vote
9. **Flood Insurance Policy Renewal**

Review Flood Insurance Policies from Wright National Flood Insurance Company for 215 Holiday Park Blvd and 162 Holiday Park Blvd for a total of \$6375.00, which is an increase of \$1110.00 over last year. Typically, Option A is chosen upon renewal.

 - Attachment: Flood Policies
 - Motion to Approve Flood Insurance Policy Payment w/increase
 - Trustee comment
 - Public comment
 - Call for vote



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10. Debt Write-Off

Consideration of writing off old debt for \$175.82 for 1) past employees share of health insurance and 2) pressure washing two abandon homes that now have new owners.

Attachment: Three Statements for proposed write-off
Motion to (approve write-off of debt for \$175.82 or carry debt to 2015
– 20016 fiscal year)
Trustee comment
Public comment
Call for vote

11. Paint Exterior Recreation Building

Consideration of proposals for Recreation Building Painting

Attachment: Quote comparison
Trustee comment
Public comment
Directions to Staff

12. Recreation Hall Mansard Roof Replacement

Consideration of materials for Recreation Building Mansard Roof Replacement

Attachment: Price quote comparison for material
Trustee comment
Public comment
Motion to approve material (if desired)
Call for vote
Directions to Staff

13. ADA Door Opener

Review of Quote for ADA Door Opener form CDA Solutions.

Attachment: Quote from CDA Solutions
Trustee comment
Public comment
Directions to Staff

14. Public Comment

15. Trustees remarks

16. Adjournment