



PORT MALABAR HOLIDAY PARK  
MOBILE HOME PARK RECREATION DISTRICT

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

## BOARD OF TRUSTEES

### WORKSHOP MEETING

September 22, 2014

**1. Call to order**

By: Joanne Gaughan, Chairman at 7:00 PM

**2. Invocation**

By: Becky Earnest, 1<sup>st</sup> Vice Chairman

**3. Pledge of Allegiance**

Led By: Joanne Gaughan, Chairman

**4. Roll Call**

By: Rebecca “Becky” Earnest, 1<sup>st</sup> Vice Chairman; Joanne Gaughan, Chairman; Rebecca “Becky” Earnest, 1<sup>st</sup> Vice Chairman, Harald Albinus, 2<sup>nd</sup> Vice Chairman; Philius “Phil” Matton, Treasurer; Marilyn Spall, Assistant Treasurer; Rodney “Rod” Lindsay, Trustee. All acknowledged their presence. Marion “Molly” Stone, Secretary; Allison Kelly, Assistant Secretary; Daniel “Dan” O’Connell, Trustee and were absent. Cheryl Ennis, District Manager was present with Sharon Johnson recording.

**5. Announcements by Chairman**

Joanne Gaughan mentioned that the office had handicap decals available for golf carts that would be issued to residents who have been given handicap placards for their vehicles.

**6. Board Meeting Minutes – Approval of the September 8, 2014 Board Meeting minutes**

The meeting minutes were posted on the bulletin board, District website, and distributed to the Board prior to the meeting. Becky Earnest made a “motion to approve the minutes of September 8, 2014 with corrections”. Marilyn Spall seconded the motion. Becky Earnest noted the corrections and with no other comments, a vote was called. Motion carried.

**7. Managers Report – Review of summer activities by the employees and projects**

The Districts Manager Report for September 2014 was posted on the District website and bulletin board for review as well as distributed to the Board prior to the meeting. Cheryl Ennis reviewed the District Manager’s report.

Harald Albinus asked if there was a need for double exit doors going out to the back of the Rec Hall.

Marilyn Spall stated that with the two doors on each side, people who need to leave the building and not panic as much in a case of an emergency. She suggested giving the Fire Marshall a call.

Rod Lindsay asked about the handicap entrance, wanted to know if there is going to be a stand up post outside for a person who has a wheelchair coming into the building. Cheryl explained that

there will be a button coming into the building and one going out of the building. She was not sure yet whether the button outside will be on a post or the button will be on the building.

Harald Albinus asked about the pump motor, for the pond out front. Cheryl explained that they are doing an evaluation on the motor as to what is wrong with it, as the motor is just about 1 year old.

David Peck 1014 Willow CT asked about Alpine Tree doing our palm trees, are they also doing trees on private property. As Cheryl said that we know how many palm trees need trimming and will review and verify the project before it is paid. Alpine can trim trees for an owner while they are in the area but he will charge the owner.

Rod Lindsay made a motion to approve the Managers Report. Becky Earnest seconded the motion. A vote was called. Motion accepted.

**8. Review of Slab Removal (recently passed Deed of Restriction) status report**

A list on the status of each of the nine lots was provided to the Board. The status of lots was reviewed and additional letters will be sent as required by the Deed Restriction 30 days prior to the end of the compliance period. Quotes will be solicited for the removal of the remaining vacant slabs.

To date we have had one homeowner remove the concrete and put sod down. Joanne Gaughan would like to have a letter sent to them by the office stating that they are in compliance with the Deed Restriction thanking them for complying and improving the property. All Trustees felt that the letter is a good idea. The owner of 262 Holiday Park is having a home installed in January and will be using the concrete slab.

Cheryl Ennis also stated that the home on 1256 Shell CT is scheduled to have the concrete slab removed within the next week or so.

Becky Earnest asked that if the property is being sold, can we stipulate that the concrete slab be taken care of before the home is sold.

Joanne Gaughan stated we will have to discuss how the District will proceed once the time limit is up, we will need to get pricing on this for one or all lots involved. We will need to get some pricing by the end of Oct beginning of November so we know what we are looking at money wise.

Cheryl Ennis explained that 105 Holiday Park will be top priority and also the property on Moonlight CT will probably be the most expensive to remove the concrete.

Cheryl Ennis also stated that she has done research on the property where the gazebo was, the investment company that owns that property does not respond to letters that she has sent to them. The last letter sent she asked if they would consider donating this property to Holiday Park.

David Peck 1014 Willow CT asked if any of these 9 properties are delinquent with the taxes.

Cheryl Ennis explained that at least 4 of these properties are up to date on the taxes.

**9. Paint interior of recreation hall, custodians [continued from 9/8/14 meeting]**

It was decided that the Board would refrain from making any decisions on painting until a later date since it had been decided that painting over the summer would work best for the community.

Joanne Gaughan said that we need a plan, as to what we will be painting and what colors are going to be used. She said that there had been a discussion at one time to partition off the back area which is now used for storage, we should think about doing something with that first before painting. We need to stain the two patches on the ceiling from the doors coming off to match the beams.

Rod Lindsay stated that at one time it was suggested that it would be partitioned off and put three (3) pool tables back there which they need. Where the pool tables are now can then become a storage area.

Becky Earnest remarked that every time there is something going on, we can't have pool players coming in and out during meetings and other events.

Joanne Gaughan thinks that part of the hall should be partitioned off for other purposes, maybe put a half wall in like the laundry room.

Phil Matton stated that we might be able to move the wall at the end of the pool room going out where the library is. If we move that out about eight (8) feet into the library section this would give them enough room for another pool table.

Becky Earnest asked if the custodial staff could put up partitions in the Rec Hall.

Marilyn Spall asked about the City of Palm Bay as to what their requirements would be.

Rod Lindsay stated that we would have to have a licensed carpenter as it is a public building.

Patti Peck, 1014 Willow CT, asked about the plans to revamp the laundry room and the card room, because you can put 3 tables back there, and then move the card room.

Marilyn Spall explained that we need to do the pump area outside first before anything else. What we are hearing is that should we paint or not paint. Maybe we should do this properly and take our time and do these improvements one step at a time.

Joanne Gaughan feels that now is not the proper time as we should have done this job over the summer before the activities begin. She suggests that when Bud Getz gets back maybe he would be able to draw up some plans for us to discuss.

Marilyn Spall suggested that we table the painting issue for now.

Joanne Gaughan asked for the opinion from the Board.

Rod Lindsay stated that if we plan on modifying the room, we should do that before painting.

Marilyn Spall agrees that it should be done properly.

Becky Earnest, Harald Albinus and Phil Matton also agree.

Joanne Gaughan stated that painting the rec hall will be tabled for a couple of months.

**10. Sound System Recreation Hall – Harald Albinus**

Harald Albinus discussed the sound system and said that the speakers had been adjusted as recommended. He would like to get someone in to quote the project for a new amplifier and mixer.

Joanne Gaughan stated that she would call Mr. Linden and set up an appointment for him to come over and give them ideas.

**11. Channel 732 – Marilyn Spall**

Marilyn Spall said that she had been asked about the Parks TV station and was hoping to find an additional means to inform residents about the TV station. People are used to getting the “Happenings” and it will take some time to get used to. It was decided that in January the HPPOA will have the Block Captains go around to deliver the new telephone books they will make mention of the channel.

There are still some issues with the TV channel freezing when the office is closed, they are working on the problem and hope that it will be corrected shortly.

Harald Albinus asked about the music that is being played on the channel and asked if it could be changed saying that sometimes it is very dull.

Joanne Gaughan then asked Jon Bottiglieri to address that issue since he does the presentations for Channel 732. Jon Bottiglieri declined comment.

**12. Trustee Shirts – Becky Earnest**

Becky Earnest made a “motion that the District Office purchase “HPPOA” shirts for Board members in January when the new Board is sworn in rather than go find new shirts since these are readily available and comfortable”. Phil Matton seconded the motion. A vote was called, motion carried.

David Peck 1014 Willow CT thinks that Board Members should not be voting on things during a “Workshop Meeting”. You can discuss things but not bring it to a vote until a “Regular Meeting”.

Joanne Gaughan did explain that they are allowed to vote at a “Workshop Meeting”, as it was addressed years ago, when they had to make faster decisions during the hurricane season and it has never been rescinded so we are not out of order by doing this.

Donna Matton stated that all ACC Members have bought their own blue shirts and at their first meeting of the season, all members wore them and it looked very nice.

**13. Bocce Court Resurface – Rod Lindsay**

Rod Lindsay talked about the condition of the courts saying that it needed to be resurfaced and that the oyster shell surface would be best for drainage and estimates will be presented at the October meeting for review.

**14. Benches - Bocce and Shuffleboard Courts – Rod Lindsay**

Rod Lindsay said that benches are needed for the bocce and shuffleboard courts. He said he went to Lowes and found they had them for \$149.00 and asked that they be purchased since there are funds available that could be used for the purchase in the 2013-2014 budget yr. (5) requested.

Patti Peck said that last May the HPPOA agreed purchasing benches @ \$100.00 but couldn't find any at that price and then were done for the season. We do not meet again until October 6<sup>th</sup> and will bring it back up at the meeting but the price was above what we had approved. We would need to increase the price. We had already approved 4 benches. Chairs for the corn hole and horseshoes were already purchased at the price that had been approved. HPPOA will get back to the Board on the benches.

**15. Landscaping at Compound**

Cheryl Ennis explained that she had been to the Palm House to discuss purchasing some trees for the compound and recreation center. A price of \$150 each for foxtail and Royal Poinciana had been discussed. It was recommended that seven of each be purchased along with variegated Schefflera for the compound.

Becky Earnest made a motion to purchase seven (7) Foxtail Palm, seven (7) Royal Poinciana and variegated Schefflera not to exceed \$2500.00. The motion was seconded by Marilyn Spall.

Jon Bottiglieri, 239 Charm CT, asked if two other bids had been obtained. It was said that the "Beautification" group, while active, had spent a significant amount of time finding a supplier for palms and they offered the best prices around.

Phil Matton explained that the Palm House is about the cheapest place and comes with a guarantee of 1 year on product purchased. Becky Earnest agreed as well.

Marilyn Spall stated that we had already gotten bids during the year and reconfirmed it now.

David Peck 1014 Willow CT. asked about how much will be going into reserves. He asked to get a copy of the minutes from the last meeting but as Cheryl explained that all agenda's and minutes are on the website.

Cheryl Ennis explained that the board had voted to put \$65,000 back into reserves. As of now we are probably going to be putting around \$100,000 back into it.

A vote was called on the motion. Motion carried.

Joanne Gaughan explained that when the last bill is paid for the 2013 – 2014 year, we get an adjusted budget to vote on at the end of October beginning of November.

**16. Public Comment**

Donna Matton, 265 Holiday Park, would like to give credit to the grounds crew, saying they have been working on the greenway on Holiday Park and near Maple and Greenview and did a beautiful job.

**17. Trustee Remarks**

Rod Lindsay wanted to thank the audience for getting involved with the discussion saying that we really need their input.

Marilyn Spall agreed, public input is really needed and thanked the audience.


Phil Matton nothing at this time.

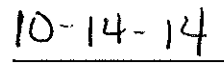
Becky Earnest stated that the Fundraisers will be starting on October 23<sup>rd</sup> at Duffy's in Melbourne.

Harald Albinus nothing at this time.

**18. Adjournment**

Becky Earnest made a motion to adjourn. Harald Albinus seconded the motion. A vote was called, motion carried. Meeting adjourned at 8:35pm

  
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Rebecca Earnest – 1<sup>st</sup> Vice Chairman  
Board of Trustees

  
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Date