



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEE – WORKSHOP MEETING
September 23, 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: Rebecca “Becky” Earnest, 1st Vice Chairman: Joanne Gaughan, Chairman; Rebecca “Becky” Earnest, 1st Vice Chairman; Philius “Phil” Matton, 2nd Vice Chairman; Richard Kissinger, Treasurer; Donald Wink, Assistant Treasurer; Rodney “Rod” Lindsay, Trustee and Harald Albinus, Trustee. All acknowledged their presence. Marion “Molly” Stone, Secretary; Allison Kelly, Assistant Secretary were absent. Cheryl Ennis, District Manager was present with Sharon Johnson recording.

5. Announcements by Chairman

Joanne Gaughan provided an update on items from the last meeting. Roger Frenette had mentioned tree branches hanging over the sidewalk. The address where there were problems was given to Cheryl and the grounds staff cut them.

Mr. Lewis stated that the form used giving a person “Authorization to Enter” property while a resident is away only allows entrance once a week, and his flowers had died. A significant change was made to the form which should resolve future issues.

Mr. Gardiner was upset as he had found many water meter covers broken, the Utility Company was called and stated that they are on private property and anyone could call them and they will come in and do an assessment and replace any water meter covers that are broken.

Joanne Gaughan asked the Board for a motion to add item 6a to agenda to fill the alternate position on the ACC Board.

Becky Earnest made “a motion to add 6a to the agenda to fill the vacancy for the alternate member on the ACC Board”. Richard Kissinger seconded the motion. A vote was called. Motion carried.

6. Board Meeting Minutes - approval of the September 9, 2013 Board Meeting minutes

Minutes of the September 9, 2013 Board meeting were distributed to the Board prior to the meeting for review, and posted on the District’s bulletin board and website. Joanne Gaughan requested corrections

to the minutes. Becky Earnest made a “motion to approve the minutes of September 9th with the corrections”. Donald Wink seconded the motion. A vote was called. Motion carried.

- 6a **Added to the agenda – Vacancy on the ACC Board with the resignation of Maureen Corton.**
Three people inquired about the vacancy on the ACC Board: Joe Clancy, Russ Livermore and John Bonasera.

Donna Matton stated that Joe Clancy had withdrawn his name for consideration.

Richard Kissinger made a motion for Mr. Livermore to be appointed to the ACC Board as an Alternate Member”. Phil Matton seconded the motion. A vote was called. Motion carried.

7. **Consideration of approving contractor for Gate at the Grounds Compound.**

Cheryl Ennis had received quotes for both residential and commercial grade fence. The existing fence is residential, but Cheryl recommends commercial 6 gauge black vinyl. Samples of both were shown to the Members of the Board.

Cheryl explained that there is still enough money in the current budget and would like to have it approved this evening as the gate is broken and is in desperate need of replacement.

Donald Wink questioned why such a difference between Atlantic Fence and Allied Fence. Cheryl said they both quoted the same material.

Becky asked if Allied Fence was the same as we used for the Americana Gate. She was told yes.

Harald Albinus made “a motion to approve the purchase and installation by contractor Allied Fence”. Becky Earnest seconded the motion. Joanne Gaughan explained that the motion on the table was for black vinyl commercial grade fence for \$1,275.00 with Allied Fence. A vote was called. Motion carried.

8. **Fence for R.V. Compound – Discussion: options for fence for R.V. compound**

Cheryl Ennis received quotes for both residential and commercial fence. The commercial 6 gauge fence would take a bump if someone was to back into the fence.

Her afterthought was that we fix the fence that is broken, put new black barb arms and barbwire on the top with a black vinyl gate and replace the broken posts. Then install white vinyl fence in front of it (similar to the fence that is around the canals) to make it look attractive.

Rod Lindsay, stated that this idea had been brought up years earlier about putting plastic slats in fence and it was decided not to do that because of break-ins down in that area, that is why they just have chain link there.

Phil Matton, stated that the fence along the front of the compound really needs a new fence, but he does not think we should make the gate wider than what it is now.

Donald Wink stated: we do not have a proposal for the 2nd suggestion with the white vinyl. He also asked how do people get spaces in the compound and where the money will be coming from in the budget.

Cheryl stated that the office allocates spaces when available, compound policy states that removal of a vehicle for more than 30 days without notifying the office will relinquish space, but this seems to be an ongoing problem as the office is rarely notified.

Rod Lindsay said the problems will be addressed with the compound at the end of the year as he is now in charge when decals are issued.

Donald Wink made a motion for Cheryl to get pricing for the white vinyl fencing to go along with the pricing already submitted. Becky Earnest seconded the motion. A vote was called. Motion carried with one opposed.

9. Consideration of Purchasing a new Commercial Grade Pressure Washer

Richard Kissinger made a motion to approve the purchase of a Commercial Grade Pressure Washer (E4040HG) with the Surface Cleaner Hovering Style and Carbon Steel Ball Valve Assembly based on the price of \$1457.99. Phil Matton seconded the motion. A vote was called. Motion carried.

10. Tree Trimming / Tree Removal

Cheryl received quotes for the following:

- a. (2) Washingtonians 50' tall – Alpine quoted \$300.00 for the removal of both and Palm Bay Tree Service quoted \$250.00 a tree.
- b. Palm tree trimming – Alpine Tree also quoted trimming of trees at various locations throughout the park - 72 palms at \$1120.00 and additional \$800.00 for the 50 on the cul-de-sacs.

Richard Kissinger discussed with Cheryl today regarding money left over in the budget this year. He recommends that we spend the money now to have the 2 Washingtonians removed and the trimming of the trees in the park.

Donald Wink thinks that we should not be taking so many trees down. He thinks that for every tree taken down another should be planted. Personally people should be made aware that if property is bought with trees those trees should be maintained. We do not want to have a barren looking park.

Joanne Gaughan explained that they are not talking about trees on personal property they are discussing common ground.

Becky Earnest made a motion to take the 2 Washingtonians down and trim all palms with Alpine Tree Service at a cost of \$2220.00. Richard Kissinger seconded the motion. A vote was called. Motion carried.

Harald Albinus would like to make sure that we plant some trees to replace the Washingtonians

Becky Earnest stated the HPPOA has money set aside for beautification projects

Discussion on shrubs along path from Center Lane to parking lot and the shrubs along the carport area.

Cheryl Ennis spoke with Pat regarding this, he thinks that the ones in the front of the park should be cut back and they will come back.

Donald Wink stated that the Beautification Group that meets that they have several suggestions regarding the carport area with the shrubs and irrigation system. They have a plan to submit to the Trustees. They are waiting for the budget to go into effect before making suggestions and it is his understanding that things need to come before the board. Irrigation needs to be repaired before planting can be done.

Joanne Gaughan would like Donald Wink to make a presentation before the Board on the Beautification Group's ideas when ready. She also has several ideas regarding the front of the park. One of which is putting an automatic gate system instead of what we have now, asked the board what they thought.

Phil Matton went to the Holiday Park on the West Coast, they have an automatic gate there and spoke with people there, the cost of the gate was ½ the price of a year's pay now but they also have security at night. They hire 2 people from the park to go around from 10pm to 6am in the morning every night with golf carts.

Becky Earnest stated that this was talked about in the spring and practically everyone who spoke with Becky didn't like the idea then. The automatic gate is not a secure thing.

Richard Kissinger's scenario of what would happen if an automatic gate is put in, a security code is given to a person and then that person gives it to another – kind of like a domino effect.

Donna Matton, 265 Holiday Park, stated when she was at the sister park saw the different ways people come thru the gate. If a person coming in there is a commercial vehicle they must call the office to get access to the park. The system is maintained by an outside source.

Harald Albinus stated that there is only 1 way to activate gate and that is by phone or else it will not work. Gate must be activated by phone only in order to make it work.

Joanne Gaughan stated that this item regarding the automatic gate will be put on another agenda in the future for discussion

11. **Formation of Committee to Review Holiday Park Deed Restriction**

Joanne Gaughan stated that on October 28th the lawyer will be here to answer questions, after that she would like to formulate a committee to review the Deeds of Restrictions, Ordinances and Resolutions. Deed of Restrictions should be first on that agenda. To see if any should be changed or updated. Proposed Guidelines, have been written up by the Chairman and distributed to the Trustees. These guidelines should be looked over and give suggestions and changes so that they may be approved at the meeting and signed by the Board. This is going to be a lot of work and we need to have 51% of those voting.

Becky Earnest wanted to let people know that if they are interested in serving on this Committee they should let a Trustee know.

Joanne Gaughan stated that one Trustee will be appointed (only 1 can serve on committee) and each trustee has the right to recommend someone, and then once committee is formed they will have the right to appoint 2 more for a total of 11. We need a lot of voices.

Phil Matton states that we already have a group and do not need another organization. Already have one, and these volunteers have made a lot of progress in regards to the Deed of Restrictions. The people are very qualified from the park and cannot see making up another group to do the same, thinks that it is ridiculous to come up with another plan.

Joanne Gaughan's response to Phil Matton, is that changing the Deed of Restrictions is a very big deal and that she thinks that it should be formal meeting, opened to the public and everything is recorded.

Phil Matton stated that these people are not changing the Deed of Restrictions but are coming up with very good ideas (example like the Ad Hoc committee) and then we could come up with proposals and then we could vote of these proposals.

Harald Albinus was not aware of anything existing, nor does he know who is on the committee or their qualifications.

Donald Wink referred to the job that Allison is doing, but he feels that Joanne is making it an official committee as we can not have sidebar committees. It will be an organized committee and will be going thru the proper channels. It has to be official and organized.

Becky Earnest feels that the people with Allison will probably continue on this new committee.

12. **BrightHouse Networks – Information regarding “Going Digital”**

Letters will be going out from BrightHouse as they as going to be going digital and distributing 2 boxes with a remote to be given to each home starting Thursday, Sept 26th. If a 3rd box is needed they will be charge of \$1.00 per month. In order to get the new TV service you will need to get a digital box.

Rene Sommers, 256 Mystic, was upset as she really does not want digital but was explained that she will need to get the adapter or will not be able to get TV.

Patti Peck, 1014 Willow CT, explained that you will need to get this adapter in order to get basic service on your TV.

Phil Matton has already installed the digital adapter himself but thinks they that will be missing some channels.

Donald Wink asked what happens if the owner of the home is not here when BrightHouse is trying to install these adapters.

Cheryl explained that they will have to call and set up an appointment with BrightHouse when they arrive.

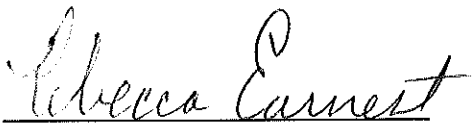
13. Public Comment - none

14. Trustees remarks

Joanne Gaughan said that there will be a Workshop Meeting on December 23rd and would like to know if we should cancel or reschedule the meeting.

15. Adjournment

Becky Earnest made "a motion to adjourn". Richard Kissinger seconded the motion. A vote was called. Motion carried. The meeting was adjourned at 8:15pm



Rebecca Earnest – 1st Vice Chairman
Board of Trustees

10-14-13

Date