



# PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

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

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## BOARD OF TRUSTEES

### WORKSHOP MEETING MINUTES

November 26, 2018 – 7:00PM

Keith Rittscher  
Chairman

Bob Shortlidge  
1<sup>st</sup> Vice-Chairman

Ellouise Raffo  
2<sup>nd</sup> Vice-Chairman

Joanne Gaughan  
Secretary

Allison Kelly  
Trustee

Kendra Bender  
Treasurer

Barbara Whitneck  
Assistant Treasurer

Helen Ferguson  
Trustee

Jack Emerich  
Trustee

Sheree Morris  
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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The Workshop Board of Trustee Meeting of November 26, 2018 was called to order by Chairman, Keith Rittscher, at 7:05 p.m. After the Invocation and Pledge of Allegiance roll call was taken. Present were Keith Rittscher, Bob Shortlidge, Ellouise Raffo, Joanne Gaughan, Allison Kelly, Kendra Bender, Helen Ferguson, Jack Emerich and Sheree Morris, District Manager. Absent was Trustee Barbara Whitneck.

The Chairman announced that approval of Minutes of 11/2/18 and 11/12/18 would be tabled until the next Board meeting to allow Trustees time to read them.

The Treasurer reviewed her report (copy attached) and stated Holiday Park is financially sound and \$97,000 under budget. Future discussion will take place regarding how to wisely spend the money that won't be used in paying off Loan #1 due to it being paid in full in May 2019. Resident Bob Shearer suggested we pay down other loans while resident Sal Cursi suggested consulting a Financial Planner, but it must be a Government Financial Planner. Bob Shortlidge made a motion to accept the Treasurer's Report, second by Allison Kelly; motion carried.

Jack Emerich made a motion to accept Terry Steinman as an approved ACC alternate. Second by Bob Shortlidge; motion carried. The ACC Board will swear in Mr. Steinman.

The District Manager proceeded to give her report (copy attached). Sheree Morris added to the report that holes in our roads would be fixed and sealing may take place in the spring when we have a smaller population in the Park. Allison Kelly asked that a monetary breakdown for the cost of Spectrum adding internet service to our monthly contract charge be given at the next Board meeting. Kendra Bender made a motion to accept the District Manager's report, second by Helen Ferguson; motion carried.

Kendra Bender made a motion to table presentation on IT office upgrades until the next meeting, awaiting additional bids, second by Ellouise Raffo; motion carried.

Bob Shortlidge began his presentation of a suggested new storage compound by stating it is ONLY a presentation for all to contemplate prior to discussion and approval or disapproval by the Board of Trustees. Photos showed the area of where trees would be removed adding 24 new spaces. An improved view would be comprised of 5-6 foot hedges in front of green fencing. Discussion of the mil to be laid down took place; Ron Miller asked if 7 loads would be enough and Sal Cursi asked if the mil was to be concrete or asphalt. Steve Fawcett asked if there would be lighting or any type of security. Ellouise Raffo questioned how many spaces would we truly be adding if the old compound was to be revamped to have larger spaces. Bob Shortlidge said he would look into all these concerns.

Under Old Business Allison Kelly reported the pool reels have been ordered and the 2 new covers have arrived.



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Resident Jean Beach presented an update to Holiday Park's Storage Compound Rules. Allison Kelly asked that wording "not seaworthy" be included to describe vehicles not permitted in the compound. Resident Barbara Hoffman suggested charging a fee for each rental spot. After further public discussion Allison Kelly made a motion to table approval of the Compound Rules until significant rewording was presented, second by Bob Shortlidge; motion carried.

District Manager, Sheree Morris, requested deleting wording from the Administrative Assistant's Job Description which indicated the need to attend Board of Trustee meetings. Motion made by Kendra Bender, second by Allison Kelly; motion carried.

Allison Kelly made a motion to a cancel the December 24, 2018 Board of Trustee Workshop meeting; second by Bob Shortlidge; motion carried.

There being no Trustee Comments, a motion to adjourn was made by Bob Shortlidge, second by Allison Kelly; motion carried. The Regular Meeting of the Board of Trustees adjourned at 8:55 p.m.

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Joanne Gaughan- Secretary  
Board of Trustees

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Date