



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

WORKSHOP MEETING MINUTES

December 10, 2018 – 7:00PM

Keith Rittscher
Chairman

Bob Shortlidge
1st Vice-Chairman

Ellouise Raffo
2nd 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 Meeting of December 10, 2018 was called to order at 7:02 p.m. by Chairman Keith Rittscher after which he gave the Invocation followed by the Pledge of Allegiance. Present at roll call was Keith Rittscher, Bob Shortlidge, Ellouise Raffo, Joanne Gaughan, Kendra Bender, Allison Kelly, Helen Ferguson and Barbara Whitneck. District Manager, Sheree Morris was also present.

The Chairman made some additions and changes to the Agenda and then called for a motion to accept the Minutes of Special Meeting of November 2 2018. Ellouise Raffo made the motion to accept, second by Jack Emeirch, Motion Carried. A motion to accept the Minutes of November 12, 2018 was made by Ellouise Raffo, second by Bob Shortlidge, Motion Carried. Kendra Bender made a motion to accept the Minutes of November 26, 2018, second by Ellouise Raffo, Motion Carried.

Allison Kelly corrected the record regarding her term of service as Trustee in Seat No. 9. She is eligible to serve in any seat available until January 20, 2020.

While there was no new Treasurer's Report, Kendra Bender did inform the public that some discrepancies were found during the current audit and have been addressed. A Treasurer's Report will be presented at the next Regular Board Meeting and at all future Regular Board Meetings. She also stated that updating the present computer system in the office is of high priority and that consideration of an annual compound fee should be discussed. This was her last meeting as serving on the Board of Trustees but she may return at a later date.

While there was no formal Manager's Report, Sheree Morris presented many updates, copy attached. Not included was an update regarding power washing of the sound barrier wall. Half has been completed and should be finished by the end of this week.

Bob Shortlidge asked that an individual verbal vote from each Trustee be taken regarding an additional Compound. But first, Keith Rittscher asked for comments from the Trustees. Ellouise Raffo read her detailed concerns regarding this addition and stated future improvements/changes should benefit the majority of the community, not just a few. There being no other Trustee comments he called for Public Comments. Connie Christly, Ron Miller and Valarie Schonter all expressed concerns regarding, traffic problems, noise and the devaluation of their property. A vote was called for. Bob Shortlidge made a motion to accept the development of an additional compound, second by Allison Kelly. Jack Emerich voted NO as did Ellouise Raffo, Kendra Bender, Joanne Gaughan, Bob Shortlidge, Allison Kelly, Helen Ferguson and Barbara Whitneck. Motion Failed.



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Allison Kelly will give a report on asphalt repairs at the next meeting; awaiting a bid. Legal action is proceeding against the owner of 206 Holiday Park Blvd. and the attorney was asked to speed up the process. Return receipts showed that the owner has received our letters. Discussion to move the Card Room to where the Library is was at the suggestion of Marlene George, Chairman of HPPOA. Allison Kelly provided a schematic of how card tables could be set up, but it was determined that the Library did not provide sufficient room. A motion NOT to move the card room to the library was made by Kendra Bender, second by Barbara Whitneck. Motion Carried with one opposed, Allison Kelly.

Three proposals were presented regarding new exterior and interior doors. Bob Shearer reviewed all and recommended CDA for the job since they had a very inclusive bid. Comments followed; Patti Peck suggested replacing the iron gate leading to the pool (Jim Gahan pointed out it opens in the wrong direction); Bruce Crabb felt we could better spend that money elsewhere and repair existing doors. Ellouise Raffo made a motion to accept the bid from CDA Solutions, Inc. in the amount of \$35,798.89, second by Kendra Bender. Motion carried. Note: CDA Solutions, Inc. installed the new doors in the Recreation Hall.

Discussion regarding wording of the Storage Compound Rules took place. Jean Beach requested Keith Rittscher e-mail the wording he feels appropriate regarding "seaworthy" boats, and a vote to accept was tabled until January.

Allison Kelly asked if the manager had followed up with Spectrum pricing; not as yet. She also asked the manager to look into the cleaning of the canals. Allison also announced that she and Helen Ferguson are now Certified Board Members after taking a required course. After much investigation, Allison has determined that we could erect a gazebo that could be dismantled, if necessary, in the area where we previously had the gazebo. That piece of land has no value, one uninterested owner, and should be utilized.

Marlene George asked that year-round maintenance be done on bocci courts and shuffleboard courts. Manager agreed. Patti Peck inquired why the stump was not removed after removal of tree by the Guardhouse. It should be since residents are required to do so. Marty Peterson said it is required by ACC. Bob Shearer suggested sections of sidewalk repairs should be done each year.

The manager was asked to leave the room by the Chairman while discussion of a Christmas bonus for her was discussed. Joanne Gaughan noted that no previous manager received a Christmas bonus but felt it was entirely appropriate. Kendra Bender made a motion to give Sheree Morris, District Manager, a Christmas bonus, second by Barbara Whitneck; motion carried with one opposed, Allison Kelly.



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The Chairman announced the Reorganization Meeting will be held on Tuesday, January 8, 2019 at 11 a.m.

There being no further business, a motion to adjourn was made by Bob Shortlidge, second by Ellouise Raffo. Motion carried and the meeting adjourned at 9:15 p.m.

Joanne Gaughan- Secretary
Board of Trustees

Date



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Managers summary 12-10-18

- 1.) I have a call into The Lake Doctors, hopefully they'll be out tomorrow to fix the fountain by the gate house.
- 2.) Hope to have the doors and material for all of the entrance doors to the building and rec hall including the billiards room ordered tomorrow. Hoping for installation in January.
- 3.) Will be painting the road stripes by the gate house tomorrow.
- 4.) We have 2 new employee, Debbie Starr (gate attendant) and Randy Gibson (grounds)
- 5.) Checking on crushed oyster shells for the bocci courts and possible resurface of the shuffle board courts.
- 6.) All outed street lights have been reported to FPL. FPL is waiting for a permit from the city of Palm Bay for the light on HPB.

Will have a more in depth report at the work shop meeting!!!

Happy Holiday!!

Sheree