



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEES

WORKSHOP MEETING

May 27, 2014

1. **Call to order**

By: Joanne Gaughan, Chairman at 7:03 PM

2. **Invocation**

By: Becky Earnest, 1st Vice Chairman

3. **Pledge of Allegiance**

Led By: Joanne Gaughan, Chairman

4. **Roll Call**

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

5. **Announcements by Chairman**

Joanne Gaughan stated that at the end of the calendar year there will be 4 seats open on the Trustee Board. The seat numbers are 2, 4, 6, and 8, which are held by Harald Albinus, Allison Kelly, Dan O'Connell, and Phil Matton. If anyone wishes to run against them, paperwork now has to be submitted by June 20th, Dan O'Connell said he has no plan to file. The office has the paperwork necessary if anyone would like to file.

Joanne Gaughan discussed the Boards voting practice and said, in the future, that when there is a vote and there is a split decision, the correct way to count the votes is to do a roll call and ask for the Trustees vote which would be recorded in the minutes. She said it had not been done that way, it does not negate the way the vote went, but the Board will use the correct practice in the future.

Joanne Gaughan explained that Rene Nungesser had returned to answer further questions the public or Trustees might have regarding the Health Insurance. The main question was regarding the issue of going from a private plan to the Affordable Health Care Plans and clarifying why, if the District cancelled their private plan, and went to the a "government program" we could not go back to a private plan.

Rene Nungesser said that once companies leave a private plan, which Holiday Park has currently, the plan converts to the Federal Affordable Care Act Plan. She said every health insurance company out there is converting to those plans and doing away with private plans, so unless down the road somewhere they decide to give up the Affordable Care Act Plan the private plan will most likely not exist. Joanne Gaughan explained that we did vote to renew our plan with Health First, but questioned what plan the employees will have.

Rene Nungesser stated that we renewed the HF24 which is a private plan or premier coverage, the alternate plan which would either be gold, platinum or silver is the Affordable Care Act. She also stated again that once you leave a private plan you must take a gold, platinum or a silver plan under the Affordable Care Act.

Joanne Gaughan asked if there are any other companies that offer a private plan. The answer to that question is no. If you are already in a plan you may stay in a private plan for now.

Marilyn Spall said that because we were already part of this plan, we can remain part of this plan (liked being grandfathered), but once we jump out of it, you cannot go back.

Joanne Gaughan asked if the employees have been given an option to get their own insurance, as they will be paying more money with the plan that was offered.

Phil Matton stated that he doesn't think that this should even have been discussed since it was voted on at the last meeting on May 12th, and we are keeping the same plan. We are trying to take care of our employees, with the Affordable Care Plan, they will have to pay more out of pocket.

6. Board Meeting Minutes – Approval of the Board Meeting minutes from April 28-Workshop, April 29-DOR, May 7-DOR.

The minutes from the April 28, 2014, Workshop Meeting, April 29, 2014 DOR Meeting, and May 7, 2014 DOR Meeting, were posted on the District website and bulletin board for review as well as distributed to the Board prior to the meeting.

Becky Earnest made a motion to approve the minutes with corrections from the April 28, 2014 Workshop Meeting. Molly Stone seconded the motion. The changes were noted. With no other comments, a vote was called. Motion Carried.

Phil Matton made a motion to approve the minutes from the April 29, 2014 Special DOR Meeting. Becky Earnest seconded the motion. With no other comments, a vote was called. Motion carried.

Dan O'Connell made a motion to approve the minutes from the May 7, 2014 Special DOR Meeting. Becky Earnest stated that she has some corrections. After corrections were noted, Becky Earnest seconded the motion. With no other comments, a vote was called. Motion Carried.

7. Managers' Report for April and May

The Districts Manager Report for April and May 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 we needed an electrical permit to do the work out front and stated that he thinks that we should have had a permit to do the job. Cheryl Ennis explained that the electrical was there it was just a matter of hooking up the lights. Molly Stone commented on the T.V. station saying she was looking forward to seeing more information as time went on and was glad to see a "level" budget. Becky Earnest asked if the office had looked into putting up a barrier across the grass, near the exit and golf cart parking, to prevent the irrigation from being damaged.



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Putting in 4x4's posts with the same chain that is in the front of the building will be looked at as an affordable option. Joanne Gaughan asked about a mowing schedule to be put on the T.V. station. That is being worked on and will be posted shortly. Dan O'Connell mentioned that he thought we had quite a few talented people working for us and thought that they were doing a fantastic job and saving the Park a lot of money and discussed the difficulty of mowing and weed whipping saying if you haven't tried it, it's not easy. Phil Matton mentioned that some of the problems seen with mowing are related to the terrain that it is not level and felt that if an owner has a yard that is not level they should fix it if it is a problem. Marilyn Spall thought the grounds crew was doing a great job. She said there may be things that need to be "tweaked" but she thought we were lucky to have them and felt they saved the District quite a bit of money. Becky Earnest "made a motion to accept the Managers Report". Dan O'Connell seconded the motion. A vote was called. Motion carried.

8. **Review and Consideration of Approving the Architectural Control Committee's Recommendations for Rules and Regulations to be used in conjunction with the Restated DOR's.** The list of Architectural Control Committee's Rules and Regulations was posted on the District's website and submitted to the Board for review prior to the meeting. There were questions about some of the wording regarding "deviating" vs. "exceptions" and the size of house numbers. Changes will be incorporated using "exceptions" and a minimum 3-inch house numbers. Harald Albinus questioned the requirement of an application for a bush and did not think an application should be required as he previously discussed. David Peck said that because of the lawn maintenance the District provides, we are requesting homeowners put an application to the Board so that a bush does not inhibit mowing. Dan O'Connell asked about Rubbermaid sheds and why they were allowed. Donna Matton thought that the Rubbermaid sheds would be acceptable storage solution if the cities regulations requiring them to be tied down were followed. Molly Stone asked about the 15-day notice for fixing non-compliance and a carport requirement and the size of the driveway. The ACC Board will adjust the notices for fixing non-compliance to the same as the policy of the District's - 30 day policy.

Harald Albinus made a motion to remove item "2 F" which requires approval of the ACC Board for plantings. Dan O'Connell seconded the motion. David Peck thought that if the Board wanted to have the owner come to the office and provide a drawing, which could be approved if it met the requirements would be fine but felt that the rule needs to be there in order to enforce it. Phil Matton recommends the rule remain with no fee attached for the application. Harald Albinus asked about the fee and where it went. It was explained that the \$10.00 fee pays for the distribution of paperwork to the ACC Board. Cheryl Ennis explained that the additional fees charged for services do help subsidize the losses that the District has experienced with the non-payment of taxes as well as add to the Districts' income. Harald Albinus rescinded his motion and amended it to keep the requirement of the application and delete the \$10.00 fee for planting bushes. Phil Matton seconded the motion. A vote was called. Motion carried. Becky Earnest made a motion to approve the ACC Rules and Regulations with the changes noted. A vote was called. Motion carried. David Peck asked if this would take effect now or after the restated DOR's were completed and approved. It was said that the rules would take effect now and be incorporated in the DOR's under rules and regulation, which can be amended by the Board of Trustees as needed.

9. Budget – 2014/2015**(A) Proposed 2014-2015 Fiscal Year Budget**

Questions and Comments regarding the proposed \$1,435,000 budget for the District's fiscal year starting October 1, 2014. The revised budget, which included the changes for health insurance, was distributed to the Board and residents attending the meeting and posted on the District's bulletin board and website for review. Dan O'Connell asked Cheryl Ennis if the distributed budget would work. The answer was yes. Harald Albinus asked if the increased cost of health insurance was included. The answer was yes. Phil Matton mentioned that the line items for payroll already included enough funds for a 2% pay increase should the Board desire to give the staff a COL in September. Marilyn Spall explained that she discussed the Budget with the District Manager and went over the expenses and budget items, which were explained. David Peck asked about the reserve account, if it was sufficiently funded and what a good dollar amount for the reserves would be. Joanne Gaughan said that John Corton, a past treasurer, strived to increase the reserves to one million dollars and asked Russ Livermore, who had been the Board Chairman for several years if the community had ever gotten to that number. Russ Livermore said the amount that was in the reserves, before the road project, was the most that had been there to his knowledge and had never been to \$1million . Cheryl Ennis explained that she had just attended an emergency preparedness seminar where the dollar value of exposure was discussed and the exact number has not been determined but will be looked at over the summer. There were no other questions or comments by residents or Board on the Budget.

(B) Proposed 2014-2015 Non-Ad Valorum Special Assessment Fee

Consideration of proposed annual Special Assessment Fee of \$2,097 (equivalent to \$174.75 per month) for the fiscal year starting October 1, 2014. Becky Earnest made a motion to approve the Special Assessment. Dan O'Connell seconded the motion. With no comments by the Trustees or Public, a vote was called. Motion carried.

(C) Adoption of Proposed 2014-15 Fiscal Year Budget and Non-Ad Valorum Special Assessment Fee

Dan O'Connell made a motion to approve the Resolution for the 2014-05 budget. Becky Earnest seconded the motion. With no comment from the Trustees or public, a vote was called. Motion carried.

10. Review of Board Meeting Schedule for June 9&23, July 14&28, August 11&25

The Board discussed the meeting dates for June, July, and August. Becky Earnest made a motion to cancel the last meeting for June, the two meetings in July and August, and resume the meetings in September. Harald Albinus seconded the motion. A vote was called. Motion carried.

11. Public Comment

Gloria Walsh said that she understood everything that was said this evening and thanked everyone.



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12. Trustees remarks

Marilyn Spall thanked everyone and thought that everyone worked hard.


Phil Matton said that the truck the grounds staff uses needs to be looked at. He said it is 25 years old but only has about 40k miles.

Marion Stone discussed a resident's problem getting into the building because there are no automatic door openers. The cost had been looked at in the past and was about \$2000.00. The office will solicit bids for that project. Molly Stone thought that it did not really matter what the cost was that it should be done.

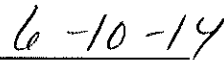
Becky Earnest said the fundraisers were over for the season and they would be back to Rooney's in September and looks forward to new places.

13. Adjournment

Becky Earnest made a motion to adjourn. Marilyn Spall seconded the motion. A vote was called. Motion carried.



Rebecca Earnest – 1st Vice Chairman
Board of Trustees



Date