



**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

March 25, 2019 – 7:00PM

Allison Kelly
Chairperson

Bob Shortlidge
1st Vice-Chairman

Ellouise Raffo
Assistant Secretary

Joanne Gaughan
Secretary

Barbara Whitneck
Assistant Treasurer

Keith Rittscher
Treasurer

Jack Emerich
2nd Vice-Chairman

Helen Ferguson
Trustee

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 March 25, 2019 Workshop Meeting of the Port Malabar Holiday Park Mobile Home Park Recreational District was called to order at 7:02 p.m. by Chairwoman, Allison Kelly. The Invocation was delivered by Trustee Keith Rittscher followed by the Pledge of Allegiance. Roll call was taken. Present were Allison Kelly, Bob Shortlidge, Jack Emerich, Joanne Gaughan, Keith Rittscher, Ellouise Raffo, Helen Ferguson and Barbara Whitneck. District Manager, Sheree Morris was also present.

Chairwoman's Comments: An open position on the Board of Trustees is still waiting to be filled. You need to be a Florida resident and a Florida voter and be willing to work for the community. Still awaiting for a solution to the green spaces regarding golf carts and dogs. Table until next meeting. The leaf blower has been repaired and we ask residents to rake leaves toward the street for pickup during an assigned time. Bob Shortlidge will no longer work with the grounds crew so this will fall onto the District Manager's responsibilities.

A motion to approve the minutes of the March 11, 2019 Regular Board Meeting was made by Helen Ferguson, second by Barbara Whitneck. Motion carried.

Keith Rittscher made Powerpoint presentation of the 2019-2020 proposed budget. It allowed for a 3% increase for security, grounds and custodial staff. Bob Shortlidge pointed out that it could be between 3-5% increase. Health insurance was based upon the Health First platinum plan and Keith stated we should consider paying 100% health insurance in order to keep our employees. There would be no increase in monthly fees. A motion to accept the proposed budget as presented by Treasurer, Keith Rittscher, was made by Ellouise Raffo, second by Jack Emerich. Motion carried with Allison Kelly and Joanne Gaughan voting no.

A motion to accept a revised Recreation Hall Rental Agreement was made by Bob Shortlidge, second by Joanne Gaughan. Motion carried.

Bob Shearer made a presentation for a new gas hot water heater for the kitchen as well as two 4 gallon electric tanks for the bathrooms. Dial DP's proposal at a total of \$4983 was for a 75 gallon A.O. Smith gas hot water heater, as well as new gas lines, gas shutoff valve and mixing valve and the two electric tanks. Jack Emerich made a motion to accept the bid, second by Barbara Whitneck. Motion carried. Joanne Gaughan asked that the contractor put in writing any warranty.

Discussion took place regarding feral cats. Residents were reminded not to feed them. It was suggested they be trapped and brought to the ASPCA to be spade, without charge, and then returned. There was no definitive solution to the problem.

Allison Kelly asked the Trustees to discuss the District Manager's hours. Her contract reads 8-5; presently she works 8-4. Should the hours be changed/corrected? Bob Shortlidge made a motion to change her hours back to 8-5; second by Allison Kelly. Pros and cons were discussed. The Chairwoman then listed many follow-ups where the Manager had been lax. She stated that she could not continue to work with someone who was not transparent and who lied and,



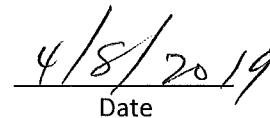
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therefore, she would be resigning as Chairwoman of the Board effective March 26, 2019. Many residents praised the job she was doing and asked her to reconsider. She called for a vote on the motion. It was a tie vote and, therefore, the motion did not carry.

Since this discussion went on for a lengthy period of time, the Chairwoman tabled the balance of the agenda and asked for a motion to adjourn. Keith Rittscher made the motion, second by Ellouise Raffo. Meeting adjourned at 9:10 p.m.


Joanne Gaughan- Secretary
Board of Trustees


Date