



**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**

**REGULAR MEETING AGENDA  
September 09, 2019 – 7:00PM**

Jack Emerich  
Chairperson

Ellouise Raffo  
1<sup>st</sup> Vice-Chairman

Michael Ham  
Trustee

Joanne Gaughan  
Secretary

Gaston Pelletier  
Assistant Secretary

Keith Rittscher  
Treasurer

Barbara Whitneck  
Assistant Treasurer

Paul Diamond  
Trustee

Joe Prisco  
Trustee

Sheree Morris  
District Manager

Karl Bohne  
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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September 09, 2019



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1. Meeting Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call
5. Approval of the Meeting Minutes for 08/26/2019

Action: Motion to Approve  
Trustee Comment  
Public Comment  
Call for vote

6. Discussion regarding outsourcing grounds maintenance. Guest speakers

**A.) Bob's Lawn (John Pollak)**

Trustee Comment  
Public Comment

**B.) US Lawn (Brandon Silverstein)**

Trustee Comment  
Public Comment

**C.) Flawless Lawncare & Landscaping (Mike & Lisa Cram)**

Trustee Comment  
Public Comment

7. Motion to accept selection of 1 ground maintenance contract bid.

Action: Motion to Approve  
Trustee Comment  
Public Comment  
Call for vote

8. Treasurer's Report
9. Manager's Report
10. Public Comment



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11. Trustee Comments

12. Adjournment

**Annualized**

FY 18-19

Grounds Payroll	\$ 208,510.33
Grounds Taxes	\$ 16,854.79
Health Ins	\$ 20,063.77
Worker Comp	\$ 6,193.90
	\$ 251,622.79
Landscape Mgmt	\$ 17,409.84
Contract Svcs	\$ 5,540.38
Landscape Trash Removal	\$ 8,488.95
R&M Grounds Equip	\$ 9,483.14
Irr System	\$ 545.45
Supplies Grounds	\$ 4,084.01
Fuel	\$ 7,648.80
Uniforms	\$ 157.09
Landscape Supplies	\$ 460.43
Ed/Training	\$ 293.45
Vehicle	\$ 214.39
Cap Outlay Equip	\$ 28,746.68
	\$ 83,072.62

**Total Actual Expense**

\$ 334,695.40

Bob's Lawn	A 1	\$ 197,088.00	Savings	\$ 137,607.40	\$ 45,618.46	\$ 91,988.94
US Lawn	B 2	\$ 170,220.00		\$ 164,475.40	\$ 45,618.46	\$ 118,856.94
Flawless	C 3	\$ 182,400.00		\$ 152,295.40	\$ 45,618.46	\$ 106,676.94

**Add**

DeWayne Herrin Hourly Wage/ Health Insurance 14.75 40.00 590.00

30,680.00  
 2,347.02 Fica 7.65%  
 1,779.44 WC 5.8%  
 10,812.00 Health Ins.  
**45,618.46**

901.00 12 mos