



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

October 28, 2019 – 7:00PM

Jack Emerich
Chairperson

Ellouise Raffo
1st Vice-Chairman

Joanne Gaughan
Secretary

Keith Rittscher
Treasurer

Paul Diamond
Trustee

Sheree Morris
District Manager

Michael Ham
Trustee

Gaston Pelletier
Assistant Secretary

Barbara Whitneck
Assistant Treasurer

Joe Prisco
Trustee

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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The Holiday Park Mobile Home Park Recreation District held its Workshop Meeting on *October 28, 2019*. It was called to order at 7 p.m. by Chairman, Jack Emerich. The Chairman called for a Moment of Silence followed by the Pledge of Allegiance.

The Roll call was taken. Present were Trustees Jack Emerich, Ellouise Raffo, Keith Rittscher, Joanne Gaughan, Gaston Pelletier, Barbara Whitneck, Michael Ham and Joe Prisco. Absent was Trustee Paul Diamond. Also present was District Manager Sheree Morris.

Chairman Jack Emerich, announced attorney Karl Bohne would not be present tonight due to illness. He is scheduled to be at the November 11th meeting. Joanne Gaughan asked if he could be asked to attend the November 25th Workshop meeting so that additional residents would be present. Sheree Morris said she would check on that. Joanne Gaughan also suggested residents submit questions for Mr. Bohne on 3/5 cards and submit them to the office so that they may be presented to Mr. Bohne prior to his visit.

The Chairman announced receipt of a Letter of Resignation from Trustee Paul Diamond dated October 24, 2019. Joanne Gaughan made a motion to accept Paul Diamond's resignation, second by Ellouise Raffo. Motion carried.

Keith Rittscher made a motion to approve the minutes of October 14, 2019, second by Barbara Whitneck. Motion carried.

Treasurer, Keith Rittscher, presented a report on immediately paying off the District's two loans at a saving of \$2793.54. Joanne Gaughan asked if that payment was included in our present budget. The answer was no. Connie Christly asked if we have an emergency fund. Keith Rittscher said we have an ample Contingency Fund. A motion to pay off the loans immediately in the amount of \$219,739.58 was made by Keith Rittscher, second by Joe Prisco. Motion carried with one opposed, Trustee Joanne Gaughan.

The District Manager submitted her report, copy attached. *** With regard to the gazebo, permits and engineer drawings are required by Palm Bay. Any plans to revamp the existing library will first be brought before the Board of Trustees.

Becky Earnest asked what was being done about the raccoon population in the Park. Sheree Morris said Jim Friel has captured a couple and we will be purchasing additional traps in the hopes of capturing more for containment. Helen Ferguson said feeding fish and ducks is not against the law. Sheree Morris said she was told feed all wildlife was against the law.

Discussion took place regarding revising the Job Description for District Manager since the present one is extremely comprehensive and should be modified to a more realistic expectation. Hours should be included as well as a CAM license as well as other suggestions. Trustees were asked to submit their recommendation and/or changes to the Job Description presented by Gaston Pelletier to the office for his review. Further discussion will commence at the next Regular Meeting.



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Under New Business, Trustee Joe Prisco said we should look into obtaining an electronic marquee.

Public Comment: Connie Christly was under the impression that U.S. Lawns was going to take care of the entire Park in one day. Not so. Marcia Shearer said she has not had a reply to her complaint regarding U.S. Lawns. Joe Prisco said he will be meeting with the supervisor and will stop by her home.

Chuck Roan said there will be a Veterans Day Parade on November 11th, starting at 8:30 a.m. from Palm Bay City Hall east on Malabar Road to the American Legion Hall. There will be guest speakers and all are welcomed.

Trustee Comments: Michael Ham said he met with Jim Gahan of the ACC regarding the new home on Holiday Park Blvd. and they meet all requirements.

Ellouise Raffo suggested residents should pick up a copy of HPPOA calendar since they have a very heavy schedule of events.

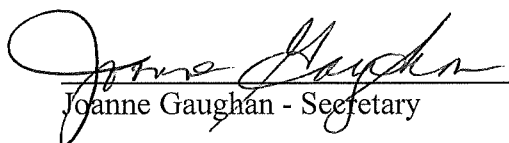
Keith Rittscher was busy compiling financial reports regarding outstanding loans.

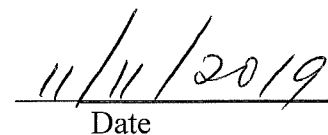
Joanne Gaughan reminded all of a November 7th meeting at Palm Bay City Hall regarding allocation of funds to demolish 8 of the homes they own in Holiday Park.

Gaston Pelletier has been working on revision of Job Description for District Manager and will continue to review Deed Restrictions for updating, if necessary. Joe Prisco continues to work with U.S. Lawns and respond to complaints.

Barbara Whitneck had no comment.

A motion to adjourn was made by Ellouise Raffo, second by Joanne Gaughan. Motion carried. Meeting adjourned at 8:22 p.m.


Joanne Gaughan - Secretary


Date

****Reports referenced in Minutes may be accessed under "Manager Reports" on our website "holidayparkfl.com" per Administrative Assistant*