



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

District Managers Report:

01/24/2020

Port Malabar Holiday Park Board of Trustees:

The library/media room renovations are completed! HPPOA has purchased 4 chairs for the counter and some other furnishings for the room. Chairs will be delivered 1/27, the other furnishings to follow.

Dewayne has installed the new delineator posts at the entrance to the park. He will be painting the concrete posts and replacing signage as needed. Dewayne and Lou have power washed the deck at the front pond, they will begin minor repairs and paint it next week. They have begun spraying the wall behind CVS on Cheswick, it will be pressure washed and prepped then painted.



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I am asking the Trustees opinion on replacing the cameras at Americana and Moonlight with motion detector lighting. The electric is already in place. We are paying Spectrum \$200.00 per month for the modems and service.

Next week I will be working with contractors for bids for repair/repaving asphalt for all of the streets in the park. So far I have received three bids for the repair, cleaning and sealing, and future replacement of the pool deck. When I have all of the proposed expenditures they will be submitted to the Board at which time they can begin discussing setting up reserve accounts for each item.

The 2019 audit planning list is complete and has been forwarded to the auditors.

Please note that the club house parking lot is parking for events only. Residents may park a vehicle for 48 hours. If there is an extenuating circumstance and you need an extra day or 2, please see management.



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Storage compound decals will expire in February 2020. You must bring your item from the storage compound to the office building with a current registration to get your new decal. Lou and I are inspecting the compound on a weekly basis.

When selling your home please notify the office whether it's listed with a realtor or private sale.

Seasonal rental time is here, please be sure your tenant checks in with the office staff. They will have to fill out an application and pay the application fee as well as having the home inspected. Your tenant will not be given a pass or vehicle decal if they do not report to the office.

Sincerely,
Sheree Morris
District Manager



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