



# 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

### WORKSHOP MEETING MINUTES

June 22, 2020 – 1:00PM

Joe Prisco  
Chairperson

Russ Livermore  
Trustee

Jack Emerich  
2<sup>nd</sup> Vice-Chairperson

Joanne Gaughan  
1<sup>st</sup> Vice-Chairperson

Gaston Pelletier  
Secretary

Keith Rittscher  
Treasurer

Barbara Whitneck  
Assistant Treasurer

Sheryl Moore  
Assistant Secretary

Beverly Elias  
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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**June 22, 2020** Workshop Meeting of the Port Malabar Holiday Park Mobile Home Park Recreation District was called to order by Chairman, Joe Prisco, at 1:00 p.m. There being no flag present, the Pledge of Allegiance was not recited.

**Roll Call:** Present were: Joe Prisco, Jack Emerich, Joanne Gaughan, Keith Rittscher, Gaston Pelletier Sheryl Moore, Russ Livermore, Beverly Elias & Barbara Whitneck. Also present was our District Manager, Sheree Morris.

- 1. Chairman's announcements:** Chairman asked all residents to be mindful of the 15-mph speed limit while driving in the park.
- 2. Chairman also informed the Board:** Surfside Pavers submitted three bids to Holiday Park. Going forward all bids received by District Office will be submitted to the Board. It was suggested that the District Manager prepare a proposal to be approved by the Board of Trustees for bids.
- 3. Ron Foote:** Chairman of the ACC gave a presentation outlining some of its regulations. He will again be present at the workshop in July and August. Questions may be directed to him for further clarification and explanation.
- 4. Keith Rittscher:** made a motion to accept the minutes of June 8th second by Russ Livermore. Motion carried with corrections made by Joanne Gaughan.
- 5. Keith Rittscher:** Presented the Treasurer's report and explained how to view the financial reports on the Park's website. Joanne Gaughan made a motion to approve the report as presented, second by Barbara Whitneck motion carried.
- 6. District Manager report:** Sheree Morris read her report. The letter to the auditor was sent by the District Manager.
- 7. Joanne Gaughan:** A representative from US Lawn will be present at the July 27, 2020 Workshop Meeting. In the event US Lawn is given a 30-day notice, Joanne Gaughan suggested to the Manager to begin the proposal process to get three lawn mowing bids.
- 8. Becky Earnest:** To do a presentation with her team on Deed Restriction modifications to be evaluated to present to the residents of Holiday Park.
- 9.** A question was asked as to when will Sunday Bingo get started again? Joe Prisco responded that it will begin Sunday June 28, 2020.



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10. **Sheryl Moore:** Sheryl said she contacted the City of Palm Bay if Holiday Park could have just one garbage pickup per week to eliminate the big trucks from damaging our roads. She will continue to follow up with the city councilman.
11. **Jean Beach:** asked that the District "About Us" book be brought up to date.
12. **Barbara Whitneck:** said she has written information for residents to follow in the event of a hurricane.
13. **Joe Prisco:** made a motion to have Sheree to begin looking to revamp the entrance and exit to Holiday Park for safety reasons.
14. **Joanne Gaughan:** asked the District Manager to have employee reviews ready to be presented to the trustees at the August workshop meeting.
15. **Joanne Gaughan** made a motion to adjourn, second by Joe Prisco.  
Motion carried.

Meeting was adjourned @ 3:13 p.m.

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Gaston Pelletier - Secretary  
Board of Trustees

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Date

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