



# 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

August 25, 2020 – 1:30PM

Joe Prisco  
Chairperson

Russ Livermore  
Trustee

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

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

Sheryl Moore  
Secretary

Keith Rittscher  
Treasurer

Barbara Whitneck  
Assistant Treasurer

Robert Shortlidge  
Trustee

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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Called to order at 1:30 PM by Joe Prisco, Chairman

Pledge of Allegiance was said.

Roll Call: Present, Joe Prisco, Joanne Gaughan, Beverly Elias, Keith Rittscher, Russ Livermore, Jack Emerich, Sheryl Moore. Absent was Barbara Whitneck. Sheree Morris, District Manager was also in attendance.

Chairman Announcements:

Would appreciate no negative comments out there on Facebook. Does not do the park or the residents any good. File complaints with the District Manager or a Trustee.

Kubota Bill is \$252 for repair estimate it out. Cost to repair is approximately \$2500. Might sell for \$3500-\$4500. Coastal Equipment offered \$1000; I countered at \$1200.

Vote was taken. Motion to sell made by Keith Rittscher. Seconded by Joe Prisco  
7 Ayes, 0 Nays. Treasurer's check or cash to be accepted per previous discussion.

We will not have voting in our Park this year.

Employees approaching homes, please wear a mask.

Starting time for September meetings? 2nd/4th Monday. 1:30 PM. Host for Zoom is available. Seems to be a good time. All agreed.

Sale of homes. Joe to meeting with Joan Brown (City of Palm Bay), Sheree, and Palm Bay Attorney. Meeting changed to Monday, August 31, 2020, 2:00. We need clarification. Quiet Title for land to be filed. We expect homes to be removed. No multiple home purchases by one individual. Will the City share our Deed Restrictions: buyers must be made aware.

Ads for tank, mower, leaf machine. Not done. Joe needs to see them. We want to get the ads in. Sheree is having problems with getting pictures.

Rules of ACC need to be on the Website. It was stated they are actually on there.

Karl Bohne, our attorney is not at this meeting as expected.

Approval of Minutes for 07/27/2020. Tabled

Acceptance of Gaston Pelletier resignation, Seat #4.

Motion made by Joanne Gaughan

Seconded by Sheryl Moore

7 Ayes, 0 Nays



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Letter of Interest: Bob Shortlidge, Vacant Seat #4. Term expires December 2020.

Some discussion on his experiences, previous Trustee membership, and expectations to the park as a Board Member.

Motion to Approve made by Joe Prisco

Seconded by Keith Rittscher

6 Ayes, 1 Nay. (No vote by Keith Rittscher)

Secretary asked Mr. Shortlidge to repeat the oath of office and then was sworn in as a trustee.

## Treasurer Report

Motion to Approve made by Joanne Gaughan

Seconded by Russ Livermore

7 Ayes, 1 Nay. (No vote by Sheryl Moore)

The budget adjustment calculations and resolution will be presented at the September 28, 2020 meeting.

## Manager's Report

Request for Proposals to be sent for the oak tree trimming.

Motion to accept the Manager's Report

Motion made by Bob Shortlidge

Seconded by Beverly Elias

Vote: 8 Ayes 0 Nays

Bev Elias stated that we do have one case of Covid 19 in the park. Resident is self-quarantined now. No longer going to the pool. Did contact the office and gave information for contact tracing.

## Employee Reviews

Tabled. Evaluations and pay increases to be done at the September 14, 2020 meeting.

## Public Comment

Ron Foote - ACC on Website. Also, Landscapes has clarification.

Annette Ragas - Maintenance Workers. What do they do for 8 hours?

Proposed Budget, May 2020. What is R/M Hospitality and Goodwill

Meals for 1st responders, volunteers at work projects, etc.

732 might be a nice place to share that for residents to know.

Anne Marie Ashley - What is the sanitizing procedure at 8:30 PM? Chairs should be moved back to line up at 6' apart. Sheree will address that.

## Trustee Comment

Joanne Gaughan. Utilize Ch. 732 for project information prior to starting.

Next agenda: Clearing of ditches and grates.

Bob Shortlidge. Thanks to the Board for this opportunity. Has done research on the



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service animals/emotional support animals. Will share what he has found.

Russ Livermore. Jobs around the park usually done in the off season not being done because we do not have the grounds crew. Cleaning ditches. Sheree did state that signs are being repainted, lines, and arrows.

Sheryl Moore. Truck status? We are keeping it.

Facebook/Website for information only? Lori might find some insight when looking at her training courses to take. Sheree not sure she wants to take that on, because of possible negative comments. Diane Bell says it can be a one-way communication tool.

## Adjournment

Motion made by Joanne Gaughan

Seconded by Joe Prisco

8 Ayes, 0 Nays

Adjourned at 3:30 PM

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Sheryl Moore - 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.*