



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

June 7, 2021

HOLIDAY PARK BOARD OF TRUSTEES:

- 1.) Sidewalk contract signed. Work to commence on June 28, 2021. Will get price on installing sidewalk on Center Lane. and entrance to the park by the gatehouse to the sign.
- 2.) Concrete Pad for the exit gate control box will be poured on Friday, June 11. The arm and equipment will follow within a week.
- 3.) Equipment is being shipped for the networking for the Zoom/in-house meetings. Will keep all informed on the arrival and installation date.
- 4.) Confirmed - Kendall Signs to install the LED sign at the entrance to the park. Waiting for the contract.
- 5.) Preliminary sketches and ideas for the lobby refreshment area have been posted. This will commence on my return.
- 6.) Perspective owner's request to move a pre-owned home (13) years old on the Palm Bay owned lot on Moonlight has been given to ACC Board for their inspection and consideration.
- 7.) Pickup truck back lights are repaired. Brakes will need to be serviced. Will take it to a local car repair shop as the Ford dealer wants to charge over \$1,000.00. The cost of the tail-light and cover was \$286.85.
- 8.) The golf cart broke down. Craig's Carts will be here tomorrow to assess.
- 9.) French drains by the Cheswick gate were installed (in house). The hole was filled with stones.
- 10.) All violation inspections will be done upon my return. All new owner and renter application inspections will be done by Keith Rittscher.

I will keep the Trustees informed of my progress!!

Thanking You,

Sheree Morris, District Manager
Port Malabar Holiday Park