



**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 (APPROVED)

August 23, 2021 – 7:00 PM

Jack Emerich
Chairman

Carol Sommers
1st Vice-Chairman

Trustee

Sheryl Moore
Secretary

Karen Allen
Trustee

Keith Rittscher
Treasurer

Trustee

Paul Goblick
Trustee

Terry Steimer
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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1. Meeting Call to Order at 7:00 PM
2. Invocation
3. Pledge of Allegiance
4. Roll Call

Present: Jack Emerich, Carol Sommers, Keith Rittscher, Terry Steimer, Paul Goblick,
Sheree Morris

Absent: Sheryl Moore, James Zellner, Karen Allen

5. Chairman Announcements

Now is the time to submit your application to run for the Board. Filing time is from
8/23/21 – 8/27/21; packets are available at the District office.

Letter from James Zellner was read – effective immediately, he will resign from his position as
Trustee. Motion made by Carol Sommers to accept his resignation. 2nd by Keith Rittscher.

Call for Vote Yes -5 No-0

Day passes have been reinstated for use at the front gate.

6. Keith Rittscher moved to accept the minutes of the 7/26/21 Workshop Meeting as written. 2nd by
Carol Sommers.

Made by Keith Rittscher

Trustee Comment None

Public Comment None

Call for Vote Yes - 5 No -0

7. Approval of the Special Meeting Minutes for 8/9/21 has been approved. 2nd by Paul Goblick.

Made by Keith Rittscher

Trustee Comment None

Public Comment None

Call for vote Yes - 5 No- 0

8. Treasurer's Report was presented by Keith Rittscher. Carol Sommers moved to accept the Report
as presented and filed for audit. 2nd by Paul Goblick

Made by Carol Sommers

Call for vote Yes - 5 No - 0



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9. District Manager's Report:

Sheree Morris made her report to the Board. A copy will be filed with these minutes.

10. Workshop Items:

- a. Sidewalk replacements update: Terry Steimer reported that the project was moving along on schedule. To date, the old sidewalks have been cut up to Scobey Court; removal of old concrete is up to Candle Court; framing is up to Greenview Court and is continuing daily. Complete pour is up to Center Lane, with pours scheduled for Wednesday and Friday of this week.
- b. Lobby Refreshment Area Update: Sheree reported that the cabinets and countertop have been selected from Home Depot. The cost is \$3,581.59, however, if we approve the purchase and place the order before 9/12/21, Home Depot will give us a 20% discount on the cost of the cabinets. Cabinet installation will be done in-house, and the countertop will be installed by Home Depot. Next will be to install the sink and new light fixtures.

Keith Rittscher moved to move forward with the project and place the order for the materials. 2nd by Paul Goblick:

Call for vote Yes -5 No -0

- c. ACC Board Report: They now have 5 members on the Board and are up and functioning. Reminder that if you are going to do any type of project that will change/affect the outside of your property, it is required that you make application with the ACC Board.
- d. Board Member applications: Resume for Mr. Dennis Pietka was read. No motion was made, therefore, the application failed.

11. Public Comments

It was brought out that our meeting agendas need to be set up to reflect Old Business and New Business: they used to be done that way, so it needs to be done that way again.

Mold on the bottom of the pools and around the lights. Can this be cleaned up?

Deed Restrictions show we MUST all have a carport; more and more homes are enclosing their carport. Are we going to enforce the requirement, or do we need to change the Deed Restrictions?

Has the auditing company been secured for the next audit? Keith reported that the same company we used in the past will be working with us again. Plans are to have it started before the end of September and finished by the 1st of the year.



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It was suggested that the expense of Power Washing and Painting of the sound wall should be placed in the Budget for 2022-2023.


12. Trustee Comments:

- A) Letter read from Anna Personette filing a complaint against our District Manager at the 7/26/21 meeting, Sheree had stated she had all her records from her doctor on file in the office if anyone wants to view them. When Ms. Personette went to the office on 7/30/21 to view her work release, she was told she did not have one and would go to the doctor on Monday. On the following Tuesday, Ms. Personette returned to the office to view the work release and again was told by the District Manager that she did not have one. Issues/words were exchanged and as to date a work release has not been provided.
- B) Carol Sommers reported that she has spoken with Sports Surfaces, LLC on several occasions and each time gets the same sob story. Always one excuse after the other about why the work has not been completed, and to response to why the work that has been done was so poorly done. She then asked the District Manager to move forward asap to file legal action against the company to get our money back and find a new contractor to finish the job.
- C) Carol reported on what she had found out about the upgrades to the pools. She has contacted over 12 companies and to date only 1 has provided an estimate. Pool Doctor of Brevard, Inc. (the company who did our last resurface 20 years ago) gave an estimate of \$16,000.00 for the East pool; \$22,000.00 to the West pool; \$800 to add repairs to the stairs in the West pool and \$5,200.00 to set up a pool lift if we want one.

Keith Rittscher moved to adjourn meeting at 8:46 PM.



Jack Emerich, Chairman



Date