



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)

October 25, 2021 – 7:00 PM

Jack Emerich
Chairman

Carol Sommers
1st Vice-Chairman

Richard Brooks
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, Sheryl Moore, Keith Rittscher, Terry Steimer, Karen Allen, Richard Brooks

Absent: Paul Goblick

Sheree Morris was also in attendance

5. Chairman Announcements

Silence Phones. Officer Sielecki will be present during our meeting tonight. Thank you, Officer Sielecki.

ACC concerns will only be addressed if you have met with ACC and have submitted a written request to speak here.

Gate estimate – have a bid. Our current gate is 10 years old.

I'd like to have the October 20 Special Meeting Minutes for approval, but can delay if we need to.

Board Member letter of application. Letter from Gary Vincent was read. Trustees and Public allowed to address Mr. Vincent.

Motion made by Sheryl Moore, seconded by Richard Brooks to approve the appointment of Gary Vincent to the Board of Trustees.

Trustee Comment	None
Public Comment	None
Vote: Yes - 7	No - 0

Mr. Vincent took his seat at the Board table.

6. Minutes for Approval

October 11, 2021, Regular Meeting.

Motion made by Carol Sommers, seconded by Sheryl Moore.



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Trustee Comment	None
Public Comment	None
Vote: Yes - 8	No - 0

October 20, 2021, Special Meeting, Deed Restriction.

Motion made by Karen Allen, seconded by Sheryl Moore.

Trustee Comment	None
Public Comment	None
Vote: Yes - 8	No - 0

7. Treasurer's Report for approval

Motion made by Karen Allen, seconded by Terry Steimer.

Trustee Comment	None
Public Comment	None
Vote: Yes - 8	No - 0

8. District Manager's Report

A verbal addition was made regarding the pool caulking not being satisfactory. Sheree still researching to try and get the right stuff for the outside of the apron of the pool at the pavers. She has not been satisfied with the caulking that has been done so far. Will get it right.

9. Workshop Items

Checks and Balances. Sheree Morris explained that the office personnel do not write checks. It has been done only one time in the 3 ½ years since she has been here. Our bookkeeper, who is not an employee, writes the checks. All checks go through a 4-point verification, two (2) initials and two (2) signatures. Payroll is done through an outside agency. This is separate from the bookkeeping.

Question was asked about the bonding cost for the new board member. Will be \$100 for just 2 months. Just wanted folks to know this cost. Sheree will check to see if that cost can be extended if he chooses to apply for an empty seat after the election.

Bocci update – was covered in the District Manager's Report.



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Deed Restriction. The hanging issue regarding wording from the Deed Restriction Meeting has been resolved. Lawyer responded. Wording was stated. It is now time to print and get the mailing in order.

Chairman advised Sheree to keep the 3-page email from Attorney Karl Bohne to be used as guidance for the future.

Gate Bid. CDA Solutions has submitted a bid for a new gate arm in the amount of \$4305.70.

Motion to approve this bid made by Carol Sommers, seconded by Karen Allen.

Comments: Repairs have been ongoing and have not been cheap. Warranty needs to be added to the bid. Do we have a lead time? Is there a service agreement? Sheree will be getting all this information tomorrow. New bid to be submitted reflecting her findings. Can a separate arm be added for the sidewalk side?

Trustee Comment	None
Public Comment	None
Vote: Yes - 8	No - 0

HPPOA Announcements

Memberships are up and running. Can purchase during office hours. Will go out seeking members after the first of the year. Activities are starting up. Pancake breakfast starts in November. Thanksgiving dinner being worked on. Non-member price is additional \$3.00/per person for each event.

ACC Board Reports

Thanked the Holiday Park residents for the positive feedback. 460 letters sent out, about 250 responses. Some folks have been given an extension beyond the typical 30 days because of them returning a bit later. Also, the mail was slow in delivering letters (Canada). Question: What happens if a violation is not rectified in 30 days? Holiday Park will make the fix and bill the owner. Lein can be put on the home for failure to pay.

Public Comments

Board should have not voted on gate arm tonight without a service contract or warranty information.



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Mold around the pool. Can it be power washed? It is not mold. Bleach should not have been used on the pavers. Chlorine turns them black. Continual power washing and the sun should help to lighten the black. Will start doing that more often.

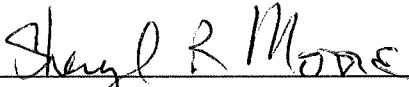
Trustee Comments

Gary Vincent – Thanked Board Members for allowing him the opportunity to sit on this Board. Not allowing ACC issues to be brought up at this meeting was a great idea. Pool rumor control – very divisive in the park. The checks and balances explanation was good information. All positive stuff.

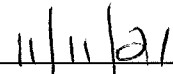
Adjournment

Motion to adjourn made by Carol Sommers, seconded by Keith Rittscher.

Meeting adjourned at 8:21 PM.



Sheryl Moore, Secretary



Date