



**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)

January 24, 2022 – 7:00 PM

Richard Brooks
Chairman

Karen Allen
1st Vice-Chairperson

Gary Vincent
2nd Vice-Chairperson

Carol Sommers
Secretary

Trustee

Keith Rittscher
Treasurer

Mark Bodoh
Assistant Treasurer

Paul Goblick
Assistant Secretary

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"



PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Blvd. NE
Palm Bay, Florida 32907-2196
Office: 321-724-2240

1. Meeting call to Order at 7:00 PM
2. Invocation given by Becky Earnest
3. Pledge of Allegiance
4. Roll Call: Present: Richard Brooks, Karen Allen, Gary Vincent, Carol Sommers, Keith Rittscher, Mark Bodoh, Paul Goblick, Terry Steimer
Sheree Morris was also present

5. Chairman Announcements

- A) Respect the office staff – only enter the office if invited by the staff.
- B) Letters to be read into the minutes MUST be provided to all Board members for inclusion to the minutes.
- C) Chairman received reports of approval on how the last meeting was conducted.

6. Approval of Minutes for 1/10/22

Keith Rittscher moved to accept the minutes as amended.

Vote: 8 - Yes 0 - No

7. Treasurers Report

Carol Sommers moved to accept the report as presented and file for audit, 2nd by Richard Brooks.

Vote: 8 - Yes 0 - No

8. District Managers Report

Sheree Morris gave her report. Report to be filed in the office.

9. Workshop Item:

- a) Fine System Proposal: Keith Rittscher moved to table this matter until further research can be done. 2nd by Mark Bodoh.

Vote: 8 - Yes 0 - No

- b) Review of Assignments (Stage 1)

- 1) Karen Allen: working on ADA Compliance issues.
- 2) Keith Rittscher: working on banking issues.
- 3) Gary Vincent: reported on the black stuff that keeps building up on the pool deck. He discovered that it could be coming from the roof.



PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Blvd. NE
Palm Bay, Florida 32907-2196
Office: 321-724-2240

- 4) Paul Goblick: looking into the solar panels on the roof for the pool. He thinks the switch is bad. Looking into cost to either repair or replace.
 - 5) Terry Steimer: working on the drainage issues. He will be meeting with Mr. Adey to go over the park blueprints and will be continuing to work on the issues.
 - 6) Mark Bodoh: looking into new microphones. He will continue to work on getting cost/quotes and additional information together.
 - 7) Carol Sommers: reported that she had contacted Spectrum. Donna Arceneaux is available on February 15, 16, or 17 to present her quotes and/or plans for the contract. It was decided to have her come on Tuesday, February 15 at 1:00 pm.
 - 8) Richard Brooks: looked into getting Robocall for park. It is very expensive. He did find one company that might have a program we could use. He is also looking into the email blast idea.
- c) Reviewing Office Procedures: Mr. Brooks has asked Sheryl Moore to look at the current office procedures and work on any new updates to the SOP's for the District Office.
- d) Lawn Mowing issues: Mr. Brooks has gotten several complaints and he will be looking into the cutting procedures with Flawless.

10. ACC Report

Mr. Foote gave his report noting that most violations have been resolved. They are continuing to follow-up on any that still need to be resolved. He also noted that several of the older homes in the park are being removed with new ones being brought in. ACC working closely with the owners to make sure all installation guidelines are being met.

11. HPPOA Report

Becky Earnest stated tickets are on sale for the Dinner/Dance on 1/29/22. They will be selling them on Tuesday from 9:00 a.m. to 11: 00 a.m. The Block Chairman's' are out encouraging residents to sign up for HPPOA and are distributing the new phone directories.

12. Public Comments

- A) Annette Ragas read a statement to the Board regarding her feelings about things that were said to her at the last meeting.
- B) Questions were asked about how our credit cards were used; why the card was in Keith's name? and if detailed records were available to residents so residents could see what was being purchased and/or paid for with the credit cards.
- C) Resident asked about the excessive weeds in the park. He wanted to know if the lawncare company could spray for the weeds.
- D) Karen Foote asked if the park website could be updated. Information on the site needs to be changed.



**PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT**

215 Holiday Park Blvd. NE
Palm Bay, Florida 32907-2196
Office: 321-724-2240

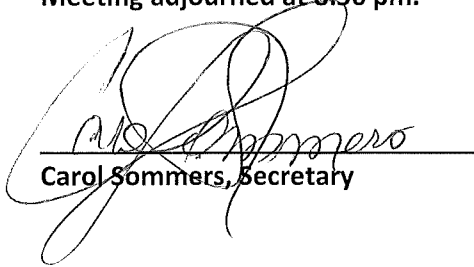
13. Trustee Comments

Nothing that required recording in minutes

Terry Steimer moved to adjourn the meeting, 2nd by Paul Goblick.

Vote: 8 - Yes 0 - No

Meeting adjourned at 8:50 pm.



Carol Sommers, Secretary



Date