



**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

“CORRECTED” REGULAR MEETING MINUTES

April 8, 2019 – 7:00PM

Jack Emerich
Chairperson

Ellouise Raffo
1st Vice-Chairman

Assistant Secretary

Joanne Gaughan
Secretary

Barbara Whitneck
Assistant Treasurer

Keith Rittscher
Treasurer

2nd Vice-Chairman

Gaston Pelletier
Trustee

Joe Prisco
Trustee

Sheree Morris
District Manager

Ryan Poliakoff
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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The April 8, 2019 Regular Meeting of the Port Malabar Holiday Park Mobile Home Park Recreational District was called to order by the newly elevated Chairman, Jack Emerich, at 7:02 p.m. Joanne Gaughan led an Invocation and Pledge of Allegiance. Present were Trustees Jack Emerich, Joanne Gaughan, Ellouise Raffo, Keith Rittscher and Barbara Whitneck as well as District Manager, Sheree Morris.

Chairman Comments: Jack Emerich expressed appreciation for the encouragement he received in performing his new role as Chairman. He encouraged everyone to be sure their address appears on both sides of their mailbox as well as on their home. He would also like to see a committee formed to make recommendations regarding green spaces and golf carts access.

The Chairman introduced 2 new Trustee Applicants, Joe Prisco and Gaston Pelletier, for the vacant board positions after accepting three letters of resignation; Allison Kelly, Bob Shortlidge and Helen Ferguson resigned from the Board of Trustees. A motion to accept their resignations was made by Ellouise Raffo, second by Barbara Whitneck. Motion carried. Resignation letters will be forwarded to Tallahassee.

Keith Rittscher made a motion to accept the minutes of March 25, 2019, second by Ellouise Raffo. Motion carried.

Trustee Candidates: Keith Rittscher made a motion to accept Joe Prisco and Gaston Pelletier as Trustees of the Board. Motion second by Barbara Whitneck. Motion carried. Joe Prisco was sworn in as Trustee for District 2 and Gaston Pelletier was sworn in as Trustee for District 4. Both took their seat at the dais.

Treasurer's Report: Keith Rittscher gave an overall Treasurer's Report. The District is ahead in income and has expended less than budgeted. Jean Beach asked to view a more detailed report at the next meeting. Copy of Treasurer's Report is attached. A motion to accept the Treasurer's Report was made by Joanne Gaughan, second by Ellouise Raffo. Motion carried.

Manager's Report: Sheree Morris, Manager, gave an overview of projects completed and to be completed. Trustees need to vote on a company to replace the gate at Americana Blvd. previously damaged. She also read a letter received from HPPOA Chairwoman regarding donations for flea market and its storage. Copy of letter attached. An update on 206 Holiday Park Blvd. indicated an April 25th hearing at which time a judgement will be handed down. Manager's report attached. A motion to accept the Manager's report was made by Keith Rittscher, second by Ellouise Raffo. Motion carried.

A motion to elevate Ellouise Raffo to the position of 1st Vice Chairman was made by Keith Rittscher, second by Barbara Whitneck. Motion carried.



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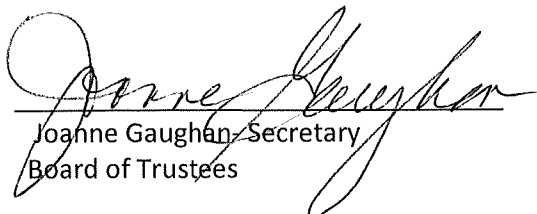
A review of an ICE (In Case of Emergency) form was discussed. Since one already exists through HPPOA, it was suggested it be called DICE or District's In Case of Emergency form. Also, additions to the form were suggested by Joe Prisco. A motion to accept the form, with corrections and additions was made by Keith Rittscher, second by Joanne Gaughan. Motion carried.

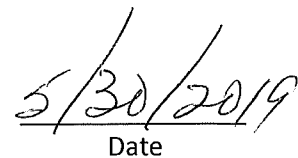
The Trustees voted to approve the bid from Professional Grade Fence for \$3900 to repair the Americana fence. The District's insurance company will pay in full, minus our \$500 deductible.

Public Comments: Karen Carreiro expressed concern and comments regarding boarder tile installed in hallway of recreation center. Manager is open to suggestions and/or changes. Karen also asked the process in place regarding financial and background checks when purchasing a home in Holiday Park. This new procedure needs to be reviewed. Rod Lindsay said a company from West Palm Beach, Spirit Co., would come to Holiday Park to look at the second bocce court regarding installing ground stone, called flour, at a cost of \$7500. Keith Rittscher made a motion to accept, second by Ellouise Raffo. Motion passed. Bob Shortlidge wanted an answer, in writing, from the Manager regarding a personal matter. It was suggested by Chairman, Jack Emerich, that the matter be discussed privately with the District Manager.

Trustee Comments: Ellouise Raffo reminded all that Board meetings are to conduct district business and not personal matters. Keith Rittscher welcomed the two new Trustees to the Board and Barbara Whitneck thanked all for attending.

Joanne Gaughan made a motion to adjourn the meeting at 8:46 p.m., second by Jack Emerich. Motion carried.


Joanne Gaughan, Secretary
Board of Trustees


Date