



PORT MALABAR HOLIDAY PARK  
MOBILE HOME PARK RECREATION DISTRICT

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

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May 22, 2020

Holiday Park Board of Trustees:

The office, rec building, and pools remain closed.  
The outside rest rooms and laundry room remain open.

Maintenance has started stripping the floors in the rec hall and completing the installation of the doors in the lobby then painting the area around the doors and touch up the walls above the base boards.

Owens distributors serviced the dishwasher (quarterly inspection) they replaced a broken screw and repaired the goose neck water sprayer.

The ramp area in the rear of the building is being painted and the PT wood replaced.



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We received 7 new park benches, 3 were placed at the back pond, 3 were placed on Holiday Park Blvd and one was placed by Keystone by the family in honor of Dottie Breslin.

We have removed the dead podocarpus bushes at the entrance to the park. These plants were given to the park by Valcaria Gardens. Guess free isn't always good! I will be looking for replacements.

I will be researching the trimming of the palm trees (150), there was quite an issue last year with the method of trimming, I will be speaking with an arborist to be sure they are properly trimmed.

I Will have a few options for the Board of Trustees at the next meeting to consider the distribution of the grounds equipment.



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Have a safe and happy Memorial Day,

Very Truly Yours,

Sheree Morris  
Special District Manager  
Port Malabar Holiday Park

District Manager can be reached at all times thru this  
pandemic at 321-216-5555.

Please be safe and continue with social distancing!!!

5/26/20

## SIDE NOTE

The skirting on 220 Charm Ct has been repaired. The cats are being trapped then taken to be spayed and neutered, at this time hoping they will be placed with new owners.

I received a call on Saturday that the American Flag at the gate house was completely down, being Memorial Day weekend, I came into the park in hopes of fixing it or find someone who could. I could not fix it myself nor did I find someone who could. I called Dave with Aspen tree service to help raise the flag, there is a light by the shuffle board courts which has been out for several years, Dave will help us replace this as well as it is to high for our staff to reach by ladder. Residents, please do not touch the flags without contacting a staff member or gate attendant!!

I spoke with the daughters of Mr. Fitzgerald from Vista 1061 Ct. They respectfully asked that I disclose his cause of death, he passed away this past

Saturday, cause of death was congestive heart failure. He did not have COVID-19.

We all have known someone or have heard of someone who has had or who may have passed away due to the COVID-19 virus. This has affected every single one of us! Especially in the workplace. We have been working diligently to keep the residents safe and informed through-out this novel pandemic. The phone calls to the office have been unsurmountable. None of us has a crystal ball as our Government is trying to open our State. This applies to our Community as well.

We have furloughed 3 staff members, Kathy (admin) Earl and Lou (Maintenance). I am waiting for the outcome of this Board meeting in regards to opening of the pool etc. to contact Earl and Lou to discuss their return to work.

We of course encourage communication from all residents, however, please be factual! When the COVID-19 was first hit our area, we (as mentioned) had to furloughed staff, the admin staff included,

Lori and myself split shifts, meaning she worked the morning shift. I worked from home mornings and was here afternoons from 12:30 usually until at least 7pm, some days longer. This occurred for approximately 3 weeks. I have documentation to back this up, emails, phone calls and texts.

We of course encourage communication from all residents, however, please get the **FACTS**! Call the office if you have any questions or concerns!

Thank You,

Sheree Morris

Special District Manager

Port Malabar Holiday Park