



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

November 20, 2020

Holiday Park Board of Trustees:

- 1.) The Viburnum suspensum 15-gallon bushes for the entrance to the club house were ordered. They will be here and installed in one week.
- 2.) Theresa Grimes (master gardener) looked at the tree by the back pond, the tree is solid, aside from a beehive, it is solid. C.L. Best Honeybees, LLC. (Clifton Best) will be here Monday morning at 9am to remove the hive.
- 3.) Dave with Alpine Tree Service has finished removing the dead branches from the live oaks around the back pond and the brown palm fronds. They are currently working on the trees at the sound wall.
- 4.) **Today is U.S. Lawns last day of mowing the park. There are 3 outstanding repairs they must address:**
 - **411 Holiday Park Blvd- broken corner of a new paver driveway**
 - **1046 Sunflower Ln- damaged shroud on the A/C unit and damaged concrete pad**



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- **1000 Vista Ct- holes in skirting (they have already replaced it once before)**

I have e-mailed Shane and Josh for all except 1000 Vista Ct., which I just found out about today. I am waiting to hear back from them. Hope to have more information by the Board meeting.

- 5.) We have ordered a new gear box and LED gate arm for the gate house. We are waiting for the materials. Lead time approximately one week from 11/16/2020.
- 6.) I spoke to the reps at Republic Services pick up, they have agreed to start service after 8am.
- 7.) Due to rain and high winds, we have postponed the repair on the roof in the grounds compound. I do have bids for the replacement. I do not feel we are quite there. This should be a budgeted item for next year. We will repair in-house with weather conditions permitting.
- 8.) We are planning to start the restriping of the roads by the stop signs etc. throughout the park on November 30th. So far, the weather looks like it will be cooperating. Terry Steimer and Holiday Park staff



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will be doing the striping. Terry will propose a plan to the Board.

Due to cases of Covid-19 in Holiday Park, the clubhouse/recreation building has been closed to all of the public. Office staff will continue with regular working hours. We will, of course, try to accommodate all residents with decals and extended passes by appointment, and we are here to answer any questions to the best of our ability. The pool remains open however aquatic exercise classes have been cancelled. The Board of Trustees will determine if the pool operation hours will be changed.

My suggestion to the Board is that the pool hours be 8:30am to 5:00pm Monday to Friday and 10am to 5pm on Saturday and Sunday. This will accommodate the residents and be easier for sanitizing as well. Once the pool hours are established, we can schedule maintenance staff accordingly.

There are many projects in the community to warrant maintenance/janitorial staff workday shifts such as



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mulching, pruning, painting, ditch clearing, tree limb trimming along CVS wall, etc.

Please see channel 732 and the Holiday Park Web page for updates.

Lastly, I would like to welcome Stacey Pollock to our office staff as Holiday Park's new Administrative Assistant!

Please, remember to wear your masks and continue to practice social distancing at all times!!!

Respectfully,

Sheree Morris
Special District Manager
Port Malabar Holiday Park