



**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 BOARD MEETING MINUTES

October 26, 2020 – 1:30PM

Joe Prisco
Chairperson

Joanne Gaughan
1st Vice-Chairperson

Jack Emerich
2nd Vice-Chairperson

Russ Livermore
Trustee

Sheryl Moore
Secretary

Keith Rittscher
Treasurer

Cynthia Bodoh
Assistant Treasurer

Bob Shortlidge
Trustee

Beverly Elias
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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Meeting was called to order by 1st Vice Chairman Joanne Gaughan at 1:30 PM
Pledge of Allegiance was recited

Roll Call: Present: Joanne Gaughan, Bob Shortlidge, Keith Rittscher, Russ Livermore, Jack Emerich, Beverly Elias, Cynthia Bodoh, Sheryl Moore. Absent: Joe Prisco
District Manager Sheree Morris was also in attendance.

Chairman Announcements: Adding Item 8.a. Open/Closing of Recreation Hall and future Trustee meetings. New neighbors/homes: Please let your new neighbors know about Ch. 732. Also means the ACC Board is to be vigilant; color charts need to be given to all; put information on 732. November 9 is our next meeting. Follow ups can be added by all Trustees.

Approval of Meeting Minutes for October 12, 2020. Motion made by Jack Emerich, seconded by Keith Rittscher. Yes - 8, No - 0.

Approve Manager's Report dated October 23, 2020. Motion made by Keith Rittscher, seconded by Russ Livermore Yes - 8, No - 0.

US Lawns Report by Bob Shortlidge.

Approve to send a certified letter to end contract with US Lawns at the end of 30 days, effective November 30, 2020. Motion made by Bob Shortlidge, seconded by Keith Rittscher.

Yes - 8, No - 0.

Approval of Flawless Contract for Lawn Services. Motion made by Bob Shortlidge, seconded by Sheryl Moore. Yes - 8, No - 0.

Approval of Tree Trimming Bid: Alpine Tree Service. \$1050 daily rate. Motion made by Keith Rittscher, Seconded by Russ Livermore Yes - 8, No - 0.

Boundary Line/Fence to be checked and confirmed by Sheree Morris.

Opening/Closure of Clubhouse. Discussion that masks **MUST BE WORN** inside the Clubhouse. The Clubhouse will be closed again if residents continue to break the rule of wearing a mask. Consideration of safety for all. The November 9 meeting, at this time, is to be held in the Recreation Hall. Social distancing and masks will be required. We will check into the continuation of Zoom in addition to in person meetings. Will address the start time of Trustee meetings at the next meeting.



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Follow ups.

Palm Bay Homes - covered in DM's report.

Power Washed Homes - The Park has not been paid back by all. One resident is making payments.

Violation letters - more going out

Striping Machine - waiting for drier weather before renting

Grants - Sidewalk grant to be submitted by October 30, 2020

Grate Clearing - Sheree to ask Flawless of their ability to do this

Insured Funds - Sheryl to follow up with TD Bank

Garage Roof - to be done in-house

A/C Replacement - had been approved previously; 2 years ago. Funds were rolled over. A reminder would be beneficial. Card room and billiards room to be done later.

District Manager is interested in pursuing a change in our garbage pickup.

Custodian Ad - District Manager says we are doing fine with the schedule as is with the limited activities.

Current DM Job Description was approved 11/25/2019.

Joe Prisco - not to be removed from the Board of Trustees.

Thanksgiving Day. Motion made to close the building all day. No kitchen use. Motion made by Keith Rittscher, seconded by Jack Emerich. Yes - 8, No - 0.

Public Comments.

Trustee Comments.

Motion to Adjourn made by Keith Rittscher, seconded by Russ Livermore. Yes - 8, No - 0. Meeting adjourned at 3:25 PM.

Sheryl Moore – Secretary
Board of Trustees

11/11/2020
Date

****Reports referenced in Minutes may be accessed under "Manager Reports" and "Revenue and Financials" on our website "holidayparkfl.com" per Administrative Assistant.*