



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

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

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**BOARD OF TRUSTEES**

**REGULAR MEETING MINUTES – approved  
May 9, 2022 – 7:00 PM**

Karen Kay Allen  
Chairperson

1<sup>st</sup> Vice-Chairperson

Gary Vincent  
2<sup>nd</sup> Vice-Chairperson

Ursula Breunig  
Trustee

David Curtis  
Trustee

Keith Rittscher  
Treasurer

Mark Bodoh  
Assistant Treasurer

Joan Occhionero  
Secretary

Becky Earnest  
Trustee

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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1. Invocation given by Karen Kay Allen
2. Pledge of Allegiance
3. Meeting call to Order at 7:05 PM
4. Roll Call: Present: Karen Allen, Joan Occhionero, Gary Vincent, Keith Rittscher, Mark Bodoh, Ursula Breunig, Becky Earnest and Dave Curtis
5. Chairman Announcements

Chairman asked to please fill out complaint forms located in the office when you have a request and make sure you sign the form. She also made some agenda changes to cover old business first than new.

Letter of Intent for Kathy Stone

Some discussion and questions for Kathy. A motion was made by Becky Earnest to approve Kathy Stone for the Board, seconded by Keith Rittscher

Vote: 6 - Yes 2 - No

Kathy Stone was sworn in by Joan Occhionero, Secretary

6. Correspondence
  - a. Certificate from Mark Bodoh showing he passed the Florida State required 4-hour course on Sunshine Laws, Ethics and Public Records;
  - b. A Certificate from Joan Occhionero showing she completed it as well;
  - c. Letters from Ronald Foote and William Linhares to be reinstated on the ACC Board.

William Linhares was sworn in by Joan Occhionero, Secretary.

7. Approval of the 4/25/22 Workshop Meeting Minutes was tabled for corrections

HR Committee and Bambee: Discussion to have Joan Occhionero and Carol Sommers on the Committee and obtain 2 more quotes in 6 months.

Motion by Joan Occhionero to suspend the Committee for up to 6 months, seconded by Keith Rittscher

Vote: 9 - Yes      0 - No



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**Bridge repair/replacement at the pond:** Gary Vincent discussed issues and presented proposals for removal of the bridge.

Mark Bodoh made a motion to remove the back bridge not to exceed \$1900, seconded by Gary Vincent.

Vote: 9 - Yes            0 - No

**Forensic Audit:** Mark Bodoh made a motion to have Matt Carver, CPA perform a Forensic Audit not to exceed \$3500, seconded by Joan Occhionero. Discussion followed.

Vote: 9 - Yes            0 - No

**Vent System/San Effect Environment:** Gary Vincent spoke and discussion followed.

Tabled Duct Cleaning in Rec Hall, permanently

**Spectrum Contract:** Carol Sommers made presentation, discussion followed.

It was brought up that we agreed to use Chasen Gill at Proprevs in March of 2020 to Negotiate a cable/internet contract for us

Motion was made by Becky Earnest, seconded by Gary Vincent to send a letter to Chasen Gill to dissolve contract

Vote: 5 - Yes            4 - No

Motion was made by Gary Vincent to accept the Spectrum contract contingent on cancelling the contract with Chasen Gill, seconded by Dave Curtis.

Vote: 5 - Yes            4 - No

**8. "About us" Booklet:**

Mary Quirk asked for funds to get books printed. Discussion followed - (letter attached).

Motion was made by Gary Vincent to approved \$7,700 to get the 3 ring binder books printed, seconded by Joan Occhionero.

Vote: 9 - Yes            0 - No

**9. Air Conditioning System for the card room and pool room. Gary Vincent gave an update and discussion followed.**



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Dave Curtis made a motion to accept the offer from Freedom Air, seconded by Keith Rittscher.

Vote: 9 – Yes      0 – No

**10. Treasurers Report**

Keith Rittscher presented 1<sup>st</sup> draft of budget: discussion followed. Discussion included employee health insurance and employee benefits. Tabled

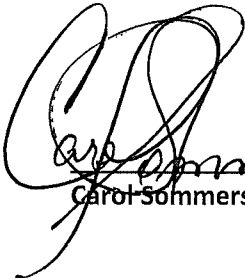
Ursula Breunig left the meeting approximately 9:30, ill.

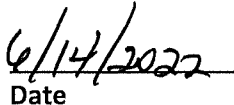
**11. New District Manager Description**

Carol Sommers presented; discussion followed: Becky Earnest made a motion to accept the new job description, seconded by Keith Rittscher

Vote 4 - Yes      3 - No

Keith Rittscher made a motion to adjourn the meeting at 9:35 pm, seconded by Mark Bodoh.

  
\_\_\_\_\_  
Carol Sommers

  
\_\_\_\_\_  
Date