



**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 - unapproved**

August 8, 2022 – 7:00 PM

Carol Sommers  
Chairman

David Curtis  
1<sup>st</sup> Vice Chairman

Gary Vincent  
2<sup>nd</sup> Vice Chairman

Joan Occhionero  
Secretary

Kathy Stone  
Assistant Secretary

Mark Bodoh  
Treasurer

Rebecca Earnest  
Assistant Treasurer

Trustee

Trustee

Miguel Garcia Jr.  
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. Meeting called to order at 7:00 pm
2. Invocation by Rebecca Earnest
3. Pledge of Allegiance
4. Roll Call

Present: Carol Sommers, Joan Occhionero, Mark Bodoh, Gary Vincent, David Curtis, Kathy Stone, Rebecca Earnest.  
District Manager Miguel Garcia Jr. was present.

5. Chairman Announcements

- a. There are still two vacant seats on the Board of Trustees. If you are interested in serving on the Board, please submit your letter of intent. The park and the Board need you.
- b. The “About Us” books are ready for distribution. Mary Quirk and the ladies have been hard at work getting them ready for you to pick up. Please watch for additional updates as to when they will be in the clubhouse for you to pick up. Also, it MUST be noted that there will only be one (1) book per property, and you will be required to sign for the book.
- c. A follow-up letter was mailed to Keith Rittscher via certified mail regarding the disposition of property located at 1056 Maple Court. Hopefully, he will respond to the letter within the next week or so.
- d. Letter of intent for ACC Board from Gary Valentine. Carol Sommers read Mr. Valentines letter of intent.

Discussion followed. Rebecca Earnest made a motion to accept Mr. Valentine onto the ACC Board, seconded by Joan Occhionero.

Vote: 7 Yes 0 No

Joan Occhionero read the Oath of Office to swear in Mr. Valentine.

- e. There was an error made with the “About Us” books. Bruce Crabb brought it to Mary Quirks attention that the inserts we received had the old Policy and Procedures and not the new ones. Mary contacted the printer to find out how this happened. He realized right away it was his fault because he printed the information from the website and not from what Mary had sent him. He accepted responsibility and is



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sending the corrected pages. When the new pages come in, people who have picked up their copies of the book will be notified to come back for the correct pages.

## 6. Approval of the Meeting Minutes for 7/25/2022.

David Curtis made a motion to approve the minutes from our 7/25/2022 meeting as written, seconded by Joan Occhionero.

Vote: 7 Yes 0 No

## 7. Old Business

- a. Dave Curtis gave an update on the new Realtor Program he and his team are working on. He should have more information at the next meeting.
- b. Dave Curtis gave an update on the Cheswick drainage site. Pinson Contractors is having supply issues and was unable to start the project on time. They hope there will only be a one-week delay.
- c. Dave Curtis gave an update on the Lawn issues. He and our District Manager are steadily working on it.
- d. Gary Vincent gave an update on the Air Sanitizing System he is looking into for the clubhouse. He needs one more quote. Gary agreed to send links to all Board members on the product information he has so far, for their review.
- e. Carol Sommers gave an update on STREAMLINE our new web Support team. We have several people training on how to update and make changes to the site. We hope to have the new site up and running by October 1, 2022.
- f. Carol Sommers gave an update on the kitchen project. She wanted everyone to know that she is still moving ahead on it, but it involves more than just the kitchen. Electrical, plumbing and building structural issues need to be addressed as well.
- g. Rebecca Earnest asked if we have heard anything new from PropRevs on the RFP for our cable and internet. Joan Occhionero will contact Chasen Gill before the next meeting for an update.

## 8. District Managers Report

Our new District Manager Miguel Garcia Jr. gave an update on the FOB system but needs to address gate and security issues before he can move forward on that project. They are still working on a new camera system as well. He is in the process of hiring new employees to help with catching up on yard work and to address catch-up issues in the office. New uniforms have been ordered for the Gate personnel.



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9. New Business

- a. A resident wanted the Board to address what he felt were safety issues at the dock in the front pond. It was agreed that we would look into it and possibly put up a sign to "USE AT YOUR OWN RISK".
- b. Gary Vincent asked if a resident helped out in the park, could he get paid? We do not pay residents for volunteering was the agreed upon answer after some discussion.

10. Public Comments:

- a. The issue was brought up about Gate Attendants not writing down license plate numbers-it is being addressed.
- b. A concern was brought up and addressed about dumping items into the storm basin in front of the clubhouse.
- c. Concerns were brought up about how many vehicles DO NOT follow the speed limit inside the park

11. Trustee Comments:

- a. Our Trustees agree that we are all trying to address the concerns of our residents. We cannot address issues that we do not know about so PLEASE, when you see or hear of an issue that should be addressed fill out a form at the office so we can follow up on it. With the Trustees and management handling these problems, this will be a happier place for everyone.
- b. Mark Bodoh informed everyone that the Forensic Audit is complete, and we should be getting a full report shortly.
- c. Mark Bodoh also informed us that he and the District Manager are working together to improve the upcoming budget to make it more accurate.
- d. Carol Sommers informed us that even though our clubhouse is not rated as hurricane proof, it is built very well and could be according to the engineer she is working with on the kitchen project.

Rebecca Earnest made a motion to adjourn, seconded by Kathy Stone.

Vote: 7 Yes 0 No

Meeting adjourned at 8:20 pm.

\_\_\_\_\_  
Joan Occhionero, Secretary

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Date