



PORT MALABAR HOLIDAY PARK  
MOBILE HOME PARK RECREATION DISTRICT

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

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September 21st, 2022

Port Malabar Holiday Park Trustees

Manager's Report

**Overview**

**1. Safety and Security:**

- The new gate camera system is now installed at the front gate. The vendor is to return by Monday morning September 26<sup>th</sup> to make camera and software adjustments.
- Front entrance lighting issues: Four of the main lighting fixtures, as well as the fountain and globe lights near the marquee are inoperable. The issue is due to an overloaded circuit in the guard shack and a timer box that is not working as intended. Eau Gallie Electric, and FPL (Florida Power and Light) have already been contacted and will provide me a schedule for repairs.

**2. Main Recreation Hall and Pool:**

- Cortez Dismuke and Hector Collazo are no longer employed at Holiday Park. In place of Cortez Dismuke, we have a new employee Enrick Ferguson ready to begin custodial on September 29<sup>th</sup>, 2022. In addition, we are adding Cardell Brown to our grounds keeping position who will be replacing Hector Collazo. Both men have years of experience in both custodial and groundskeeping and will be cross trained for gate duties in the event of an emergency.

**3. Grounds and Lawn:**

- The focus for the grounds team is clearing the overbrush of our property fencing. The team has been working on the Americana fence line and will then jump to the CVS wall line nearest the front end of the Park. The CVS wall line will



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receive attention for mold cleaning and painting this fall, this project is scheduled for October thru November.

**4. Request for proposals for Lawn Maintenance and Pool resurfacing/remodeling:**

- A request for proposal for Lawn Maintenance has been distributed to FLAWLESS, Motivated, B & C Lawn, and Myers. The RFPs were sent this past Friday, September 23<sup>rd</sup>, with a deadline for submittals to be made by October 17<sup>th</sup>, 2022.
- A request for proposal for the Pool project has been completed, and is scheduled to be distributed by Monday, September 26<sup>th</sup>. Currently, we have two vendors available to receive the RFP distribution, however, we hope to have a third vendor by this Wednesday. Once three vendors are accounted for, we will distribute the RFP before Friday, September 30<sup>th</sup>. The Pool RFP deadline for “bidder” submittals will be October 24<sup>th</sup>, 2022.

Best Regards,

*Miguel Garcia Jr*

District Property Manager  
Port Malabar Holiday Park