



# 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

### REGULAR MEETING MINUTES (APPROVED)

December 12, 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

Nancy Miller  
Trustee

Trustee

Miguel Garcia Jr.  
District Manager

Karl Bohne Jr.  
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.**

**\* ALL cellphones on airplane mode 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"**



# PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

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

---

**1. Meeting Call to Order:**

At 7:00 PM by Carol Sommers, Chairman

**2. Invocation:**

By Rebecca Earnest

**3. Pledge of Allegiance:**

By all in attendance

**4. Roll Call:**

Carol Sommers, David Curtis, Gary Vincent, Joan Occhionero, Kathy Stone, Mark Bodoh, Rebecca Earnest and Nancy Miller.

Miguel Garcia Jr., District Manager was also present.

**5. Chairman Announcement:**

- a. There are still three (3) vacant seats on the Board of Trustees for the upcoming year, 2023. If you are interested in serving on the Board, please submit your letter of intent. The park and Board need you!
- b. Changes to the agenda: We will add the Treasury Report to this meeting since our Treasurer will be out of town for our next meeting on 12/27/2022.

**6. Approval of the Meeting Minutes for 11/28/2022:**

Rebecca Earnest made a motion to accept the minutes with one spelling correction, Kathy Stone seconded the motion.

Vote: 8 Yes 0 No

**7. Treasurer's Report:**

- a. Mark Bodoh discussed the November 2022 Treasurer's Report in detail. There was some discussion with questions from residents and board members.
- b. Nancy Miller made a motion to accept the Treasurers Report as presented, seconded by Rebecca Earnest.

Vote: 8 Yes 0 No



# PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

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

---

## 8. District Property Manager's Report:

Miguel Garcia Jr., reported on some security and lighting issues at the gate and the streetlight that was down on Borel ~~Court~~ Circle has been removed. He asked for volunteers to help with the "Neighbors helping Neighbors" program. The new pool heaters are to be installed this week. Regarding pool resurfacing, we are still waiting for permits from the City of Palm Bay. Kathy Richardson has given her notice. Her last day will be December 22, 2022. Toni-Ane will assume Kathy's position and we will look for someone to fill Toni-Ane's former position. Please see the District Managers Report dated December 12, 2022, for more of his report.

## 9. Old Business:

- a. DPM 90-day evaluation - Mr. Garcia Jr's evaluation was completed on time, but the Trustees never received an overview of the report. Chairman, Carol Sommers, said she would get that out to all the Trustees this week.
- b. Update on the status of pool repairs: The two new heaters are to be installed this week. The resurfacing is still waiting for a permit from the City of Palm Bay.
- c. Direction for follow-up on financial issues from previous Property Manager and Treasurer: There was discussion about the abusive expenditures from the previous District Manager and Treasurer. Everyone agreed that it is too late to do anything about it, except to learn from it, and keep a better eye on future spending.

## 10. New Business:

- a. Permission to hire an architect for the kitchen renovations: There was discussion by residents and Board members about improving the kitchen. The Board gave Mr. Garcia Jr. permission to price commercial architects to redesign our kitchen.
- b. Holiday Pay for employees: There was a lot of discussion about how we pay our employees when the Holiday falls on the weekend. The ~~Personal~~ Personnel Policy Manual is not clear. It was agreed that we pay Saturday and Sunday holiday pay to full time employees that work those days and Monday for office staff.

## 11. HPPOA Report:

- a. Moria Washington asked the Board for permission to use the old refrigerator as a trade in when they purchase a new one. She also requested permission to donate three stainless steel carts to a food bank as they are buying three new ones. The third request was to allow them to place two picnic tables in the courtyard behind the pool.



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

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

---

- b. Gary Vincent made a motion to approve the three requests, Kathy Stone seconded the motion.

Vote: 8 Yes 0 No

**12. HR Committee Report:**

No report.

**13. Public Comments:**

No comments.

**14. Trustee Comments:**

- a. Nancy Miller asked if we would please invite Chasen Gill to our next meeting.
- b. Dave Curtis suggested that we look into investing some of the funds to make a profit.

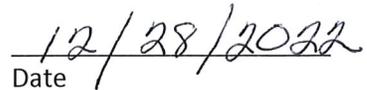
**15. Adjournment:**

- a. Rebecca Earnest made a motion to adjourn the meeting, seconded by David Curtis.

Vote: 8 Yes 0 No

Meeting Adjourned at 10:10 PM.

  
Joan Occhionero, Secretary

  
Date