



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)

May 08, 2023 – 7:00 PM

Carol Sommers
Chairman

David Curtis
1st Vice- Chairman

Gary Vincent
2nd Vice- Chairman

Joan Occhionero
Assistant Treasurer

Kathy Stone
Secretary

Mark Bodoh
Treasurer

Rebecca Earnest
Assistant Secretary

Robert Eldridge
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"



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1. **Meeting Call to Order:** By Carol Sommers at 7:00 PM
2. **Invocation:** By Rebecca Earnest
3. **Pledge of Allegiance:** By all in attendance
4. **Roll Call:** Carol Sommers, David Curtis, Joan Occhionero, Mark Bodoh, Robert Eldridge, Gary Vincent, Kathy Stone, and Rebecca Earnest
5. **Chairman Announcements**
 - a. **There is still one (1) vacant seat on the Board of Trustees. If you are interested in serving on the Board, please submit your letter of intent. The park and Board need you!**
 - b. **The ACC Board has several open seats. If you are interested in serving on the ACC Board, please submit your letter of intent.**
6. **Approval of the Meeting Minutes for 04/24/2023**
 - a. **Motion to Approve:** Rebecca Earnest made a motion to approve the minutes seconded by David Curtis
 - b. **Discussion:** (1) correction to the minutes
 - c. **Call for vote: 8 YES 0 NO**

Joan Occhionero made a motion to accept Cindy Harris to the Board Of Trustees seconded by Mark Bodoh.

Kathy Stone Secretary did the oath of office for Cindy Harris to join the Board Of Trustees.

7. **District Property Manager's Report:** The warm water pool is open!! The District Office has been in communication with the City Of Palm Bay Police Department to have a special meeting in the hall for Holiday Park residents. There has been a recent rash of theft, trespassing, and numerous reports of stolen property. There will be a 30- 40-minute presentation for the residents with updates on issues happening within and outside our community. East Coast Alarms is set to install a camera for the Tillman Canal near Moonlight Ct., the same area trespassers have been seen entering the park. Chasen Gill was contacted to see if the internet could be added to the new bulk package coming in December. This would provide free internet and allow us to monitor this area via live feed. Brevard Pools replaced and supplied the warm water pool drive on Friday, May 5th, 2023. The drive itself has a warranty extension of 90 days, while the display has a warranty for (1) year. Miguel Garci, Jr. suggested the District look into getting a yearly service contract with a pool company for routine maintenance of the pool systems and flow. The District has contacted a few kitchen designers to provide the park with a design focusing on small modifications to improve service and storage in the kitchen. Mowtivated Lawn Service as of May 1st, 2023, is on a new summer cut schedule. The new schedule can be viewed in the hallway glass case in the recreation hall or residents can pick up a copy at the District Office window.
8. **Old Business**
 - a. **Budget- Final presentation:** Mark Bodoh did a final presentation for the 2023- 2024 budget. There was some discussion with residents. The assessment fee was raised from \$16.92 to \$20.00



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Rebecca Earnest made a motion to accept the \$20 assessment increase seconded by David Curtis.

Vote 7 YES 2 NO

- b. **HGI Contract- Any updates on our questions/concerns:** Miguel is looking into a few kitchen designers to provide us with a design. More will be discussed at the next meeting.

9. New Business

- a. **Addendum to the DPM employee benefits- HR Committee:** The HR Committee is making a few changes to the District Property Manager's responsibilities. (1) Miguel will attend regular and sub-committee meetings of the Board Of Trustees. (2) District Property Manager will work 8-5 Mon- Fri with a 1-hour lunch and be on call 24/7 for emergencies. (3) He will receive a 2-week vacation. (4) On the day of Board meetings, the District Property Manager's work hours will be 12 PM- 9 PM with a 1-hour lunch break. Rebecca Earnest made a motion to accept the District Property Manager's responsibilities with the corrections seconded by Gary Vincent.

Vote 9 YES 0 NO

- b. **Purchasing Policy- Mark Bodoh:** Mark Bodoh gave a presentation on the purchasing policy for the District Manager to clear up a few questions and concerns of the residents and Board Of Trustees.

Gary Vincent made a motion to accept the purchasing policy seconded by Kathy Stone.

VOTE 9 YES 0 NO

- c. **Office rules/ access- Miguel Garcia, Jr.:** No one is allowed in Miguel's office when he is not present.

10. **HPPOA Report:** No report

11. **HR Committee Report:** There were a few changes to the District Property Manager's responsibilities. (See above)

12. **Public Comments:** Comments on the fiscal year if it could be changed to a calendar year. There is no answer because we are a Special District.

13. **Trustee Comments/ Announcements:** No comments

14. **Adjournment:** Rebecca Earnest made a motion to adjourn seconded by Cindy Harris.

Adjourned at 9:15 PM

VOTE 9 YES 0 NO

Rebecca Earnest, Asst. Secretary

Date