



**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**

June 17, 2024 – 7:00 PM

Mark Bodoh  
Chairman

Kathy Stone  
Secretary

Vacant  
Trustee

Vacant  
Trustee

Barbara Default  
Asst. Secretary

Patti Peck  
Treasurer

Becky Earnest  
1<sup>st</sup> Vice Chair

Cynthia Grose  
Trustee

Vacant  
Trustee

Daniel Tarnowski  
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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**Regular Meeting Minutes**

**June 17, 2024 7:00 pm**

1. Meeting called to Order: Becky Earnest 7:04 pm
  2. Invocation: Barbara Dufault
  3. Pledge of Allegiance: by all in attendance
  4. Roll Call: Kathy Stone, Patti Peck, Cynthia Grose, Barbara Dufault, Becky Earnest, Mark Bodoh absent.
  5. Chairman Announcements:
    - a. The ACC Board has 1 vacant chair. If you are interested in serving, please come to an ACC meeting so this committee can submit your letter of intent on your behalf.
    - b. There are also 3 vacant seats on the Board of Trustees, please submit your letter of intent.
    - c. Move ACC to number 7
    - d. Notifications of elections.
    - e. Add On Old Business: pool updateTreasurer explanation 8a
  6. Approval Of Meeting Minutes for 5/13/2024, 5/20/2024.  
Motion to approve: Minutes for 5/13/2024 Patti Peck made the motion to approve seconded by Barbara Dufault.  
  
Call for Vote: 5 Yes 0 No
    - b. Motion to Approve: Minutes for 5/20/2024 Patti Peck made the motion to approve seconded by Barbara Dufault.  
  
Call for Vote: 5 Yes 0 No
  7. ACC Report: Shane Hoots gave an update. The house on Dove Court is done. Working on violations and the next meeting is Tuesday June 25, 2024.
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**8. District Report: District Manager had Top Notch explain the lawn cutting for the park. Moving to three days a week instead of four. The contract will stay the same. Rain days for lawn care will be made up on Fridays.**

**Mow-tivated Enterprises waived a 3,780.00 bill for the Park.**

**As you call your guest into the park let them know they will need to show their ID at the gate.**

**The palm tree in front of the Rec Hall has caught a disease and will need to be cut down. The cost is 600.00 dollars. The District Manager doesn't know the cost to replace yet.**

**The District's mailer was sent out, 250 have come back.**

**Nigel Thomas was hired for part-time work to help with maintenance, front gate and grounds. The park has 2 other applicants for part-time work who want 17.00 dollars an hour. Thursday and Friday shifts from 2pm to 10pm.**

**OPUS Media website is up and working great. We had a 249.00 dollar fee for set up. Please get your rental stickers done this month of June. Monday to Friday between the hours of 10am to 2pm.**

**Todd Thomas Homes: Steven Murray could not come to this meeting. He is the gentleman responsible for the renovation for the kitchen.**

**The Trustee Board needs to review properties with unpaid taxes that are rentals.**

**The Trustee Board needs to come up with a protocol for handling this type of situation. This will be put on the next agenda.**

**The gate computer's hard drive is failing.**

**Sound system update is working great. See the flier in the glass case on what has been done.**

**Daniel Tarnowski will be leaving for vacation on June 27th and returning July 8th.**

**8a. Patti Peck gave an explanation about the assets of the park. The Park has 3,944.000 this is total assets not money. Just wanted to make that clear. Patti Peck and Daniel Tarnowski will be talking to the TD bank representative on Thursday about the credit card that is being used in the office for gas and supplies. No changes, just more protection when being used. When doing the ethics classes please use the credit card this will make it easier in the office for them.**

### **9. Old Business:**

- a. New Owner Application: The Park has been talking about doing a background check for the New Owners, Renters and Non-Owner Applications. The District Manager contacted our sister park and they are discouraging the park from doing the background checks. The reasons why are, Discrimination against someone moving in the park and Fair Housing Act. In 2019 the park was contacted by the lawyers not to do the**



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background check. The park is registered with the FDLE which means we will be notified if a sex offender is within 2 mile radius of the park. The Trustee Board at this time will keep the application the same for New Owners, Renters and Non-Owner applications.

- b. **Fine System:**The Trustees talked about going with the Deed Restrictions for the fine system. The Deed Restrictions state that a lien will be put on your property for a fine if unpaid. The District Manager will notify the violator and give them 30 days to correct the violation. After 30 days the violation is not corrected,the District shall schedule a hearing, and a written notice of such hearing shall be hand delivered or mailed, via certified mail, return receipt, to said violator. If you would like to know more about this read it in the About Us Book Section 17. Karen Foote talked about a part-time person to work on the ACC Board in the office.The Trustee Board needs to get the fine system in effect ASAP. Residents are talking about hiring someone outside the park to handle the ACC duties and fines.
- c. **Suggestion Box:** Kathy Stone thanked everyone again for the suggestions in the box. Joan Occhionero suggested cutting down a cactus bush by the gate house that was looking bad. The grounds crew got on it and it's just about finished, looking a lot better. Residents still would like a doggy park. A small home gym with a few exercise machines would be nice. The colors for the office have been voted on, there will be 2 colors one for an accent wall and the other for the rest of the walls. Beach Blanket and Honeysuckle Beige. Thank you everyone who voted.
- d. **Golf Carts on Common Areas:** Please take pictures of golf carts on the green spaces. We need to stop the carts from going into the green spaces. Golf Carts are making ruts in the spaces and it isn't looking good.Trustees will need to work on this problem.
- e. **Gate Passes:** It does state in the Deed Restrictions we do need to give out day passes. The idea of the ID at the gate will be good also.
- f. **Pool Update:** Someone in our Attorney's office represents the Pool Dr, so he cannot assist us any further with this problem. Pool Drs are not getting back to us therefore we will need to find someone else to fix the problem. If we go with a new company a leak detection needs to be performed first which costs 950.00 dollars. Then we can get an idea of what it's going to cost to repair the pool. Another option is to seek legal advice from another



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attorney, or fix it ourselves and seek legal advice to go after Pool Drs for the expense. Suggestion was made to sue Pool Drs.

### 9. New Business:

- a. Rentals Approval: There was none to approve.
- b. DM Evaluations: Please get your evaluations filled out and get them to Mark Bodoh.
- c. Realtor Form: Waiting for Mark Bodoh and the District Manager to get together for a meeting with Chris Marcelle.
- d. 4th of July Pool Party: depending on the weather we will have someone playing music inside or out. Come out and enjoy yourself. 125 residents have signed up. Last day to sign up is June 25.
- e. Ownership of Property: "quit claim deed" In 2017 the park changed the rules to only 1 property owned by a resident. This has to do with a person who owns 10 properties in the park and is under 55. All of these properties are rentals and 5 were purchased after the 2017 rule change. Not all of them were quit claim deeds, some were LLC. Diane Bell mentioned a spreadsheet to keep track of these properties from month to month, but the problem is that the park needs to know before it happens. It will be on the next agenda.

### 10. HPPOA Report: No report

### 11. Public Comments:

Public comments will now be heard. It's important to note that this is a good time for board members to listen, but it would be inappropriate to respond at this time. Comments may be discussed at upcoming meetings to determine if we will place an item on a future agenda.

Karen Foote mentioned the house that Tina owned. The gentleman that is redoing it is going to rent it out next year and he hasn't lived in it. Chris Marcelle brought up conflict management to help us with things in the park instead of hiring a lawyer. David Peck mentioned the fine system again. Cindy Bodoh mentioned we can control who lives in the park. This is a Special District with rules that must be followed. Bruce Crabb brought up the auctions when they sold the properties. It's hard to control that.

Gary Garcia got up to talk about getting hired at the gate in the park. The Trustee Board is still waiting for an answer from the lawyer to see if we could hire a resident from the park. One lawyer advised us to hire a resident under a subcontractor position. They would file a 1099.



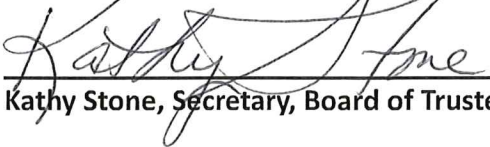
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12. Trustee Comments/Announcements: Barbara Dufault thanked everyone for coming. She also agreed about hiring in the park. Let's find out and do something about it. Patti Peck also thanked everyone for coming. Kathy Stone told Gary Garcia she was sorry he got overlooked for the job. Cynthia Grose thanked everyone for coming. Becky Earnest reminded everyone to get their handicap sticker for their golf cart or don't park there.

13. Adjournment: Patti Peck made a motion to adjourn 9:02pm

  
Kathy Stone, Secretary, Board of Trustee

7-10-2024  
Date



PORT MALABAR HOLIDAY PARK  
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215 Holiday Park Boulevard NE  
Palm Bay, Florida 32907-2196

June 10th, 2024

Port Malabar Holiday Park Trustees:  
Manager's Report

**1. Safety and Security:**

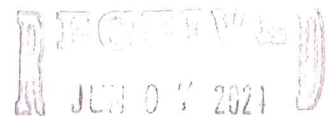
- As you call to have your guest enter the park. Please advise them to have their ID ready to show gate guard.
- The Palm Tree in front of Rec. Hall has caught a disease and will need to be removed. Replace?
- Completed Road patch on Dove Ct.

**2. Main Recreation Hall, Landscape and New Hires:**

- Mailer sent out procedure for return.
- Nigel Thomas will be joining the Holiday Park Team Part Time. He will be working with the maintenance and front gate and Grounds.
- OPUS Media "website" \$249 Migration fee website is up and running.
- Rental stickers renewal for June 2024. Monday Through Friday 10am-2pm
- Todd Thomas Homes "Steven Murray"
- Top notch new cut layout for 3-day process, address debris pick up in common areas. "Jeff Koch"
- We have reviewed Properties with unpaid taxes we have discovered that 3 of these properties are marked as rentals. We need to know the protocol for handling this type of situation.
- Gate Computer's hard drive is failing. They are not receiving emails.
- TD credit card "lower risk"
- I will be leaving on June 27<sup>th</sup> and returning to work July 8<sup>th</sup>.

Best Regards,

Daniel Tarnowski  
Special District Property Manager



BY: .....