



# 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

### WORKSHOP MEETING MINUTES

October 28, 2024 – 7:00 PM

Becky Earnest  
Chairman

Toni Beatty  
Trustee

Vacant  
Trustee

Patti Peck  
Treasurer

Barbara Dufault  
Asst. Secretary

Kathy Stone  
Secretary

1<sup>st</sup> Vice Chair

Gary Vincent  
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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WORKSHOP MEETING MINUTES

October 28, 2024 7:00 PM

1. Meeting Called to Order: By Becky Earnest at 7:00PM
2. Invocation: Barbara Dufault
3. Pledge of Allegiance: By all in attendance
4. Roll Call: Toni Beaty, Patti Peck, Kathy Stone, Barbara Dufault and Becky Earnest
5. Chairman Announcements: Becky made an announcement that Bruce Crabb has been in the office helping out with updating the About Us book with the new rules and regulations for 2024. When this is complete the papers will be handed out for your About Us book.
  - a. The ACC Board has two vacant chairs. If you are interested in serving, please come to the ACC meeting so this committee can submit a letter of intent on your behalf.
  - b. The Board of Trustees is also looking to fill vacant seats, please submit a letter of intent.
  - c. Workshop items added letter K. Letter of intent from Gary Vincent, L. Trees on Holiday Park Blvd. and M. 5 Man Board
6. Approval of Minutes for 10/14/2024: Patti Peck made a motion to approve the minutes for 10/14/2024 seconded by Toni Beatty.

Call for Vote: 5 Yes 0 No
7. ACC Report: No Report
8. District Report: Jeff from Top Notch lawn crew came for the residents to ask questions or have concerns. David Kearns commented on Top Notch charging the Park 8000.00 dollars and not cutting the grass on the scheduled days mind you we just had a hurricane go through, so it was hard for them to mow on the scheduled days. Asking if the Park would get a refund? Jeff from Top Notch explained the situation to the residents and Trustee Board. Top Notch will not cut 1242 Shell Ct. anymore: to many threats to the employees. Top Notch Manager will be cutting the property.

Please call in all guests including food delivery.

Backhoe renting for the ditches. 4-week rental. Put on next agenda.

Sound wall update: Lift would cost 3406.02 dollars to clean the wall and change light bulbs etc.

Fence behind 152 Holiday Park Blvd.: barbed wire fencing would cost 1500.00 dollars to fix. Put on next agenda.



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Fire safety prevention violations: Fire safety cabinets needed for paint and flammable items. Recommend 60 gallons. Cost 1489.31 each, needs two.

Daniel Kirk Update: Daniel Kirk owns all these properties. 1135 Center Lane, 174 Holiday Park Blvd., 438 Holiday Park Blvd., 311 Holiday Park Blvd. and 466 Holiday Park Blvd. Proposal is to sell 1135 Center Lane, 174 Holiday Park and 466 Holiday Park after the leases are up. 1135 Center Lane lease is up September 30, 2025, 174 Holiday Park lease is up July 31, 2023 and 466 Holiday Park lease is up April 30, 2025. 438 Holiday Park Blvd. is rented monthly so a 60-day notice would need to be in place before that one can be sold. He would like to keep 311 Holiday Park Blvd. Patti Peck made a motion that Mr. Kirk needs to sell all 5 mobiles after the leases are up Kathy Stone seconded it. This was not on the agenda so Patti Peck and Kathy Stone rescinded their motions until this can be put on the next meeting.

Hurricane Milton contact FEMA or 211 to see if any assistance will be available: No assistance for the Park is available. Contact them yourself if you need assistance.

Generator Information: more estimates to come next meeting.

This month we will be working on First Aid supplies: Hopefully this will reduce the Parks cost with FMIT.

Repairs completed to office and grounds: The Park had a cut in the roof above the office that's why there was a leak when the hurricane came. Hopefully it's under warranty and it has been fixed. The ground's roof is bad. This will be addressed in future meetings.

9. Treasurers Report: Patti Peck gave the Trustees and residents that update for the Treasurers Report. Posted in the glass case. Barbara Default made a motion to file the Treasurers Report for audit Toni Beatty seconded.

Call for Vote: 5 Yes 0 No

10. Workshop Items:
  - A. District Manger explained HOA Life. It will NOT replace the website. It will help the office run more efficiently. The cost is 268.00 dollars a month besides 249.00 dollars monthly for the website. Patti Peck made a motion to purchase HOA Life Software Kathy Stone seconded.

Call for Vote: 4 Yes 1 No Barbara Dufault voted No. It did not pass because we are a board of nine and we only have 5 Trustees so unless all 5 Trustees vote yes it will not pass. Information from the lawyer.

Later in the meeting Gary Vicent read our By-Laws, Article IV, Section C more research to follow.

- B. Office Personnel: District Manager and Jessica Saeger will be interviewing applicants for office help. Mandi Weir resigned she will only be doing the books once a week.
- C. Rental Application: 385 Holiday Park Blvd. has been a rental from before. No need for



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discussion. Kathy Stone made a motion to accept the application Patti Peck seconded.

Call for Vote 5 Yes 0 No

- D. Pay Raises: Every Trustee should have received an evaluation for all employees. Raises are directly linked to performance appraisals. June 10, 2019, a motion was accepted and approved that there would be a 3%-5% increase, again on Merit. February 7, 2024, documents stated that a new employee has a 90-day probation period and there would be NO raises for at least 6 months or even a year. Patti Peck had picked out 5 employees to get raises. Kathy Stone added 5 more employees that she felt should have a raise. Barb Dufault would like the District Manager to suggest pay raises. He sees what the employees do every day. Trustees will vote on pay raises and put on next meeting agenda.
- E. 1135 Greenview Letter: Mr. and Mrs. Brown brought their concerns to the Board. Their son is having health problems and would like him to be able to live here in the Park until he gets better. Toni Beatty made a motion to let their son live here while he gets better seconded by Kathy Stone. The Trustees will bring it back in January after getting a doctor's report to see how he is doing. The son will be going to the doctor in December.

Call for Vote: 5 Yes 0 No

- F. 1271 Joy Court: Chris Marcelle running a business out of her home. She would like a formal complaint. Follow procedure. The violation is sending a mailing out to everyone in the park that she sells real estate. Patti Peck would like us to clarify what a business is. The Park has residents doing business out of their homes.
- G. Letter of Intent: Kathy Stone read Gary Vincent's letter of intent. Questions were about joining the Board. Patti Peck made a motion to accept Gary Vincent's letter of intent Kathy Stone seconded. Gary Vincent will take seat number 7.

Call for Vote: 5 Yes 0 No

- H. Trees on Holiday Park Blvd.: District Manager will get estimates for next Board Meeting.
- I. 5 Person Board: Becky Earnest explained this is not easy to get a 5-man board passed. It takes at least 2 years and it is expensive. Barb Dufault would like the Lawyer to come to the next Workshop Meeting to talk to the residents about how important the Board is the and the sunshine laws. Trustees all agree this is what we need to do.
- J. Suggestion Box: Heated pool needs to be warmer. Equipment for pickleball is here. Kathy Stone read a letter from a resident how terrible the meeting was from 10/14/2024, a few residents were out of control.
11. HPPOA Report: HPPOA brought the equipment to play pickle-ball. Pancake Breakfast is November 2, 2024. HPPOA had their first meeting with lots of activities and entertainment going on. Thanksgiving meal in the hall on Thanksgiving Day. HPPOA needs chair people to help. Please step up. The photo directory happens every 5 years and needs someone to take this over.
12. Public Comments: Phone directory is coming out next year. If corrections let Dianne Bell know.



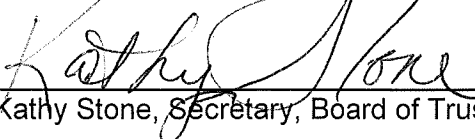
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Dianne Bell would like someone to step up to run You Tube for the meetings.

13. Adjournment: Patti Beck made a motion to adjourn at 9:30 PM.

  
Kathy Stone, Secretary, Board of Trustees

  
Date