



# PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Blvd. NE, Palm Bay, Florida 32907-2196

Office: 321-724-2240 | Fax: 321-724-8166

E-mail Address: [holidaypark@holidayparkfl.com](mailto:holidaypark@holidayparkfl.com) | Website: [holidayparkfl.com](http://holidayparkfl.com)



## Regular/ Workshop Meeting Minutes

December 8, 2025 7:00pm



APPROVED

Rebecca Earnest  
Chairman

Toni Beatty  
Asst. Treasurer

Barbara Dufault  
Trustee

Patti Peck  
Treasurer

Trustee

Kathy Stone  
Secretary

Angela Glover  
Trustee

Vacant  
Asst. Secretary

Joanne Gaughan  
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 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 cell phones 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 Called to Order: Becky Earnest at 7:01pm

2. Invocation: Barbara Dufault

3. Pledge of Allegiance: by all in attendance

4. Roll Call: Becky Earnest, Toni Beatty, Patti Peck, Kathy Stone, Barbara Dufault, Angela Glover, and Joanne Gaughan.

5. Chairman Announcements:

A. New Business: Infrastructure meeting

6. Approval of Meeting Minutes 11/24/25 6pm 11/24/25 7pm

Toni Beatty made a motion to approve the Minutes for 11/24/2025 6pm seconded by Barbara Dufault.

Call for Vote: 7 Yes 0 No

Approval of Meeting Minutes 11/24/25 7pm

Toni Beatty made a motion to approve the minutes for 11/24/25 7pm seconded by Patti Peck.

Call for Vote: 7 Yes 0 No

7. ACC Report "Letter of Intent:" Mike Couture gave the ACC Report. Kathy Stone read the letter of intent for Timothy Whelihan.

Angela Glover made a motion to accept Timothy Whelihan letter of intent for the ACC Board seconded by Patti Peck.

Call for Vote: 7 Yes 0 No

Kathy Stone gave the Oath of Office to Timothy Whelihan.

8. District Report: Safety and Security: Speed limit is 15 MPH.

Main Recreation Hall, Landscape and New Hires: Employee meeting was last week. The District Manager gave the BOT some concerns from the employees. Concerns attached to the Minutes.

Non-Advalorem Taxes: The District Manager finally got an answer about the taxes. The Park is paying for Non-Advalorem taxes which we will never be exempt from. FASD is working on it in Congress to make Special Districts exempt from paying these taxes. Discussion will start in January of 2026.

Owner decals are available M-F 10am - 2pm.

The Maintenance believes there is a problem with the irrigation system. The District Manager will get the electrical company to come out and take a look at it.

Gate area suggested more lighting & a camera near the front entrance.



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The Pipeflow Company came out and found we do have an issue. The pipe would be from the building all the way to the manhole. About 101ft from the building it looks like there is an electrical conduit shooting out the top of one. This could be the reason why the back up happened in the past with the kitchen. The process to take care of the problem is lining it and putting (2) cleanouts in. (1) where the existing one is and another under the canopy by the front entrance.

The cost for 150ft would be \$27,000.

This will be on the next agenda.

10. HPPOA Report: Linda Santamaria gave the HPPOA Report.

## 11. Old Business:

- A. Laundry Machines: The District Manager gave the BOT a run down of the commercial machines and standard machines. Commercial machines come with a (3) year parts warranty. The standard machines warranty are not as good. This will be on the next agenda.
- B. Compound Services: The District Manager got a call from Protek Service, they provide service for fire ants, traps for rodents, rats and mice. The cost is \$119 a month. They will check the traps once a month.

Joanne Gaughan made a motion to accept Protek for the compound seconded by Toni Beatty.  
Call for Vote: 7 Yes 0 No

- C. District Manager Contract: Patti Peck made a motion to discuss the District Manager Contract seconded by Kathy Stone.

Call for Vote: 7 Yes 0 No

The BOT discussed severance pay and the contract looks good to most of the BOT. This will be put on the next agenda. The new contract will be posted for everyone to look at.

## 12. New Business:

- A. Infrastructure Meeting with Mike Couture, Bob Adey, Don Washington, Gerry Patrella, Dan Tarnowski & Becky Earnest. Questions/Comments on projects to get done in the next 5 years.

Listing of projects.

- 1.. The rubber roof needs to be inspected.
2. The Main Rec Hall needs to be renovated.
3. The stage curtain needs to be taken care of and the stage needs to be striped for safety reasons.
4. Headset microphones for the Trustee Meetings.
5. The outside Rec Hall needs to be painted where required and the window sills need to be wrapped with metal.
6. The road repairs were required and that needs to be done ASAP.
7. Line striping with proper crosswalks.
8. The Grounds Building roof needs to be replaced on the small building. The main door replaced. The inventory of the Park equipment and Maintenance equipment.
9. The Gate House the bathroom needs remodeled, the sliding door needs maintenance and the sewer drain needs maintenance.
10. Doing a Conference Room next to the Manager's Office.



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There will be a meeting in the next couple weeks, if you have any input let the Committee know. They are requesting \$5000 to fund some of these projects. They will work with (1) Trustee and Dan for the purchasing. This will be put on the next agenda to authorize the money for the projects.

B. Trees in Greenspaces: The first (4) planters out front of the Park are going to get a face lift. The Committee involved is removing some trees from the planters. Dan would like to take those trees and transplant them in the Park.

Palm Trees in the Park is in the budget this year to be trimmed up. There are 157 palm trees in the Park. The Park has (3) bids,

1. Wickham Lawn Service at \$70/ Palm Tree
2. TopNotch Lawn Service at \$55/ Palm Tree
3. Alpine Tree Service \$5070

Joanne Gaughan made a motion to use Alpine Tree Service to trim the Palms in the Park seconded by Toni Beatty.

Call for Vote: 7 Yes 0 No

There are other trees in the Park that need to be trimmed; they will get addressed in the Spring.

C. Incoming Trustee and Spouse Employee: The District Manager explained to the BOT the situation with the incoming Trustee and an Employee.

Kathy Stone made a motion to discuss and Toni Beatty seconded it.

Call for Vote: 7 Yes 0 No

Angela Glover made a motion to accept the viewpoint of the Assistant General Counsel of the Florida Commission of Ethics and allow the incoming member elect to take their position and allow the spouse to remain in his position seconded by Joanne Gaughan.

Call for Vote 4 Yes 3 No Kathy Stone, Becky Earnest and Toni Beatty.

D. Resident Letter: Kathy Stone read a letter from a resident in the Park. Discussion was with the BOT and the residents. Letter attached if you would like to read it.

E. Grounds/ Maintenance Supervisor: The District Manager gave the BOT a Payroll listing for Grounds and Maintenance Supervisor. Patti Peck mentioned changing the title to Facilities Supervisor. The payroll budget does even out. Another part-time employee will need to be hired.

Joanne Gaughan made a motion to offer Jason the Grounds Maintenance Supervisor with a pay increase to \$27 an hour. Then there was more discussion to change the title to Facilities Supervisor so Joanne Gaughan changed her motion to Facilities Supervisor with more discussion and Patti Peck seconded it.

Call for Vote: 7 Yes 0 No

13. Suggestion Box: No suggestion in the box.

14. Public Comments: Public comments were heard by the BOT.



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15. Trustee Comments/Announcements: A BOT made a comment about the important papers for the Trustees, a copy made and put in our mailbox in the office. Thank You all for coming. Enjoy the Holiday Season.

16. Adjournment: Patti Peck adjourned the meeting time 9:15pm

Kathy Stone /jg

Kathy Stone, Secretary, Board of Trustee

12/23/2025

Date