



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

215 Holiday Park Boulevard NE  
Palm Bay, Florida 32907-2196

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**BOARD OF TRUSTEES**

**WORKSHOP MEETING MINUTES  
February 26, 2024**

**MARK BODOH  
CHAIRMAN**

**KATHY STONE  
SECRETARY**

**VACANT  
TRUSTEE**

**PATTI PECK  
TREASURER**

**DAVID KEARNS  
2<sup>ND</sup> VICE CHAIRMAN**

**REBECCA EARNEST  
1<sup>ST</sup> VICE CHAIRMAN**

**BARBARA DUFAULT  
ASST. SECRETARY**

**VACANT  
ASSISTANT TREASURER**

**VACANT  
TRUSTEE**

**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 THE BOARD MEETING 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”**

**REGULAR MEETING**

**FEBRUARY 26, 2024**



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1. Meeting call to Order by Mark Bodoh at 7:05 Date February 26, 2024
2. Invocation Barb Dufault
3. Pledge of Allegiance By all in Attendance
4. Roll Call Mark Bodoh, Kathy Stone, Patti Peck, David Kearns, Becky Earnest, Barbara Dufault. Nancy Miller absent.
5. Chairman Announcements
  - A. The ACC Board has several vacant seats. 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 2 vacant seats on the Board of Trustees, please submit your letter of intent.
  
  - C. The Insurance for the park has gone from 12,000 to 20,000 per quarter The reasons are FL is highest zone for hurricanes, prices going up, natural disaster. Moonlight drainage is the parks problems. Checked on the roads with Palm Bay utilities the roads are the parks responsibilities. Streetlamps can only be taken care of over the phone.
6. Approval of Minutes for 2/12/ 2024
  - A. Motion to Approve Patti Peck made a motion to approve Becky Earnest seconded with corrections.
  - B. Discussion
  - C. Call for Vote 6 Yes 0 No
7. District Report Daniel Tarnowski the District Manager gave a report on safety in the park. Please wear protective clothing when out at night or carry a flashlight. Pool heater number 1 was fixed today. Pool Tables were worked on 2/22/2024 and 2/23/2024. New tops look good. Shannon Brogan Foreman for the village of Palm Bay regarding pumping at Americana entrance. 3 weeks for completion. A hi definition camera installed in the kitchen for the ice machine. Pool Doctors will repair the pool at the end of the week. Could be closed for a week. Computer Experts has completed repairs to the computers in the office. The estimated cost is 4595.00 for installing 5 new computers. 4495.00 for installing a new mainframe., 1800.00 for installing the data that's on the computers now. Our hard drives are small and work slow.
8. Treasurer's Report A bookkeeper was talked about for 600.00 dollars a month. The previous bookkeeper would not come back without a contract. All bills are being paid.
9. Workshop Items
  - A. RFP'S for lawn service Secretary Kathy Stone read the proposals for the lawn crew.
    1. Brightview April 2024 to September 2024 26 cuts. Cost per cut 7,765.78 Total bid 201,910.28  
October 1, 2024 to September 30, 2025, 36 cuts. Cost per cut 7,765.78 Total bid 279,567.90  
October 1, 2025, to September 30, 2026, 36 cuts. Cost per cut 8,398.69 Total bid 287,954.94
    2. Creative Pavers and Tree service, LLC April 2024, to September 2024 is 24,000.00 monthly Total bid 144,000. October 2024 to December 2024 24,000 monthly Total bid 72,000.
    3. Mow-Tivated Enterprises LLC April 1, 2024, to September 30, 2024 cuts 24 Cost per cut 7,250.00 Total bid 174,000 October 1, 2024, to September 30, 2025, 39 cuts. Cost per Cut 7,500.00 Total bid 292,500. October 1, 2025, to September 30, 2026, 39 cuts Cost per cut 7,800.00 Total bid 304,200.
    4. Tammy Becker Pools and More April 1, 2024, to September 30, 2024, 26 cuts. Cost Per Cut 5,281.25 Total bid 126,750. October 1, 2024, to September 30, 2025, 39 cuts Cost Per Cut 5,281.25 Total bid 253,500.



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- B. Vetting Park Realtors Trustees talked about what the realtors should know before they sell in the park. The park is not HOA, 25-pound dog limit. Realtors come in on the weekends how to control this. Need to come to the office for a form to fill out so they know what the rules are.
  - C. Bookkeeper Nancy Miller found a bookkeeper for 600.00 dollars a month with on board fee. She has knowledge of QuickBooks and can get us up to date with the bookkeeping. She says the budget could be improved. Bruce Crabb mentioned a bookkeeper we had before her name is Sandy Brown.
  - D. Update on Office Personnel Jessica Saeger was hired for the Administration Assistant in the office. She will need to give 2 weeks' notice to her employer. Also need a part-time person in the office for ACC, etc. The park needs gate personnel, plus Custodial position.
  - E. Grants and Bonds Nancy Miller contacted a judge to ask about bonds and grants. He suggested finding a retired City Manager to help us.
10. HPPOA Report March 23,2024, is the Holiday Park BBQ. Still need volunteers for the day.
11. ACC Report the meet and greet the ACC had been a good turnout. A speaker gave out 211 cards for Crises Prevention Line. ACC rules will be changed for people getting on the Board. You must live in the park for a year before a letter of intent be given. Once you resign from the Board you will need to wait one year before you can put your letter of intent in again.
12. Public Comments Discussion was on dogs in the park being overweight. One idea was to have every dog have a holiday park tag, so we know they belong in the park. Residents would like a grid of the lawn service contracts posted. The office will be getting handicap stickers for the golf carts. Residents brought up about a background check for new residents. We have a pedophile in the park. Check into a Legal Advisor for the park. The Secretary used caps for the minutes, sorry I thought it could be read easier.
13. Trustee Comments/ Announcements Laundry Contract is finally back. signed. Would like to post a sign about the new prices. Golf carts should have working lights if you're driving around at night. Bicycles need to follow the rules in the park also. A question was asked again about residents working in the park. The park looks good to the outside residents we had at the flea market. The Trustees would like to paint the office. Would like to finish off a paneled wall with sheet rock. Help from the residents getting this done would be appreciated. One item from our Deed Restrictions will be covered at each meeting.
14. Adjournment Becky Earnest made a motion to adjourn, seconded by Patti Peck Adjourned at 9:03