



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEES

MEETING AGENDA

April 8, 2013 - 7:00 PM

Joanne Gaughan
Chairman

Rebecca "Becky" Earnest
1st Vice-Chairman

Philias "Phil" Matton
2nd Vice-Chairman

Vacant
Secretary

Allison Kelly
Assistant Secretary

Richard Kissinger
Treasurer

Donald R. Wink
Assistant Treasurer

Rodney "Rod" Lindsay
Trustee

Harald Albinus
Trustee

Cheryl Ennis
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.

NOTE: MINUTES OF 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"

1. **Call to order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Announcements by Chairman**
6. **Board Meeting Minutes - Approval of the March 25, 2013 Board Meeting minutes**
 - Attachments: March 25, 2013 meeting minutes
 - Motion to approve minutes
 - Trustee Comment
 - Call for Vote
7. **Treasurer's Report - Presentation of financial reports for the month of February 2013**
 - Attachment: February, 2013 Revenue, Expenditure and Budget Allocation Reports and 2/28/13 Balance Sheet
 - Motion to accept
 - Public comment
 - Call for vote
8. **Approval of the District Manager's contract**
 - Trustee comment
 - Motion to approve the District Manager's contract
 - Public comment
 - Call for vote
9. **Emergency Management –Consideration of approving Resolution 2013-01, 2013-02, and 2013-03, – authorizing utilization of City of Palm Bay contracts for management, removal, and disposal of storm debris and related services if/when-needed basis. (1 year extension on existing contract)**
 - Attachments: Resolution 2013-01, 2013-02, and 2013-03
 - Trustee comment
 - Motion to approve resolutions
 - Public comment
 - Call for vote
10. **Pool Cover -Consideration of purchasing a new pool cover and winder system (continued from 3/25)**
 - Attachment: Quote from CES & In the Swim
 - Trustee comments
 - Motion to approve purchase
 - Public comment
 - Call for vote

- 11. Adjustments in ACC fees – Consideration of the ACC Boards recommendation to change the ACC fee to \$10.00 across the board for any ACC application that requires a permit by the City of Palm Bay with fees received going to Park beautification.**

Trustee comment
Motion to approve
Public comment
Call for vote

- 12. Mowers – Consideration of purchasing new mowing equipment with optional financing (48” or 60” deck).**

Attachments: Quotes from Robinson Equipment
Trustee comment
Motion to approve
Public comment
Call for vote

- 13. Laundry Equipment – Consideration of new proposal by Mac-Gray for two washers and dryers and changing out the existing large driers to smaller units.**

Attachment: Proposal for Mac-Gray
Motion to approve
Public comment
Call for vote

- 14. Roads Project – Bid update**

- 15. 2013 – 2014 Budget - Discussion**

- 16. Public Comment**

- 17. Trustees remarks**

- 18. Adjournment**



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEE – WORKSHOP MEETING
MARCH 25, 2013 - 7:00 PM

1. Call to order

By: Joanne Gaughan, Chairman, at 7:01 P.M.

2. Invocation

By: Becky Earnest

3. Pledge of Allegiance

Led by: Joanne Gaughan, Chairman

4. Roll Call

By: Marion "Molly" Stone, Secretary; Joanne Gaughan, Chairman; Rebecca "Becky" Earnest, 1st Vice Chairman; Philias "Phil" Matton, 2nd Vice Chairman; Marion "Molly" Stone, Secretary; Allison Kelly, Assistant Secretary; Richard Kissinger, Treasurer; Donald Wink, Assistant Treasurer; Rodney "Rod" Lindsay, Trustee; and Harald Albinus, Trustee. All acknowledged their presence. Cheryl Ennis, District Manager was present with Sharon Johnson recording.

5. Announcements by Chairman

Joanne Gaughan asked residents to use the "Suggestions, Problems, Complaints, and Comments" form in the office. She said that residents must include their name and phone number on the form and added that a copy will be given to Molly Stone who will act as liaison, between the office and the person who fills out form until complaint, suggestion, or comment has been satisfied. She said Molly would contact the resident and keep them updated as to what is going on until it is taken care of.

Joanne Gaughan commented on several incidents that happened over the past weekend and said, in regards to pool rules, the ordinance states that children under the age of 16 must be accompanied by an adult and that the only floatation devices allowed in the pools are "Noodles" and "water wings". In addition, she said that when the gate is closed and the pool cover on, NO ONE is allowed in the pool area per order of the Board of Health and pointed out that there is a sign on the gate with this information.

6. Approval of the District Manager's contract

Joanne Gaughan announced that the Board had just received the District Manager's contract and said they had not had enough time to review it. Harald Albinus made a "motion to continue the item to the next meeting in order to give the Board adequate time to review the contract". Becky Earnest seconded the motion. A vote was called. Motion carried.

7. Board Meeting Minutes

Approval of the February 25 and March 11, 2013 Board Meeting minutes.

**Draft -Pending
approval by the
Board of Trustees**

Becky Earnest made "a motion to approve the February 25, 2013 Board Meeting minutes with corrections". The motion was seconded by Allison Kelly, and corrections noted. A vote was called. Motion carried.

Becky Earnest made "a motion to approve the March 11, 2013 Board Meeting minutes with corrections". The motion was seconded by Harald Albinus, and corrections noted. A vote was called. Motion carried.

8. District Manager's Report

The District Manager's report for the month of March was reviewed by Cheryl Ennis.

Becky Earnest commented on the Deed Restriction notices and said she thinks that the Board should review and see what the issues are before placing liens on the property's.

John LaLima, 1055 Sunflower Lane, questioned the care and maintenance of the grounds equipment.

Carol Helton, 342 Holiday Park Blvd, questioned the Debris Removal Contract. It was explained that it is the Emergency Management Contract for storm debris and emergency management which would be used in the event of a disaster.

Becky Earnest made "a motion to approve the District Manager's report". The motion was seconded by Rod Lindsay. A vote was called. Motion Carried.

9. Pool Cover – Consideration of purchasing a new pool cover and winder system,

The board reviewed the quote for replacing the pool cover and winder by CES. Both Trustees and residents discussed the options. The Board requested that additional quotes be solicited and submitted to the Board for review at the next meeting. Harald Albinus made "a motion to table until the next meeting to try and get other bids". The motion was seconded by Becky Earnest. A vote was called. Motion Carried.

10. Fountain Repair/Replacement

The Board and residents discussed the quote and options for replacing/repairing the fountain. Becky Earnest made "a motion to approve the quote by The Lake Doctors for \$1581.68 which included a 1hp motor". The motion was seconded by Allison Kelly.

Allison Kelly suggested that instead of repairing we should buy a new fountain.

Richard Kissinger said that there is now enough money in the budget for the fountain, due to the changes in District Manager and cutting the staff in the office with a savings of \$27,700, and another \$12,000 from the grounds Health Insurance.

John LaLima, 1055 Sunflower Lane, said that the pond needs a completely new fountain, and that the people in the back deserve a new fountain with lights to beautify the park.

Michael DuPrete, 1041 Laurel Ct, said he was confused about whether we are getting a new fountain or motor for the old fountain.

Robert Shearer, 382 Holiday Park Blvd, asked if the Board was voting on a ¾ horsepower or 1 horsepower motor and questioned whether putting the 1 horsepower will do 300 gals.

A vote was called on the motion made by Becky Earnest. Motion carried.

11. Laundry Equipment – Type of Washer/Dryer – Front and/or Top Load

The quote for laundry equipment was discussed by the Board along with the size washers and dryers and whether or not to go with electric or gas. Joanne Gaughan asked Mr. Kissinger if this equipment was budgeted for the year. The answer was No.

Cheryl Ennis stated that the contract expires May 1st but said after contacting Mac-Gray they had said they would extend contract for 1 year, if the Board wanted that option. Currently the District pays \$229.50 per month, \$2754.00 for the year.

Allison Kelly, stated that by looking at the quote she thought we could get two top load washers and two dryers for \$3221.00, and by going with these we can save \$1300.00, instead of purchasing the front load machines.

Molly Stone stated that the front load washing machine is more efficient on water and has a larger capacity. She said she was afraid that people might try to use the smaller machines for the larger items, ending-up with a bigger issue.

Harald Albinus asked why we are pay for a yearly contract, thought we should get rid of the contract, and buy the machines.

Molly Stone questioned why the board would go to electric if we have existing gas service.

Rod Lindsay wants quotes on gas dryers in order to save on electrical installation. Cheryl acknowledged that she has prices on both and that they are very similar.

Allison Kelly asked Mr. Kissinger what account the money would come from. He stated that it would be coming out of the Contingency Fund and that the Board would just have to move money around.

Donna Matton, 265 Holiday Park, said front load washers need a special soap, and said that you do not use regular soap, as it can disturb the washer.

Rod Lindsay made "a motion to approve the purchase of one front load and one top load washer and the purchase of two gas dryers appropriately sized for each washer". Phil Matton seconded the motion. A vote was called. Motion carried.

12. Reschedule meeting of May 27th Memorial Day.

A motion was made by Becky Earnest to "reschedule the May 27th Board Meeting to Tuesday May 28th". Allison Kelly seconded the motion. A vote was called. Motion carried.

13. Discussion on items to be included in the 2013 – 2014 Budget

Joanne Gaughan said that several Trustees had already given to Mr. Kissinger their wish lists.

Mr. Kissinger stated that he will have a budget for discussion at the next meeting and had to wait for the recommended items to be submitted for budget consideration.

Donna Matton, 265 Holiday Park, said, as the ACC Chairman, that the ACC Board was recommending fee changes from the \$25.00 fee for applications, to a \$10.00 across the board fee for applications requiring a building permit. She said the Board is working to make a single simplified application for everyone to use. Donna Matton said she would like the \$10.00 fee to go to the beautification committee.

Carol Helton, 342 Holiday Park, said she wanted to see some consideration, when making the budget, on cleaning the canal that runs thru the park and down to Americana.

Russell Livermore, 399 Holiday Park, thought that the retention ponds pumps should be turned on.

Howard Sprague, 126 Holiday Park, had concerns about the pump for the fountain at Laurel CT.

John LaLima, 1055 Sunflower Lane, had concerns about those maintenance fees that are delinquent, and asked if there were figure as to how many fees went uncollected.

Richard Kissinger said the City of Palm Bay auctions tax certificates, which includes Park fees. We will find out by the next meeting as to how many homes are delinquent.

14. Trustee Reports

Harald Albinus said he would like to put a wireless gadget before the guard shack, on the lane going out, so when a beam is broken an alarm would go off in the gatehouse, giving the staff a warning that someone is about the leave the park.

Allison Kelly said the Research Group for the By-Laws and Ordinances is putting together and updating the Ordinances, and that if any one has questions on Ordinances or By-Laws, a copy is in the office. Job descriptions for employees have been distributed for review by the Board. The only change she had was for each job description to say that three months before a person reaches 65 they must apply for Medicare as their Health Insurance. She said that there is now a Disciplinary Policy which all employees must sign along with their job description. A copy will go into all employees file. Harald Albinus made "a motion to approve all the job descriptions". The motion was seconded by Becky Earnest. A vote was called. Motion carried. Allison Kelly also discussed the possibilities of having Holiday Park fundraiser dinners at Texas Road House.

Molly Stone asked that residents filling out a suggestion form include their name and phone number or she said it will not be addressed. She said that after the two meetings she is very impressed with all the work that this Board is doing.

Becky Earnest said that the ACC board is working on new ACC application forms, and that they have an informational form which is to be included with the new owners packets.

Donald Wink said that the Beautification committee has started working on projects. He said that Pat had repaired the sign for the recreation center and put mulch down. He said if anyone has a suggestion to turn it in to the office, to Patty Peck or to Carol Lewis.

Phil Matton questioned the grounds staffs' activities.

Rod Lindsay said he is working on the roads maintenance committee and the areas he has been working on are the storage compound fence replacement, entrance gate to the maintenance compound replacement, removal of Australian pines near the grounds compound where they are pushing over the fence, scrap metal removal, mower replacement, drainage canal security at costs of \$20-\$30,000 dollars and the roads with costs projected around \$330,000. He said there is a lot going on and it will take time.

Joanne Gaughan said she is working on a future project and said that \$100,000 a year is spent on salaries and workers' compensation for gate staff. Joanne said she would like to see an automatic gate system put in and will bring the numbers back to the board. She also reminded everyone that the meeting for the fence variance is coming up on April 3rd and suggested those living in the area attend.

15. Public Comment

Anita Healy, 116 Holiday Park, asked about the HPPOA flag. She said she had someone ask her about what had happened to a bench that his or her parents had donated. Anita Healey also asked that numbers be placed on the carts used by grounds maintenance for identification purposes.

Carol Helton, 342 Holiday Park, questioned where the 7' fence was going.

Bob Shearer, 382 Holiday Park, said he was told that the reason we have grounds maintenance is to repair lawn equipment and questioned why we needed to purchase additional equipment. He also felt that his grass was being cut too short. He asked what could be worn at the pool and if goggles were allowed at the pool.

Howard Sprague, 126 Holiday Park, asked if anyone had seen the grate for the bocce court.

Jean Beach, 1090 Moonlight, said she put in an order for 10 benches. She asked that the bushes coming in to the park be trimmed.

Marsha Shearer, 382 Holiday Park, asked about the grounds crew smoking on the job.

16. Trustees remarks

Harald Albinus asked if the next maintenance supervisor could be a mechanic. Allison Kelly said that maintenance is included in the job description.

Allison Kelly said she thinks all Board members are taking their jobs seriously and thanked everyone for coming out.

Becky Earnest said that the plants at the entrance needed water. She also commented on people parking in non-designated parking area and said that it needs to be clear for emergency vehicles.

Richard Kissinger thanked everyone for coming out and said he will get answers to questions.

17. Adjournment

Becky Earnest made a motion to adjourn. Rod Lindsay seconded the motion. A vote was called. Motion carried. The meeting adjourned at 8:48PM.

Port Malabar Holiday Park
Budget Performance- All Funds
February 2013

Ordinary Income/Expense	Feb 13	Oct '12 - Feb 13	Annual Budget	\$ Budget Left	% Budget Used
Income					
325 - Special Assessments					
0325200 - Gross Assessments	72,885.44	1,198,062.93	1,476,288.00	278,225.07	81.15%
0325290 - Assessment Adjustments	-1,557.47	-45,927.79	-51,788.00	-5,860.21	88.68%
0325295 - Transferred to Debt Service Fund	-21,849.25	-109,246.25	-262,200.00	-152,953.75	41.67%
2325200 - From Gross Assessments- DebtSvc	21,849.25	109,246.25	262,200.00	152,953.75	41.67%
Total 325 - Special Assessments	71,327.97	1,152,135.14	1,424,500.00	272,364.86	80.88%
334-389 - Other Revenue Sources					
0341900 - Service Charges	745.00	4,222.31	5,000.00	777.69	84.45%
0361100 - Interest Income	266.91	1,057.55	2,500.00	1,442.45	42.3%
0369900 - Other Income	399.70	4,658.51	2,000.00	-2,658.51	232.93%
0369902 - Laundry Income	202.50	874.50	1,000.00	125.50	87.45%
0369903 - Property Maintenance Income	0.00	1,195.00		-1,195.00	
Total 334-389 - Other Revenue Sources	1,614.11	12,007.87	10,500.00	-1,507.87	114.36%
Total Income	72,942.08	1,164,143.01	1,435,000.00	270,856.99	81.13%
Gross Profit	72,942.08	1,164,143.01	1,435,000.00	270,856.99	81.13%
Expense					
511 - Gen Govt- Legislative					
0511451 - Board Bond Ins	33.77	374.37	700.00	325.63	53.48%
0511491 - Election Fees	0.00	60.00	1,600.00	1,540.00	3.75%
0511522 - Uniforms- Board	0.00	151.65	200.00	48.35	75.83%
Total 511 - Gen Govt- Legislative	33.77	586.02	2,500.00	1,913.98	23.44%
512-513 - Gen Govt- Exec, Fin & Admin					
0512130 - Payroll - Executive	4,493.82	29,600.14	74,298.00	44,697.86	39.84%
0512210 - Payroll Taxes - Executive	406.25	2,787.32	7,200.00	4,412.68	38.71%
0512240 - Workers Comp Ins- Executive	263.25	1,316.25	2,500.00	1,183.75	52.65%

Port Malabar Holiday Park
Budget Performance- All Funds
February 2013

	Feb 13	Oct '12 - Feb 13	Annual Budget	\$ Budget Left	% Budget Used
0512400 - Travel Reimb - Executive	0.00	18.42		-18.42	
0513130 - Payroll - Admin	4,913.74	22,766.84	51,102.00	28,335.16	44.55%
0513210 - Payroll Taxes - Admin	444.20	2,135.97	4,600.00	2,464.03	46.43%
0513230 - Health Insurance - Admin	1,520.29	7,601.45	20,100.00	12,498.55	37.82%
0513240 - Workers Comp Ins - Admin	196.74	983.70	1,600.00	616.30	61.48%
0513321 - Professional Fees - Auditing	0.00	10,000.00	9,700.00	-300.00	103.09%
0513322 - Contract Accounting Services	900.00	3,900.00	10,200.00	6,300.00	38.24%
0513340 - Payroll-related Services	272.00	1,148.00	1,700.00	552.00	67.53%
0513341 - Temporary Office Services	0.00	0.00	500.00	500.00	0.0%
0513400 - Travel Reimb- Admin	0.00	35.76	200.00	164.24	17.88%
0513421 - Postage	168.57	382.77	1,400.00	1,017.23	27.34%
0513441 - Equipment Lease- Office	135.46	755.56	1,700.00	944.44	44.45%
0513462 - R&M Office Equipment	0.00	0.00	1,000.00	1,000.00	0.0%
0513495 - Advertising Legal	0.00	0.00	800.00	800.00	0.0%
0513496 - Bank Charges	5.54	42.45	300.00	257.55	14.15%
0513497 - Advertising - Office	0.00	859.16		-859.16	
0513499 - Non Capitalized Equip- Office	74.01	148.20	1,500.00	1,351.80	9.88%
0513510 - Office Expense	230.46	1,448.02	5,000.00	3,551.98	28.96%
Total 512-513 - Gen Govt- Exec, Fin & Admin	14,024.33	85,930.01	195,400.00	109,469.99	43.98%
514 - Gen Govt- Legal Counsel					
0514311 - Professional Fees - Legal	0.00	927.50	8,000.00	7,072.50	11.59%
0514312 - Legal - Deed Rest. Enf.	0.00	507.50	3,000.00	2,492.50	16.92%
Total 514 - Gen Govt- Legal Counsel	0.00	1,435.00	11,000.00	9,565.00	13.05%
517 - Gen Govt Svcs- Debt Svc Payment					
2517710 - Principal Expense	17,473.74	83,211.61	168,200.00	84,988.39	49.47%
2517720 - Interest Expense	4,375.51	26,034.64	94,000.00	67,965.36	27.7%
Total 517 - Gen Govt Svcs- Debt Svc Payment	21,849.25	109,246.25	262,200.00	152,953.75	41.67%
519 - Gen Govt- Other Gen Govt					
0519411 - Telephone & Communications	519.49	2,446.70	6,500.00	4,053.30	37.64%

Port Malabar Holiday Park Budget Performance- All Funds February 2013

	Feb 13	Oct '12 - Feb 13	Annual Budget	\$ Budget Left	% Budget Used
0519431 - Utilities - Electric	4,723.91	22,542.38	62,000.00	39,457.62	36.36%
0519432 - Utilities - Gas	0.00	585.35	2,000.00	1,414.65	29.27%
0519433 - Utilities - Water & Sewer	905.73	5,301.69	9,000.00	3,698.31	58.91%
0519434 - Storm Water Management	133.85	1,482.04	3,100.00	1,617.96	47.81%
0519442 - Equipment Lease- General	229.50	716.04	2,800.00	2,083.96	25.57%
0519451 - Insurance - Liability	785.25	6,426.25	9,000.00	2,573.75	71.4%
0519452 - Insurance - Property	1,168.66	5,835.78	14,000.00	8,164.22	41.68%
0519462 - Property Maintenance Expense	0.00	1,195.00		-1,195.00	
0519491 - Cable - TV	12,843.81	62,384.22	147,400.00	85,015.78	42.32%
0519497 - Other Expense	0.75	1.50	100.00	98.50	1.5%
0519499 - Non-Cap Equipment- Gen Govt	0.00	492.00	800.00	800.00	0.0%
0519521 - Supplies Decals & Badges	0.00	0.00	800.00	-492.00	
0519541 - Taxes, Fees & Licenses	336.84	30,196.63	30,000.00	-196.63	100.66%
Total 519 - Gen Govt- Other Gen Govt	21,647.79	139,605.58	286,700.00	147,094.42	48.69%
529 - Public Safety- Other Public Saf					
0529130 - Payroll - Gate	6,401.18	34,935.78	88,100.00	53,164.22	39.66%
0529210 - Payroll Taxes - Gate	578.68	3,285.80	8,300.00	5,014.20	39.59%
0529230 - Health Insurance - Gate	0.00	0.00	0.00	0.00	0.0%
0529240 - Workers Comp Ins- Gate	306.46	1,532.30	2,800.00	1,267.70	54.73%
0529460 - R&M Gate	0.00	369.54	1,700.00	1,330.46	21.74%
0529490 - Flags	0.00	0.00	300.00	300.00	0.0%
0529499 - Non Capitalize Equip- Gate	0.00	0.00	300.00	300.00	0.0%
0529520 - Supplies - Gate	15.46	21.07	1,000.00	978.93	2.11%
0529521 - Uniforms- Gate	0.00	0.00	100.00	100.00	0.0%
Total 529 - Public Safety- Other Public Saf	7,301.78	40,144.49	102,600.00	62,455.51	39.13%
539 - Physical Env- Other Phys Env					
0539130 - Payroll - Custodians	4,962.23	27,930.80	85,550.00	57,619.20	32.65%
0539210 - Payroll Taxes - Custodial	449.25	2,654.57	8,250.00	5,595.43	32.18%
0539230 - Health Ins- Custodial	1,588.98	8,083.38	20,500.00	12,416.62	39.43%
0539240 - Workers Comp Ins-Custodial	268.03	1,340.15	3,000.00	1,659.85	44.67%

Port Malabar Holiday Park
Budget Performance- All Funds
February 2013

	Feb 13	Oct '12 - Feb 13	Annual Budget	\$ Budget Left	% Budget Used
0539400 - Travel Reimbursement Custodial	0.00	0.00	100.00	100.00	0.0%
0539461 - R&M Buildings	290.00	909.96	4,000.00	3,090.04	22.75%
0539462 - R&M Lighting- Rec Center	0.00	215.93	400.00	184.07	53.98%
0539463 - R&M Equipment	788.00	1,656.95	3,000.00	1,343.05	55.23%
0539499 - Non Capitalized Equip-Custodial	0.00	0.00	500.00	500.00	0.0%
0539520 - Custodial Supplies	94.96	1,791.62	4,000.00	2,208.38	44.79%
0539521 - Uniforms- Custodial	0.00	0.00	200.00	200.00	0.0%
Total 539 - Physical Env- Other Phys Env	8,441.45	44,583.36	129,500.00	84,916.64	34.43%
541 - Transportation- Road & Street					
0541461 - R&M Streets	0.00	363.01	1,000.00	636.99	36.3%
0541463 - R&M Signage	0.00	625.87	900.00	274.13	69.54%
0541464 - R&M Drainage	130.00	1,650.41	2,600.00	949.59	63.48%
Total 541 - Transportation- Road & Street	130.00	2,639.29	4,500.00	1,860.71	58.65%
572 - Culture/Rec- Parks & Recreation					
0572130 - Payroll - Grounds Crew	10,563.96	54,614.77	160,800.00	106,185.23	33.96%
0572210 - Payroll Taxes - Grounds	954.97	5,127.75	15,100.00	9,972.25	33.96%
0572230 - Health Insurance-Grounds	615.15	9,117.12	36,500.00	27,382.88	24.98%
0572240 - Workers Comp Ins-Grounds	469.68	2,348.40	5,100.00	2,751.60	46.05%
0572341 - Contract Svcs - Lawn Crew	0.00	11,505.89	65,000.00	53,494.11	17.7%
0572342 - Landscape Management	0.00	1,713.88	2,000.00	286.12	85.69%
0572431 - Landscape Trash Removal	99.17	728.00	2,200.00	1,472.00	33.09%
0572461 - R&M Grounds Equipment	217.95	3,604.21	4,500.00	895.79	80.09%
0572462 - R&M Pools & Rec Facilities	1,253.53	5,784.49	12,800.00	7,015.51	45.19%
0572463 - R&M Irrigation System	0.00	0.00	0.00	0.00	0.0%
0572464 - Sound Wall Maintenance	0.00	0.00	1,000.00	1,000.00	0.0%
0572468 - Vehicle Repair	0.00	99.63	500.00	400.37	19.93%
0572499 - Non Capitalized Equip-Grounds	23.99	554.97	2,500.00	1,945.03	22.2%
0572521 - Supplies - Grounds	68.23	1,298.60	4,500.00	3,201.40	28.86%
0572522 - Fuel	629.33	4,606.80	9,500.00	4,893.20	48.49%
0572523 - Fertilizer	0.00	0.00	300.00	300.00	0.0%

Port Malabar Holiday Park
Budget Performance- All Funds
February 2013

	Feb 13	Oct '12 - Feb 13	Annual Budget	\$ Budget Left	% Budget Used
0572524 · Supplies Recreational	0.00	26.93	300.00	273.07	8.98%
0572525 · Uniforms- Grounds	0.00	0.00	200.00	200.00	0.0%
0572526 · Landscape Supplies	41.91	268.01	3,000.00	2,731.99	8.93%
0572551 · Education/Training- Parks & Rec	0.00	0.50	300.00	299.50	0.17%
Total 572 · Culture/Rec- Parks & Recreation	14,937.87	101,399.95	326,100.00	224,700.05	31.1%
701 · Capital Outlay					
0519621 · Cap Outlay-Buildings & Imp	0.00	0.00	8,000.00	8,000.00	0.0%
0519631 · Cap Outlay-Infrastructure	0.00	0.00	205,000.00	205,000.00	0.0%
0519641 · Cap Outlay- Grounds Equipment	0.00	0.00	5,000.00	5,000.00	0.0%
0519642 · Capl Outlay-Furn, Fixt & Eq	0.00	0.00	1,000.00	1,000.00	0.0%
Total 701 · Capital Outlay	0.00	0.00	219,000.00	219,000.00	0.0%
Total Expense	88,366.24	525,569.95	1,539,500.00	1,013,930.05	34.14%
Net Ordinary Income	-15,424.16	638,573.06	-104,500.00		
Other Income/Expense					
Other Income					
8381100 · Appropriated PY Reserves	0.00	124,500.00	124,500.00	0.00	100.0%
Total Other Income	0.00	124,500.00	124,500.00	0.00	100.0%
Other Expense					
8000097 · void	0.00	0.00		0.00	
8000099 · Contingency Expense	0.00	0.00	20,000.00	20,000.00	0.0%
Total Other Expense	0.00	0.00	20,000.00	20,000.00	0.0%
Net Other Income	0.00	124,500.00	104,500.00		
Net Income	-15,424.16	763,073.06	0.00		

Loan Balances at Month-End

	<u>Loan 2055</u>	<u>Loan 9155</u>	<u>Loan 5455</u>
QB Loan Balances on 09/30/2012	835,233.24	483,995.22	552,265.34
Less Principal Pymt in Debt Service Fund Acct 00100002010000			
<u>For Month</u>			
Oct-12	-5,046.50	-2,849.85	-6,229.63
Nov-12	-8,106.44	-2,792.38	-6,296.61
Dec-12	-8,083.13	-2,874.04	-6,265.12
Jan-13	-8,093.40	-2,817.90	-6,282.87
Feb-13	-8,198.76	-2,829.77	-6,445.21
Mar-13			
Apr-13			
May-13			
Jun-13			
Jul-13			
Aug-13			
Sep-13			
Calculated Loan Balances for QuickBooks	797,705.01	469,831.28	520,745.90
Adj for current payment posted in wrong month	8,198.76	0.00	6,445.21
Calculated Loan Balances to match Bank Statements	<u>805,903.77</u>	<u>469,831.28</u>	<u>527,191.11</u>
ME Loan Balances Per Bank Statements	<u>805,903.77</u>	<u>469,831.28</u>	<u>527,191.11</u>

10:59 AM
03/25/13
Accrual Basis

Port Malabar Holiday Park
Balance Sheet
As of February 28, 2013

	<u>Feb 28, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
0101000 · TD Operating	255,178.12
0101100 · SunTrust Operating	41,232.95
0101500 · TD Fixed Rate Account	1,106,166.50
0102100 · Petty Cash	1,306.70
0104100 · SBA - Operating Account	66,951.93
0104500 · SBA Restricted fund B	12,944.62
0104509 · SBA Restr Fund B- Inv Gain(Loss	-726.65
Total Checking/Savings	<u>1,483,054.17</u>
Accounts Receivable	
0115100 · Accounts Receivable	1,085.00
Total Accounts Receivable	<u>1,085.00</u>
Total Current Assets	<u>1,484,139.17</u>
Fixed Assets	
0161900 · Land	223,836.00
0162900 · Buildings & Improvements	1,024,401.74
0163900 · AD - Buildings & Improvements	-616,198.17
0164900 · Infrastructure	2,858,676.27
0165900 · AD - Infrastructure	-410,704.35
0166910 · Furn, Fixtures & Equipment	99,882.01
0166920 · Grounds Equipment	77,146.68
0166930 · Computer Software	2,187.85
0167910 · AD - Furn, Fixtures & Equipment	-83,504.08
0167920 · AD - Grounds Equipment	-60,781.49
0167930 · AD - Computer Software	-2,187.85
Total Fixed Assets	<u>3,112,754.61</u>
Other Assets	
0155000 · Prepaid Expenses	7,398.07
0170910 · Capitalized Loan Fees	52,239.00
0170920 · Accum Amortization	-21,462.47
Total Other Assets	<u>38,174.60</u>
TOTAL ASSETS	<u><u>4,635,068.38</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
0202000 · Accounts Payable	24,369.71
Total Accounts Payable	<u>24,369.71</u>
Credit Cards	
0202100 · Lowes Business Account	-12.04
Total Credit Cards	<u>-12.04</u>
Other Current Liabilities	
0203010 · Loan 1 Curr Portion - TD 5455	76,530.00
0203020 · Loan 2 Curr Portion - TD 2055	76,535.00
0203030 · Loan 3 Curr Portion - TD 9155	35,076.00
0216000 · Accrued Wages Payable	11,944.93
0217000 · Accrued Taxes Payable	1,082.26
0220000 · Customer Deposits	925.78
2215000 · Accrued Interest Payable	1,265.65
Total Other Current Liabilities	<u>203,359.62</u>
Total Current Liabilities	<u>227,717.29</u>

10:59 AM
03/25/13
Accrual Basis

Port Malabar Holiday Park
Balance Sheet
As of February 28, 2013

	<u>Feb 28, 13</u>
Long Term Liabilities	
0203910 · Loan 1- TD 5455	475,735.34
0203920 · Loan 2- TD 2055	758,698.24
0203930 · Loan 3- TD 9155	448,919.22
Total Long Term Liabilities	<u>1,683,352.80</u>
Total Liabilities	1,911,070.09
Equity	
0271000 · Fund Balance- Unreserved	844,162.00
0274000 · Invested in capital assets	1,241,263.23
0281100 · Appropriated Funds	-124,500.00
Net Income	763,073.06
Total Equity	<u>2,723,998.29</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,635,068.38</u></u>

A/O FEBRUARY 28, 2013

REVENUES 2012-2013					YTD	
SPECIAL ASSESSMENTS	BUDGET	RECEIPT	YTD		BY %	
			BY \$			
GROSS ASSESSMENTS	\$ 1,476,288	\$ 1,198,062	\$	278,226	81%	
ASSESSMENT DISCOUNT & ADJ	\$ (51,788)	\$ (45,930)	\$	(5,858.21)	89%	
NET ASSESSMENTS INCOME	\$ 1,424,500	\$ 1,152,133	\$	272,367	81%	
TRANS TO DEBT SERVICE FUND	\$ (262,200)	\$ (109,246)	\$	(152,954)	41.67%	
FROM ASSESSMENTS-DEBT SVC	\$ 262,200	\$ 109,246	\$	152,954	41.67%	
TOTAL SPECIAL ASSESSMENTS	\$ 1,424,500	\$ -	\$	1,424,500	0%	
SERVICE CHARGES	\$ 5,000	\$ 4,222	\$	777.69	84.45%	
INTEREST INCOME	\$ 2,500	\$ 1,058	\$	1,442	42.30%	
OTHER INCOME	\$ 2,000	\$ 4,659	\$	(2,659)	42.30%	
LAUNDRY INCOME	\$ 1,000	\$ 875	\$	126	87.45%	
TOTALS	\$ 1,435,000	\$ 1,165,755	\$	269,245	81.24%	

A/O FEBRUARY 28, 2013

EXPENSE		% OF BUDGET	BUDGET 2012-2013	Y TO D EXPENSE	BUDGET BALANCE	Y TO D BY %
ACCOUNT TITLES						
GEN GOV-LEGISLATIVE		0.17%	\$ 2,500	\$ 586	\$ 1,914	23.44%
GEN GOV- EXEC, FIN & ADMIN		13.62%	\$ 195,400	\$ 85,930	\$ 109,470	43.98%
GEN GOV-LEGAL COUNSEL		0.77%	\$ 11,000	\$ 1,435	\$ 9,565	13.05%
DEBT SERVICE -PRINCIPAL EXPENSE		11.72%	\$ 168,200	\$ 83,212	\$ 84,988	49.47%
DEBT SERVICE -INTEREST EXPENSE		6.55%	\$ 94,000	\$ 26,035	\$ 67,965	27.70%
OTHER GENERAL GOVERNMENT		19.98%	\$ 286,700	\$ 139,114	\$ 147,586	48.52%
PUBLIC SAFETY		7.15%	\$ 102,600	\$ 40,144	\$ 62,456	39.13%
PHYSICAL ENVIRONMENT		9.02%	\$ 129,500	\$ 44,583	\$ 84,917	34.43%
TRANSPORTATION-ROADS & STREET		0.31%	\$ 4,500	\$ 2,639	\$ 1,861	58.65%
CULTURE/REC-PARKS & RECREATION		22.72%	\$ 326,100	\$ 101,398	\$ 224,702	31.09%
TOTAL EXPENSES		92.02%	\$ 1,320,500	\$ 525,076	\$ 795,424	39.76%
TOTAL CAPITAL OUTLAY		91.63%	\$ 219,000	\$ 492	\$ 218,508	0.22%
CONTINGENCY EXPENSE		8.37%	\$ 20,000	\$ -	\$ 20,000	100%
CAPI OUTLAY & CONTINGENCY EXPENSE			\$ 239,000	\$ 492	\$ 238,508	16.90%
APPROPRIATED PY RESERVES			\$ 124,500	\$ -	\$ 124,500	0%

RESOLUTION 2013-01

A RESOLUTION OF PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT WITH CROWDERGULF JOINT VENTURE, INC. FOR DEBRIS REMOVAL SERVICES; PROVIDING FOR THE PROCESS OF ISSUING A NOTICE TO PROCEED; APPOINTING THE DISTRICT MANAGER AS THE DISTRICT'S REPRESENTATIVE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Port Malabar Holiday Park Mobile Park Recreation District is a special purpose local government created pursuant to Chapter 418.3 Florida Statutes, and

WHEREAS, the Port Malabar Holiday Park Mobile Park Recreation District is geographically located in an area which is periodically subject to Hurricanes and other major storm events producing windblown and accumulated debris which may endanger residents and destroy property, and

WHEREAS, the Port Malabar Holiday Park Mobile Park Recreation District's emergency management plan includes minimizing potential danger to residents by opening roads for access by fire/rescue, medical, police, and other emergency responders, and expediting recovery by assisting in restoration efforts by providing for the removal of potentially hazardous damaged trees and accumulated storm related debris, and

WHEREAS, Chapter 189.4221 Florida Statutes provides that Special Districts may obtain certain contractual services utilizing the competitively selected and awarded purchasing agreements of other special districts, municipalities and counties, and

WHEREAS, The City of Palm Bay competitively selected and awarded a contract to Ceres Environmental Services, Inc. for storm debris removal services on July 6, 2012 expiring on May 31, 2013 which has renewed the term of Agreement for twelve (12) additional months, with no price increase, with the same terms and conditions, commencing on April 1, 2013, and termination on May 31, 2014, and

WHEREAS, after reviewing the selection process and the terms and conditions of the City's debris removal contract the Board of Trustees has determined it would be in the best interest of the Port Malabar Holiday Park Mobile Park Recreation District and the public to utilize the City's contract if/when warranted by a major storm.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE PORT MALABAR HOLIDAY PARK MOBILE PARK RECREATION DISTRICT, FLORIDA THAT:

SECTION 1. The forgoing "whereas" clauses are true and correct and are hereby ratified and confirmed by the Board of Trustees. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Chairman of the Board is authorized and directed to execute on behalf of the District the attached contract with to CrowderGulf Joint Venture, Inc.

- SECTION 3. The Chairman, or in the event the Chairman is unavailable or incapacitated the 1st Vice Chairman, or the 2nd Vice Chairman in the event of the unavailability or incapacity of both the Chairman and the 1st Vice Chairman, shall determine if following a wind storm event the resulting conditions warrant to CrowderGulf Joint Venture, Inc. proceeding with debris removal/disaster recovery services under the terms and conditions of the contract. If the contractor is authorized to proceed such notice is to be in writing and include the name of the company representative to whom notice was directed, how transmitted and the effective time and date, with copies to all members of the Board of Trustees and the District Manager.
- SECTION 4. The District Manager is authorized to represent the District with governmental agency representatives and the contractor to facilitate the debris removal/disaster recovery project, and initiate participation in cost reimbursement and assistance programs of other governmental units which the District may be eligible.
- SECTION 5. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.
- SECTION 6. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in way affect the validity of the other provisions of this Resolution.
- SECTION 7. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Board of Trustees of the Port Malabar Holiday Park Mobile Park Recreation District this 8th day of April, 2013.

Joanne Gaughan, Trustee
Board Chairman

Date

Marion Stone, Trustee
Board Secretary

Date

Attest:

Sharon Johnson,
Administrative Assistant

Date

RESOLUTION 2013-02

A RESOLUTION OF PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT WITH CERES ENVIRONMENTAL SERVICES, INC. FOR DEBRIS REMOVAL/DISASTER RECOVERY SERVICES; PROVIDING FOR THE PROCESS OF ISSUING A NOTICE TO PROCEED; APPOINTING THE DISTRICT MANAGER AS THE DISTRICT'S REPRESENTATIVE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Port Malabar Holiday Park Mobile Park Recreation District is a special purpose local government created pursuant to Chapter 418.30 Florida Statutes, and

WHEREAS, the Port Malabar Holiday Park Mobile Park Recreation District is geographically located in an area which is periodically subject to Hurricanes and other major storm events producing windblown and accumulated debris which may endanger residents and destroy property, and

WHEREAS, the Port Malabar Holiday Park Mobile Park Recreation District's disaster management plan includes minimizing potential danger to residents by opening roads for access by fire/rescue, medical, police, and other emergency responders, and expediting recovery by assisting in restoration efforts by providing for the removal of potentially hazardous damaged trees and accumulated storm related debris, and

WHEREAS, Chapter 189.4221 Florida Statue provides that Special Districts may obtain certain contractual services utilizing the competitively selected and awarded purchasing agreements of other special districts, municipalities and counties, and

WHEREAS, The City of Palm Bay competitively selected and awarded a contract to Ceres Environmental Services, Inc. for storm debris removal services on July 6, 2012 expiring on May 31, 2013 which has renewed the term of Agreement for twelve (12) additional months, with no price increase, with the same terms and conditions, commencing on April 1, 2013, and termination on May 31, 2014, and

WHEREAS, after reviewing the selection process and the terms and conditions of the City's debris removal/disaster recovery contract the Board of Trustees has determined it would be in the best interest of the Port Malabar Holiday Park Mobile Park Recreation District and the public to utilize the City's contact if/when warranted by a major storm.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE PORT MALABAR HOLIDAY PARK MOBILE PARK RECREATION DISTRICT, FLORIDA THAT:

SECTION 1. The forgoing "whereas" clauses are true and correct and are hereby ratified and confirmed by the Board of Trustees. All exhibits attached hereto are hereby incorporated herein.

- SECTION 2. The Chairman of the Board is authorized and directed to execute on behalf of the District the attached contract with Ceres Environmental Services, Inc.
- SECTION 3. The Chairman, or in the event the Chairman is unavailable or incapacitated the 1st Vice Chairman, or the 2nd Vice Chairman in the event of the unavailability or incapacity of both the Chairman and the 1st Vice Chairman, shall determine if following a wind storm event the resulting conditions warrant Ceres Environmental Services, Inc. proceeding with debris removal/disaster recovery services under the terms and conditions of the contract. If the contractor is authorized to proceed such notice is to be in writing and include the name of the company representative to whom notice was directed, how transmitted and the effective time and date, with copies to all members of the Board of Trustees and the District Manager.
- SECTION 4. The District Manager is authorized to represent the District with governmental agency representatives and the contractor to facilitate the debris removal project, and initiate participation in cost reimbursement and assistance programs of other governmental units which the District may be eligible.
- SECTION 5. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.
- SECTION 6. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in way affect the validity of the other provisions of this Resolution.
- SECTION 7. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Board of Trustees of the Port Malabar Holiday Park Mobile Park Recreation District this 8th day of April 2013.

Joanne Gaughan, Trustee
Board Chairman

Date

Marion Stone, Trustee
Board Secretary

Date

Attest:

Sharron Johnson,
Administrative Assistant

Date

RESOLUTION 2013-03

A RESOLUTION OF PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT WITH THOMPSON CONSULTING SERVICES, LLC FOR DEBRIS MONITORING SERVICES; PROVIDING FOR THE PROCESS OF ISSUING A NOTICE TO PROCEED; APPOINTING THE DISTRICT MANAGER AS THE DISTRICT'S REPRESENTATIVE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Port Malabar Holiday Park Mobile Park Recreation District is a special purpose local government created pursuant to Chapter 418.3 Florida Statutes, and

WHEREAS, the Port Malabar Holiday Park Mobile Park Recreation District is geographically located in an area which is periodically subject to Hurricanes and other major storm events producing windblown and accumulated debris which may endanger residents and destroy property, and

WHEREAS, the Port Malabar Holiday Park Mobile Park Recreation District's disaster management plan includes minimizing potential danger to residents by opening roads for access by fire/rescue, medical, police, and other emergency responders, and expediting recovery by assisting in restoration efforts by providing for the removal of potentially hazardous damaged trees and accumulated storm related debris, and

WHEREAS, Chapter 189.4221 Florida Statue provides that Special Districts may obtain certain contractual services utilizing the competitively selected and awarded purchasing agreements of other special districts, municipalities and counties, and

WHEREAS, The City of Palm Bay competitively selected and awarded a contract to Ceres Environmental Services, Inc. for storm debris removal services on July 6, 2012 expiring on May 31, 2013 which has renewed the term of Agreement for twelve (12) additional months, with no price increase, with the same terms and conditions, commencing on April 1, 2013, and termination on May 31, 2014, and

WHEREAS, after reviewing the selection process and the terms and conditions of the City's debris monitoring contract the Board of Trustees has determined it would be to the best interest of the Port Malabar Holiday Park Mobile Park Recreation District and the public to utilize the City's contact if/when warranted by a major storm.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE PORT MALABAR HOLIDAY PARK MOBILE PARK RECREATION DISTRICT, FLORIDA THAT:

SECTION 1. The forgoing "whereas" clauses are true and correct and are hereby ratified and confirmed by the Board of Trustees. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The Chairman of the Board is authorized and directed to execute on behalf of the District the attached contract Thompson Consulting Services.

- SECTION 3. The Chairman, or in the event the Chairman is unavailable or incapacitated the 1st Vice Chairman, or the 2nd Vice Chairman in the event of the unavailability or incapacity of both the Chairman and the 1st Vice Chairman, shall determine if following a wind storm event the resulting conditions warrant Thompson Consulting Services proceeding with debris monitoring services under the terms and conditions of the contract. If the contractor is authorized to proceed such notice is to be in writing and include the name of the company representative to whom notice was directed, how transmitted and the effective time and date, with copies to all Board members and the District Manager.
- SECTION 4. The District Manager is authorized to represent the District with governmental agency representatives and the contractor to facilitate the debris management project, and initiate participation in cost reimbursement and assistance programs of other governmental units which the District may be eligible.
- SECTION 5. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.
- SECTION 6. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in way affect the validity of the other provisions of this Resolution.
- SECTION 7. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Board of Trustees of the Port Malabar Holiday Park Mobile Park Recreation District this 8th day of April 2013.

Joanne Gaughan, Trustee
Board Chairman

Date

Marion Stone, Trustee
Board Secretary

Date

Attest:

Sharon Johnson,
Administrative Assistant

Date



320 Industrial Drive
West Chicago, IL 60185

Phone: 1-888-859-6951x 6356
Email: Rperaino@intheswim.com

Fax: 1-800-448-7329

Quotation

To: PORT MALIBAR HOLIDAY PARK
215 HOLIDAY PARK BLVD NE
PALM BAY, FL 32907

Attn:

Quotation #: 924156 - 03272013 - 1

Date: 3/27/2013

Customer ID: 924156

Fax #: 1-321-724-8166

Phone: 1-321-724-2240

Item #:	Quantity	Description	Discount Price	Total Price
S2365	1.00	16MIL 30X60 RECT ULTRA CLEAR	\$749.99	\$749.99
S6500	1.00	REEL ATTACHMENT KIT I/G	\$29.99	\$29.99
S6465	1.00	COMMERCIAL REEL UP TO 30' WIDE	\$2,149.99	\$2,149.99
Hurry, quote expires 4/26/2013				
Comments:			Subtotal	\$2,929.97
			Tax	Waived
			Handling	\$12.95
			Total	\$2,942.92

Thanks again,

Robert Peraino


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16 Mil Ultra Clear Solar Blanket 30 x 60 ft Rectangle

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Pool Shock
Pool Algaecides
Pool Clarifiers
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Pool Heaters
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Steps & Ladders For
In-Ground Pools
Steps & Ladders For
Above Ground Pools
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Pool Chairs & Lounges
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Above Ground Pools

Intex Softsided Pools
Steel Wall Pools

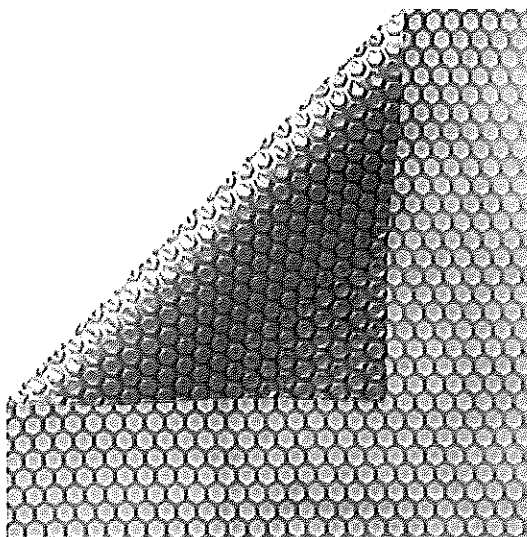
In-Ground Pools

Spa & Hot Tub

Portable Spas & Hot Tubs
Spa Cartridges
Spa Covers
Spa Chemicals
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Ice Rinks

Backyard & Home



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Our 16 Mil Ultra Clear Solar Blankets offer ultimate heating potential and superb heat retention at a competitive price!!

In The Swim's 16 Mil Clear Solar Blanket is an excellent and environmentally friendly way to capture energy from the sun and use it to heat your swimming pool. The thickest and most effective Solar Blanket, our 16 Mil Ultra Clear Solar Blanket has been especially designed for superior heat retention so your pool heats faster and stays warm longer. Our 16 Mil Ultra Clear Solar Blanket has the capability to heat your pool water up to 18 degrees, and to keep your water warm longer so you can enjoy a relaxing and comfortable swim day, evening, or night.

The 16 Mil Ultra Clear Solar Blanket features UV stabilized resin construction and a unique hexagon air pocket design that maximizes its effectiveness, and its aluminumized bottom layer helps transfer captured heat to your pool faster. The 16 Mil Ultra Clear Solar Blanket also acts as an insulator and prevents the captured heat from escaping. The 16 Mil Ultra Clear Solar blanket is also effective at reducing chemical loss that could be caused by water evaporation, saving you money, and helps keep debris from falling into your pool, keeping it cleaner.

- UV stabilized 16 Mil resin construction with hexagon air pocket design
- Aluminumized bottom layer for most effective heat transfer
- Raise the temperature of your pool up to 18 degrees and keep it warmer longer
- Use alone or with pool heater to enhance heating capability
- Reinforced, flat seams for enhanced resistance against wear and tear
- Easy to cut with scissors to fit kidney, oval or irregular shaped pools
- Save on chemical costs and cleaning time
- Economical and environmentally friendly
- 8 year manufacturer's warranty

Qty.	Item No.	Item Name	ONLY!
0	S2365	16 Mil Ultra Clear 30 x 60 ft Rectangle Solar Blanket	\$749.99



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Intex Softsided Pools
Steel Wall Pools

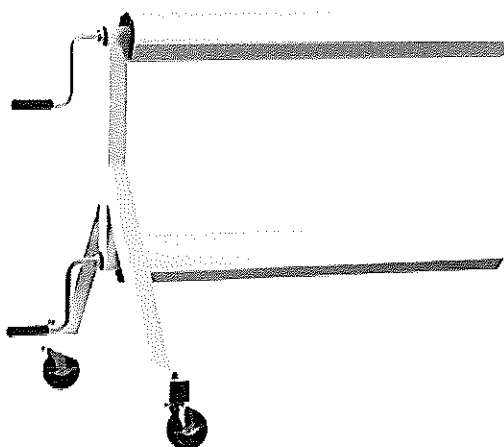
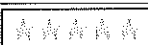
In-Ground Pools

Spa & Hot Tub

Portable Spas & Hot Tubs
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• **Warranty:** 1 Year Warranty

This Commercial-Grade Solar Reel System offers the same features as the HV100 but has dual tubes to handle even bigger and wider pools! Made with rugged construction and high performance for the most demanding pool owners, its structural design defies the rigors of daily use in commercial settings and it's resilient to the harsh climates of pools located in hot deserts and salt sprayed coastal regions. The reel system sits 36 inches high and is manufactured using all metal components for strength and durability. The system's main components are dual oversized, sag-proof aluminum tubes and aluminum bases coated in corrosion proof gloss enamel. Stainless steel hardware is used throughout, and a solid aluminum handle, oversized, locking castors, and a deluxe quick-release blanket attachment kit round out the features. The reel is available for 3 pool widths of up to 30 ft., 40 ft. and 48 ft. and accommodates blankets up to 90 ft. long.

Features:

- Commercial-grade quality
- Three lengths to fit many pool shapes and sizes
- Tubes are heavy-duty aluminum 5 inch diameter
- Frame is structured aluminum, 36 inches high
- Dual bearings for smooth solar blanket roll up
- Comes complete with stainless steel hardware kit
- Includes 4 inch heavy duty locking casters for mobility
- Able to roll over diving boards up to 19 inches from deck
- Includes attachment kit for blanket

Qty.	Item No.	Item Name	ONLY!	
0	S6465 NEW!	Horizon HV200 Commercial Solar Reel up to 30 ft.	\$2,149.99	ADD TO CART
0	S6470 NEW!	Horizon HV200 Commercial Solar Reel up to 40 ft.	\$2,699.99	ADD TO CART
0	S6475 NEW!	Horizon HV200 Commercial Solar Reel up to 48 ft.	\$2,799.99	ADD TO CART

Related Items

FREE SHIPPING!
ON EVERY ORDER
SATURDAY DELIVERY
Handling fee of \$8.99-10.99 applies

[Home](#) > [Pool Covers](#) > [In-Ground Pool Solar Reels](#)
[« Previous Item](#) [Next Item »](#)

Complete Solar Reel Attachment Kit

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Pool Clarifiers
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Pool Heaters
Salt Chlorine Generators
Filter Cartridges
Pool Parts
More...

Pool Liners

In-Ground Liners
Above Ground Liners
More...

Pool Covers

Solar Blankets & Reels
Winter Covers
Safety Covers
More...

Pool Accessories

Pool Paint
Steps & Ladders For
In-Ground Pools
Steps & Ladders For
Above Ground Pools
Pool Slides
Pool Chairs & Lounges
More...

Above Ground Pools

Intex Softsided Pools
Steel Wall Pools

In-Ground Pools

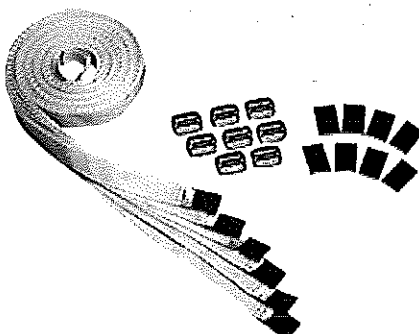
Spa & Hot Tub

Portable Spas & Hot Tubs
Spa Cartridges
Spa Covers
Spa Chemicals
More...

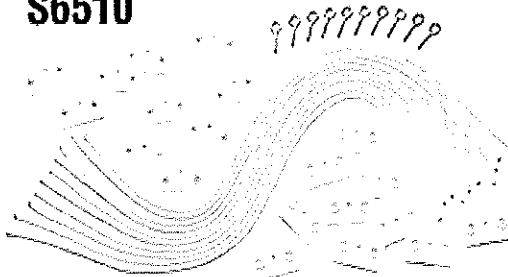
Ice Rinks

Backyard & Home

\$6500



\$6510



Overall Rating ★★★★★ 3.5 out of 5
15 of 21 (71%) reviewers would recommend this product to a friend.
[Read all reviews](#) [Write a review](#)

ALL THE EQUIPMENT YOU NEED TO ATTACH A SOLAR BLANKET TO THE REEL!

In-Ground Kit includes:

- 8 - Cord Plates (set)
- 8 - 6 ft. Blue Straps
- 8 - Buckles
- 8 - Velcro Tabs (set)
- Easy to Following Instructions

Above-Ground Kit includes:

- 10 - Cord Plates (set)
- 10 - 2 ft. White Cords
- 10 - Tube Eye Screws
- Easy to Following Instructions

Qty.	Item No.	Item	ONLY!
0	S6500	In-Ground Attachment Kit	\$29.99

[ADD TO CART](#)

0	S6510	Above-Ground Attachment Kit	\$24.99
---	-------	-----------------------------	---------

[ADD TO CART](#)

Now it's easier than ever to take advantage of the sun's energy to heat your pool with solar pool covers. Solar reel attachment kits provide you with everything you need to attach your solar cover to a solar cover reel. By using solar reel attachment kits to attach your cover to a reel, you will be making your life far more convenient as it will be easier and faster to cover and uncover your swimming pool each time you use it. Solar reels also allow you to store your solar cover in an organized way that will help to prevent damage to the cover.

In the Swim offers above ground solar reel cover attachment kits as well as in-ground solar cover reel attachment kits. Best of all, our solar reel attachment kits are economically priced. By making a small investment in a reel attachment kit, you will be able to make a big difference to how easy and convenient and is for you to use a solar pool blanket to keep your pool warm and to prevent evaporation.

Product Reviews

[Review This Product](#) [Choose a sort order](#)

Overall Rating: ★★★★★ 4 out of 5
Good for all solar covers, June 19, 2012
By [Aseries](#) from St. Paul, MN [\(read all my reviews\)](#)

Pros: Durable straps and plastic parts. Lasted as long as the cover
Cons: Velcro tabs tend to come unglued. I use stainless screws.

"The "Above Ground" kit for my AG pool was useless. The ropes rotted in one year and the plastic disintegrated. The "In Ground" kit works much better. Forget about attaching the straps directly to the cover. Here is what I do: get a 1/2 inch vinyl water pipe the approximate width of the cover. Glue end caps

on so it will float. Pass the straps top to underneath the cover and around the pipe and back up through the buckles. The pipe floats just under the cover and when it is pulled up the cover stays nice and flat and does not bunch so much. When the cover is unrolled the ends tend to curl under the surface. I attach another 18 inch length of capped pipe to each end of the cover. The pipes pull the ends down and help float the ends out the right way."

Was this review helpful to you? [Yes](#) [No](#) ([Report Inappropriate Review](#))

Overall Rating: ★☆☆☆☆ 1 out of 5

Straps have a short life, May 29, 2011

By [SunnySideUp](#) from Pa. [\(read all my reviews\)](#)

Pros: Easy to attach the straps to the solar cover and solar reel

Cons: All the straps broke in less than 2 years they are made of poor quality material

"The straps are not thick or very wide. All of the straps broke in less than 2 years. I would by thicker/wider straps. I would not buy these again."

Was this review helpful to you? [Yes](#) [No](#) ([Report Inappropriate Review](#))

Overall Rating: ★☆☆☆☆ 1 out of 5

Bad description in catalog, September 17, 2009

By [degers](#) [\(read all my reviews\)](#)

Pros: It fits any reel

Cons: Hard to install with eyelets

"You show in your catalog one item with straps and Velcro and send another with cords and wood thread eyelets to install on a metal Reel"

0 of 1 people found this review helpful.

Was this review helpful to you? [Yes](#) [No](#) ([Report Inappropriate Review](#))

Overall Rating: ★☆☆☆☆ 1 out of 5

Don't bother., August 4, 2009

By [Sparky](#) from Grand Rapids, MI [\(read all my reviews\)](#)

Pros: Nothing

Cons: Weak adhesive

"The adhesive-backed velcro pieces stayed attached to my reel for almost a week! Needs more/stronger adhesive."

Was this review helpful to you? [Yes](#) [No](#) ([Report Inappropriate Review](#))

1-4 of 21

[Next Page](#)

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« [Previous](#) Product 19 out of 25 in In-Ground Pool Solar Reels [Next](#) »

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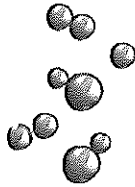
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ESTIMATE

Port Malabar Holiday Park Mobile Home Park Recreation District
T-Star Thermal Blanket - Standard

Order # 45680
Date 01/08/13
Consultant House Account
WQA Corinna Kahant
Fax # (561) 746-5898
Billing Terms Credit Card

Proposed To

Cheryl Ennis
Port Malabar Holiday Park Mobile Home Park Recreation District
215 Holiday Park Boulevard NE
Palm Bay, FL 32907-2196

Ship To

Port Malabar Holiday Park Mobile Home Park Recreation District
215 Holiday Park Boulevard NE
Palm Bay, FL 32907-2196

Phone: (321) 724-2240 Fax: (321) 724-8166
Courier Service
ESTES LTL

Order Description

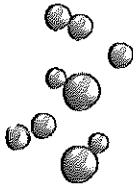
T-Star Thermal Blanket Packages includes a T-Star Energy Saver 12/10 Closed Cell UV Resistant Pool Blanket with Ciba-Geigy's UV Inhibitor, C-3 Wind Edging, and plate-reinforced corner construction; a T-Star Stainless Steel Winder and SunGuard Pool Cover Protector; CES provided set-up and training; guaranteed on-site factory measurement/fit; and on-site warranty administration with local technical support.

Order Items

Code	Description	Quantity	Unit Price	Item Total
FF T-Star Blanket	T-Star Thermal Blanket Package	1	0.00	0.00
FE ES/STD	Energy Saver 12x10 Closed Cell UV Resistant P	1	2,869.00	2,869.00
Energy Saver 12x10 Closed Cell UV Resistant Pool Blanket Includes Ciba-Geigy's UV Inhibitor, C-3 Wind Edging, and plate-reinforced corner construction. Custom manufactured in sections to pool dimensions, based on approved dimensional drawings.				
FE RCS	Reinforced Cutout Section	8	73.79	590.32
2 ladders, 2 handrails, 4 rounded corners				
FF T21-16	Stainless Steel Winder, One Reel, 16' Wide	1	4,517.37	4,517.37
Frames will be prepared to accept reel from existing winder to make this a two reel winder. Reels will be about waist high and two will make winding easier. Parts are available for existing reel such as bearings, pillow blocks, and rivets.				
FG SG-5X16	SunGuard Pool Cover Protector, 5'x16	1	87.23	87.23
SunGuard Pool Cover Protector, 5'x16 For T21-16 Storage Reels				
ZZ Service	Standard Service	1	200.00	200.00
Pool Cover Template Measurement if Required				



Commercial Energy Specialists • 860 Jupiter Park Drive • Jupiter, FL 33458 • PH 800-940-1557 • F 561-746-5898 • www.CESWaterQuality.com



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Port Malabar Holiday Park Mobile Home Park Recreation District
T-Star Thermal Blanket - Standard

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Palm Bay, FL 32907-2196

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Courier Service
ESTES LTL

Additional Information

T-Star Standard Energy Saver Blankets are covered by a 3 year Manufacturer's Warranty. T-Star XER Energy Saver Blankets are covered by a 6 year Manufacturer's Warranty.

T-Star Spa Covers are covered by a 1 year Manufacturer's Warranty.

The warranty does not cover wear and tear or damage due to misuse or chemical action. The warranty is null and void if product not protected from direct UV exposure.

T-Star Storage Winders are covered by a Lifetime Structural Warranty. The warranty does not cover normal wear and tear.

CES will match any price on same products and services
Final Measurements may vary slightly from square footage on Proposal. Invoice will reflect actual square footage.

Manufacturer requires a review of operating and safety procedures at installation. A CES representative must be present to review Energy Saver installations. This review must be completed within 72 hours or all manufacturer warranties shall be deemed void. A Sample of the required Installation paperwork has been attached for your review.

State law requires a locking enclosure around the perimeter of the pool if a thermal blanket is used.

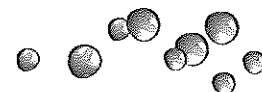
Lead time approximately 6-8 weeks from time of order completion.

Order not considered complete until 50% deposit or PO # received.

50% Deposit: \$4867.78

Subtotal	8,263.92
Adjustment	0.00
Total	8,263.92
Shipping	950.50
Tax	540.85
Grand Total	9,755.27
Payments	0.00
Payment Due	0.00

\$ 9,214.42



Robinson Equipment Co., Inc
Post Office Box 156
Mims, Florida 32754
Telephone 321-267-2023 Fax No. 321-267-5824

EQUIPMENT QUOTATION

The Following is submitted for your consideration and acceptance within_14 days. Subject to applicable taxes and prices.

To: HOLIDAY PARK

DATE 3/12/13

ATT:

Quantity	Description	Unit Price
1 OR MORE	KUBOTA MODEL F2680E	\$12,834.00
	2WD OUT FRONT MOWER UNIT	X2
	3 CYL. DIESEL ENGINE, 25.5 HP	\$ 25,668.00
	23X10.5-12 FRONT TIRES	
	16X6.50-8 REAR TIRES	
	2 POST ROPS	
	NO MOWER DECK	
2EA	LESS F2880 TRADE ALLOWANCE	(\$1,200.00)
		X2
		\$2,400.00
	TOTAL TRADE DIFFERENCE	\$23,268.00

Customer Orde No. _____

Robinson Equipment Co., Inc.

Signature: _____

TED COX

Cash	Charge	C.O.D.	Credit



April 4, 2013

Port Malabar Holiday Park
215 Holiday Park Blvd NE
Palm Bay, FL 32907

Attn: Sheryl Ennis – District Manager

RE: Laundry Facilities Proposal

Upon the execution of a new, mutually agreeable laundry space lease, *Mac-Gray* is prepared to provide the following as an alternative to the existing agreement.

Rental Proposal

- 1 Certified Inventory Hi-Efficiency Front Load Washer, Vend \$2.00
- 1 Certified Inventory Top Load Washer, Vend \$2.00
- 2 Certified Inventory Gas Single Dryers, Vend \$0.25 (10 minute drying time)
- **Service:** *Mac-Gray* will provide Maytag "Red Carpet" service and will respond to all service requests within 48 hours, excluding holidays and weekends
- **Insurance:** *Mac-Gray* will maintain a \$10,000,000 liability policy covering its operation and name the designated entity as the additionally insured
- **Rental Fee:** \$76 per month invoiced to Port Malabar Holiday Park (which is \$19 per machine, per month)
- **Keys:** You retain the only keys to the money boxes and keep 100% of collections
- **Term:** The lease term to be three (3) years

In addition, every *Mac-Gray* customer receives at no additional charge:

Client Extranet

With client extranet you get secure access to all your financial and service information 24/7. You or your administrator can view and download a report of collections and commission payments updated daily. You can also view a comprehensive report of all service requests including date and time of request, type of equipment and problem, requestor comments, and date and time of resolution.

LaundryLinx™

LaundryLinx is a proprietary Web-Based system that provides a customized, easy-to-use method of requesting service. It ensures 100% service report accuracy because each request goes directly into Mac-Grays's service system – without re-entering or interpretation by a dispatcher. This prevents delays common to systems that rely on e-mail or phone requests. Technicians are automatically dispatched which result in faster response. The call is tracked,



generates two e-mail notifications, the first is a time stamped reply with a tracking number acknowledging the service request and the second confirms the problem has been resolved.

Direct Deposit

Electronic payments are a simple, smart way that delivers our commission payments into your checking account. No more paper checks to handle and a host of features, including online presentment of check backup and recent payment history.

For additional information about us please view our website www.macgray.com. We hope that you find our site to be a valuable resource that answers any questions you may have about Mac-Gray which is traded on the New York Stock Exchange under "TUC".

Should you have any further questions or concerns, please call me personally at (321) 696-1241. I look forward to working with you and I'm confident that we will exceed your expectations.

Sincerely,

James Wigfall
District Sales Manager
jwigfall@macgray.com

9:48 AM
03/25/13
Accrual Basis

Port Malabar Holiday Park
* Expenses by Vendor Summary
October 1, 2010 through March 25, 2013

	Oct '10 - Sep 11	Oct '11 - Sep 12	Oct 1, '12 - Mar 25, 13	TOTAL
Mac-Gray	2,983.50	2,754.00	945.54	6,683.04
TOTAL	2,983.50	2,754.00	945.54	6,683.04

9:46 AM
03/25/13
Accrual Basis

Port Malabar Holiday Park
* Income by Customer Summary
October 1, 2010 through March 25, 2013

	Oct '10 - Sep 11	Oct '11 - Sep 12	Oct 1, '12 - Mar 25, 13	TOTAL
Laundry Customer	1,973.75	2,056.50	874.50	4,904.75
TOTAL	1,973.75	2,056.50	874.50	4,904.75

* NEW Quote FROM MAC-GRAY monthly
2 washers } \$76.00/month - \$912.00/YEAR
2 Dryers }
FOR 3 YRS

[illegible]

[illegible]

[illegible]