



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEES

MEETING AGENDA

May 27, 2014 - 7:00 PM

Joanne Gaughan
Chairman

Rebecca "Becky" Earnest
1st Vice-Chairman

Harald Albinus
2nd Vice-Chairman

Marion "Molly" Stone
Secretary

Allison Kelly
Assistant Secretary

Philius Matton
Treasurer

Marilyn Spall
Assistant Treasurer

Rodney "Rod" Lindsay
Trustee

Daniel "Dan" O'Connell
Trustee

Cheryl Ennis
District Manager

Karl Bohné, 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 Board Meeting minutes from April 28-Workshop, April 29-DOR, May 7-DOR**

Attachment: April 28, 2014 Workshop meeting minutes
Motion to approve minutes
Trustee comment
Call for vote

April 29, 2014 DOR meeting minutes
Motion to approve minutes
Trustee comment
Call for vote

May 7, 2014 DOR meeting minutes
Motion to approve minutes
Trustee comment
Call for vote

7. **Managers' Report for April and May**

Attachment: Managers Report for April and May
Motion to accept
Trustee comment
Public comment
Call for vote

8. **Review and Consideration of Approving the Architectural Control Committee's Recommendations for Rules and Regulations to be used in conjunction with the Restated DOR's**

Attachment: Architectural Control Committee's Rules and Regulations
Motion to approve
Public comment
Trustee comment
Call for vote



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

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

9. Budget – 2014/2015

(A) Proposed 2014-2015 Fiscal Year Budget

Questions and Comments regarding the proposed \$1,435,000 budget for the District's fiscal year starting October 1, 2014

Attachment: Proposed 2014-2015 fiscal year budget
Public comment
Trustee comment
Motion to Close 2014-2015 Budget Hearing
Call for Vote

(B) Proposed 2014-2015 Non-Ad Valorum Special Assessment Fee

Consideration of proposed annual Special Assessment Fee of \$2,097 (equivalent to \$174.75 per month) for the fiscal year starting October 1, 2014

Public comment
Trustee comment
Motion to Close 2014-2015 Discussion on Assessment Fee
Call for Vote

(C) Adoption of Proposed 2014-15 Fiscal Year Budget and Non-Ad Valorum Special Assessment Fee

Review of comments and recommendations during the Public Hearing on the proposed budget and the proposed special assessment fee for the next fiscal year, consideration of any additional changes and resulting adjustments prior to approval.

Attachment: Proposed Resolution 2014-05 approving the budget and Special Assessment fee for the District's 2014-15 fiscal year
Motion to adopt Resolution 2014-05 approving the 2014-15 Fiscal year budget and the 2014-15 Non Ad Valorum Special Assessment Fee, and authorizing Brevard County Tax Collector to process collections
Call for Vote

10. Review of Board Meeting Schedule for June 9&23, July 14&28, August 11&25

Motion to cancel meetings (dated)
Trustee comment
Public comment
Call for vote

11. Public Comment

12. Trustees remarks

13. 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 MINUTES
April 28, 2014 - 7:00 PM**

**Draft
Pending approval
by The Board of
Trustees**

1. Call to order

By Joanne Gaughan, Chairman at 7pm

2. Invocation

By Becky Earnest, 1st Vice Chairman

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; Marion “Molly” Stone, Secretary; Allison Kelly, Assistant Secretary; Philas “Phil” Matton, Treasurer; Marilyn Spall, Assistant Treasurer; Daniel “Dan” O’Connell, Trustee. All acknowledged their presence. Harald Albinus, 2nd Vice Chairman; Rodney “Rod” Lindsay, Trustee; and Cheryl Ennis, District Manager; were absent. Also, present was Sharon Johnson recording.

5. Announcements by Chairman

Joanne Gaughan mentioned that David Hildebrant and Jerry Loker installed the solid door at the entrance to the office on Sharon’s side, she stated that we did send letters of “Thank You”, to them for the wonderful job. Joanne also recognized Pat for doing the staining of the door which turned out great. Also she would like to recognize Jessica, our part time employee who is here tonight observing for many reasons. We will not be approving the minutes for April 17, 2014 tonight as listed on the agenda.

6. Board Meeting Minutes – Approval of the April 14 and April 17, 2014 Board Meeting minutes

The minutes from the April 14, 2014, Board meeting were posted on the District website and bulletin board for review as well as distributed to the Board prior to the meeting.

Molly Stone “made a motion to approve the minutes with corrections” from the April 14, 2014 Board meeting. Phil Matton seconded the motion. The changes were noted. With no other comments, a vote was called. Motion carried.

7. Audit - Financial Audit for Year Ending September 2013 Presentation by:

Ross Whitley, from Berman Hopkins Wright & LaHam CPA's and Associates presented an overview of the financial audit for year ending September 30, 2013. The Board received the completed Financial Audit for review prior to the meeting. Ross Whitley indicated there were several "tests" performed on the District's financial system, all which passed with no issues. He stated that the audit went really well this year.

Mr. Whitley suggested the management hire an Actuary to determine the liability for Gasby "45". He recommended calling Florida League of Cities to assist with that process and determine liability if any for retired employees.

Allison Kelly asked a question regarding the Health Care whether it is similar to a Cobra. Mr. Whitley explained that basically it mandates what can be charged. It's a premium as to what the retiree will be charged if we were to offer insurance to them.

Marilyn Spall asked how many retiree's we have. The only one that is eligible for retirement and is 65 is Pat, and he is under medicare. The other question from Marilyn was, "Has anyone previously retired from here that is still employed?" The answer to that was NO.

Mr. Whitley explained that the Actuary will take the employee census, their age, years of service, and do their calculations to determine history. We need to do from an auditing stand point.

Becky Earnest made a motion to accept the audit as presented by Ross Whitney. Allison Kelly seconded the motion. A vote was called. Motion carried.

8. Review of proposed sign designs for entrance to recreation center and community entrance

Joanne Gaughan made mention that we received a \$3,000.00 grant from FMIT and stated that this money will be used toward the signs as discussed in a prior meeting.

Joanne Gaughan contacted each of the 3 vendors as she had several questions.

She asked Danny at Kendall Signs about doing a different type of design with what looks like brick but is not. It is really made from Styrofoam. In particular, she was interested in getting a quote on this type and was told that he would get another quote out to her.

On the quote from Max-R – it has a shipping charge of \$252.00 for both signs. It does have a 5 year warranty and a life expectancy of 20-30 yrs.

Allison Kelly questioned the post (Kendal) as to whether we want to put a new sign onto old posts.

Molly Stone likes the design of an oval sign but does not like a palm tree in the center of the sign.

Joanne Gaughan asked about wording on the signs.

Becky Earnest stated that the sign out front should say "Deed Restricted Community". The sign should also read just "Holiday Park" at the front of the park.

Marilyn Spall agrees with that, stating "Deed Restricted" be on the sign outside the park, so people will know up front the rules and regulations and enforces that.

John LaLima, 1055 Sunflower Lane, asked about the dimensions and cost of the different signs.

Marilyn Spall would like to see both Kendall and Max-R come back with what we are really looking for with more detail in order to make a good decision.

Trustees agreed that this should be tabled until the next meeting to get more information.

A motion was made to table the sign discussion until the next meeting by Phil Matton. Dan O'Connell seconded the motion. A vote was called. Motion carried.

9. Consideration of approving painting of the recreation hall walls and stucco pillars

Joanne Gaughan explained that we would like to get this project done over the summer months when we do not have all the activities. We would like to get this approved prior to the last meeting in June.

Phil Matton explained that it is only the white part of the walls, not the ceiling.

Joanne Gaughan called all three contractors as well on these quotes, as she had several questions. All three contractors quoted different type of paints.

All of the contractors stated that they would come with color palets if they received the contract.

Jack Nelson when quoting gave us a price for both inside and out. Joanne Gaughan asked if he would split the estimate and asked it to be provided in writing. We are waiting for an estimate for the interior in the amount of \$3,800.00.

Marilyn Spall asked if there is a time frame in which this project would take place.

Joanne Gaughan stated that the interior painting would take up to 3 days to do the job. She then asked if we should table until the next meeting.

Becky Earnest asked what kind of paint will be used.

John LaLima, 1055 Sunflower asked if they planned on spray painting or rolling the paint on the walls.

Becky Earnest made a motion to table this project until the next meeting pending more information. Marilyn Spall seconded the motion. A vote was called. Motion carried.

10. 2014 -2015 Budget Discussion

Phil Matton explained that he and Cheryl Ennis have had several meetings discussing items that needed to be addressed. A list has been put together that was felt to be most important. Unfortunately, not everything can be done this next fiscal year. The building is the most important thing and should be done first. Some of the items discussed were repairing the cap on the Rec Hall along with painting the building, the shuffleboard court has a safety issue which needs to be addressed, the pool boiler room needs a new roof and electrical work, a new mower, a high speed buffer, and some landscaping work both at the entrance and at the compound. There will still be some money left for allocation of other projects, such as a shed, lighting at the Americana gate, new benches on the island at the front of the building. Harald Albinus is working on a new sound system, Cheryl was working on getting

someone to volunteer to sew new curtains for the windows once the flame retardant material is purchased. There is still money left in the contingency fund.

Allison Kelly asked if we are planning on putting some shrubs and palms in the compound area, and if there is irrigation to take care of the plantings.

Joanne Gaughan questioned the Treasurer regarding payroll and raises for the employees in the budget, stating that she saw no increase in those line items and asked if that meant there would be zero raises for the employees. That question was never directly answered.

Phil Matton then spoke about the differences in the health insurance plans. Our plan that we have now went up 20% with Health First. Since we didn't want to charge more money to our employees there is another health plan but with a higher deductible that would cost the employees less money. Joanne questioned as to whether the District was going to pay more than the 90% that they pay now, the answer was no.

Joanne Gaughan wanted to advise everyone that all figures in Worker Compensation from last year were incorrect, that is why there is such a big difference now.

Allison Kelly asked why we deducted everything out of temporary office services, left nothing is something happens. Phil Matton explained that since Jessica is permanent part time, all monies have been put into the Admin payroll line item.

Joanne Gaughan questioned the legal fees on the budget, as there are no changes.

Allison Kelly stated that we have already spent a little over \$2,300.00 of the \$8,000.00 that was budgeted for this year and will be using the rest of that when we start sending to the attorney on the DOR's. She feels that we will need more as the DOR's progress.

Joanne Gaughan questioned Phil on property maintenance expense of \$500.00 under General Government Services. There is also a 5% increase in cable, standard on our contract which is another \$8,100.00.

Molly Stone asked what the individual cost is for basic cable based on 704 homes. Molly also asked for an explanation of taxes, fees and licenses, she would like a clarification of the \$30,000.00.

Phil Matton divided the cable bill for the 704 homes which equals \$248.62 per year.

Joanne Gaughan asked Phil Matton, since this budget was just the preliminary, if the changes will be inputted with the hope to vote on this at the next meeting if possible.

Allison Kelly asked about the truck for the grounds, and stated we should look for a used truck as this one is in badly need of repair and not really road worthy and safe at this time.

John LaLima, 1055 Sunflower Lane asked Phil Matton if, the fact that the Ad Valorem fee was short by \$40,000 was taken into consideration when figuring the budget, because, as explained by the auditor, getting this money now is slim to none.

Molly Stone asked about the sound wall and who was in charge of cleaning it. It was explained that the wall is taken care of by Florida Dept. of Transportation and would have to be discussed with them before anything can be done.

Barbara Hoffman 1021 Little CT, suggested that the Board get a group of people together and work on getting a color wheel so that when picking out colors in regards to the fabric for curtains and the chairs it would be easier to do.

Joanne Gaughan explained that the Budget will come back for review again at the next meeting

11. Public Comment - None

12. Trustees remarks

Dan O'Connell – nothing at this time

Marilyn Spall thanked everyone for coming and being patient.

Allison Kelly questioned the Board regarding the yellow brick out front as to whether we are replacing the brick because of deterioration, or are we replacing because we want to start from scratch. The brick is in good condition. Joanne explained that it has been recommended that we leave the yellow brick alone.

Allison Kelly also wanted to remind everyone that the DOR meeting is tomorrow and would like to see more people there.

Phil Matton – nothing at this time

Molly Stone read a complaint regarding a resident having problems with his neighbor. Cheryl Ennis explained to the resident that if he feels threatened that he should call the police in regards to his property, or if the problem was with the District property he was to let us know as there is a record being kept on this property.

Becky Earnest stated neighbors are complaining about the Australian Pines in the orchard. They would like to have the branches trimmed away from the fences again which used to be done by the grounds crew, or if needed, would like a price of what it cost between the owners to have it done. She would like to have no parking signs where the golf carts are parked to keep people off the grass where there are irrigation lines there.

Joanne asked if Becky had brought these issues up to the office yet. Becky stated that she would be bringing them up to the office.

13. Adjournment

Becky Earnest made a motion to adjourn the meeting. Allison Kelly seconded the motion. A vote was called. Meeting adjourned at 8:50pm.



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEES
SPECIAL MEETING – Deed of Restrictions
April 29, 2014

<p>Draft Pending approval by The Board of Trustees</p>
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1. Call to order

By: Joanne Gaughan, Chairman, at 3:05 P.M.

2. Pledge of Allegiance

Led By: Joanne Gaughan

3. Roll Call

By: Allison Kelly, Assistant Secretary; Joanne Gaughan, Chairman; Rebecca “Becky” Earnest, 1st Vice Chairman; Marion “Molly” Stone, Secretary; Allison Kelly, Assistant Secretary; Philias “Phil” Matton, Treasurer; Rodney “Rod” Lindsay, Trustee; and Daniel “Dan” O’Connell, Trustee. All acknowledged their presence. Harald Albinus, 2nd Vice Chairman; and Marilyn Spall, Assistant Treasurer were absent. Cheryl Ennis, District Manager was present and recording.

4. Review of the Restated DOR’s to Date

The Board and residents reviewed the restated DOR’s to date and made changes and updates as recommended. See Attached.

5. Public comment

None

6. Trustees remarks

The Trustees discussed the date and time for the next Special DOR meeting and set the date for May 7, 2014 at 10:00.

7. Adjournment

Becky Earnest made a motion to adjourn the meeting. The motion was seconded by Allison Kelly. A vote was called and the meeting adjourned at 4:40PM.

Restated Deed of Restrictions

Revised last-4/29/14

PORT MALABAR HOIDAY PARK MOBILE HOME PARK RECREATION DISTICT UNIT ONE AND UNIT TWO (hereinafter referred to as the "the DISTRICT") shall be a mobile/manufactured home community. Each and every mobile/manufactured home placed or installed upon any lot within the DISTRICT as a whole shall:

1. Conform to the Architectural Control Committee (hereinafter referred to as the "A.C.C.") Rules and Regulations approved by the Board of Trustees and
 - (a) Be of a width of not less than sixteen (16) feet and
 - (b) Be inspected and approved by a majority of members of the District A.C.C. as to the age, appearance, conditions, and structural standards and
 - (c) Be of an appearance relating to color of mobile or manufactured home and sheds install on a lot shall be in keeping with Florida color pallete as state in the A.C.C. Rules and Regulations and
 - (d) Be installed on the lot only by an authorized installation agency approved by the District's Board of Trustees and in the manor designated by the District's A.C.C. Installation as used in this subparagraph shall include, but not be limited to leveling, blocking, tying down, removal or masking of hitch, shirting, and installation of an approved set of steps.
2. Lot owners may utilize the basic cable television service provided by the District. Monthly charges for additional services shall be the responsibility of the lot owner. Services from other providers may be sought at the owner's expense however; installation of satellite dishes, individual television antenna or other such exterior items shall not be placed upon any lot except after approval by the A.C.C. as to size and location of such items.

Restated Deed of Restrictions

Revised last-4/29/14

3. With respect to each residential lot:

- (a) No structure, add-on, or accessory may be placed thereon without the prior written consent and approval of the A.C.C. as to location, position, setback, and architectural quality. In considering whether to grant such approval, the A.C.C. shall consider, among other things, the general aesthetic appearance of any such structure, add-on, or accessory, its effect upon neighboring lot owners, and its effect upon the community, as a whole.
- (b) Carport/shed (pending A.C.C)
- (c) Fences (pending A.C.C)
- (d) No clotheslines or clothes poles may be placed on any lot, except for one "umbrella-type" clothes pole for each lot, which shall be placed in the rear of the lot and must be in compliance with A.C.C. rules. A clothes pole shall be removed when resident is not in residence for more than a two (2) week period.
- (e,f) The District has made a provision for a storage area for boats, boat trailers, travel trailers, campers, and recreational vehicles, which shall be stored within this special area provided by the District. No boat, boat trailer, camper, or similar recreational vehicle derelict or otherwise may be stored, repaired or kept on any residential lot or storage compound except for the purpose of loading or unloading, not to exceed 48 hours. Commercial vehicles are a vehicle used primarily for the transport of materials or other goods used in a trade or business. Commercial vehicles, flatbeds and pickups up to ½ ton which are the sole means of transportation of the occupant of the mobile home may be kept in the carport. Any other commercial vehicles must be parked on the easterly side of the parking lot at the recreation center after permission is obtained from the Districts'

Restated Deed of Restrictions

Revised last-4/29/14

Manager. Except as provided above no commercial vehicle, shall be parked on any residential lot. Any person, property owner, occupant, lease, tenant or otherwise legally occupying the premises who shall permit parking or storing of such vehicles on private property shall be in violation of this section.

No derelict, disabled, unlicensed vehicles of any kind shall be kept or permitted adjacent to or upon any residential lot. No repair work shall be conducted upon any residential lot except for the necessary emergency vehicle repair such as the changing of flat tires.

Except for loading and unloading all vehicles shall be parked off the street and road of the subdivision. If the carport or driveway is fully occupied by vehicles the owner or occupant may permit a temporary visitor to park on his or her lawn for not more than 48 hours otherwise the parking area at the recreation hall is available for such purpose.

No trash of any description shall be kept or permitted adjacent to or upon any lot. All refuse shall be kept in containers of the type provided by the City's waste removal company and shall be kept on the carport, the rear of the home, or storage shed at all times. Trash and yard waste containers may be placed for curbside pickup not before 5:00 P.M. the day prior to pick-up and shall be removed from curbside the day of pick-up.

(g) No signs permitted on lots, except real estate signs or political signs(s), in window, planter box or as approved by the District Manager. Political signs may only be displayed beginning four weeks prior to an election and may only be a total of four (4) square feet and must be removed no later than 24 hours after the election is finalized. No lot may display more than two (2) political signs. Small signs setting forth the owner's name and street address shall be permitted in planter box or on home. A small sign announcing "yard

Restated Deed of Restrictions

Revised last-4/29/14

sale" may be temporary placed on owner's property but shall not remain longer than 24 hours. The foregoing provision shall not be construed to prohibit temporary or permanent placement by the District of street signs, promotional signs, directional signs, or area identification signs, etc.

(h) All numbered lots are designated as residential lots which shall not be used for any other purpose than the housing of one single family. For the purpose of this paragraph a "family" shall mean an individual or group of persons related to each other by blood or marriage and/or a group of not more than three (3) persons who are not necessarily related living together under one roof.

(e) No animals, snakes, other reptiles, livestock, or poultry of any kind shall be kept, raised or bred on any residential lot, except that aquarium fish and caged birds shall be permitted to be kept as pets on a residential lot, provided, however, household pets shall not, at any time, be permitted to become a public or private nuisance. The term "Household Pets" shall be deemed to mean small dogs, cats, and rabbits not to exceed 25 pounds mature weight however an exception is made for a qualified service animal as provided for in Chapter 413 of the Florida Statue. No household pet shall be permitted to run at large and shall be restrained by a leash not more than six (6) foot in length when outside the home. No more than two (2) such household pets may be maintained on the owner's property at one time. Pets should not be allowed to stray on to property other than that of the pets' owner. Owners are responsible for cleaning up after their pet(s). No pets shall be allowed in the Recreation Building however an exception is made for service animals. Owners shall also abide by the rules and regulations set by Brevard County Animal Services.

Restated Deed of Restrictions

Revised last-4/29/14

j) No trade, business, profession or any other type of commercial activity shall be conducted on any lot.

(k) In order that public services may be rendered within the subdivision, a continuing, perpetual easement is hereby reserved in favor of and granted to all companies providing public service and duly constituted governmental bodies having jurisdictions over the premises and their respective agents, to enter upon and within all parts of the subdivision for lawful purposes in rendering or affording police and fire protection, sanitation services and similar public services within the District.

(l) Except for loading and unloading all vehicles shall be parked off the streets and roads of the District.

(m) All mobile/modular homes in the District must be appropriately skirted to conceal under carriage as approved by the District.

(n) All mobile/modular homes must be connected to central water and sewer systems serving the premises; and no private wells or septic tanks shall be permitted. No gas appliances of any kind are permitted. However, gas barbeque grills designed for outdoor use may be used provided no tanks above 30lbs will be permitted. No bottled gas tanks or fuel oil storage tanks shall be permitted on, above, or under any lot.

(o,p) PORT MALABAR HOLIDAY PARK is a community intended and operated as "housing for older persons" within the meaning of the Fair Housing Amendments Act of 1988, 42 U.S.C. Sections 3601, et seq. Each non-vacant lot shall be occupied by at least one (1) person fifty-five (55) years of age or older and all other occupants residing in the mobile must be at least forty (40) years of age. The age of prospective occupants shall be verified through a birth certificate, picture identification, or valid driver's license. Notwithstanding the above, if a lot previously occupied by a family ceases to meet the requirements of this provision as a result of death or

Restated Deed of Restrictions

Revised last-4/29/14

permanent institutionalization of the occupant aged 55 or older, the remaining occupants shall be allowed to continue to occupy the lot. The provisions of this paragraph shall apply to any subsequent tenant, sale, lease, rental, devise, transfer, or other conveyance of the lot on which the remaining family resides. For purposes of this subparagraph, an individual shall be deemed to be permanently institutionalized if said individual is committed to or placed into a nursing home or a mental or physical health institution upon suggestion or recommendation of a licensed medical physician, for a period of time exceeding eight (8) weeks.

With respect to Caregivers, the District Manager shall approve a caregiver's occupancy if the services of a caregiver are required and/or recommended to the resident individual by a licensed medical physician. (A "Caregiver's Application" is available in the District office for authorizing this service). A "bona fide caregiver" shall be defined as at least eighteen (18) years of age and an individual legally authorized to provide medical care to other individuals, family members, lot owner or renter who is unable to reasonably function without the caregiver's services. If the owner or renter dies or is permanently institutionalized, the caregiver shall no longer be allowed to reside in the unit.

Should unforeseen circumstances exist thereby preventing an owner from meeting the age requirements of the DISTRICT and application to the Board of Trustees will be provided to the lot owner where the lot owner will have the opportunity to submit their "hardship" claim to the Board of Trustees who has the authority to approve such occupancy.

Restated Deed of Restrictions

Revised last-4/29/14

4. The following provisions with respect to lot maintenance and the recreation facilities shall prevail as to each lot owner and are hereby imposed as to each individual lot.

a. Each and every lot owner, by acceptance of the deed conveying title to his lot, covenants and agrees to pay to the District a general maintenance fee as set forth by the District's Board of Trustees. The District arranges with the Brevard County Property Appraiser to include the Assessment fee on your annual property tax notice and with the Brevard County Tax Collector for processing said payment. Although this approach is for the owner's convenience and reduces the Districts' cost, it creates the potential for loss of your property in the event of non-payment of taxes.

b. The District shall provide to each residential lot owner recreational facilities, basic cable service and lawn maintenance service consisting of periodic mowing. No trimming or pruning of hedges, trees or bushes shall be included in said lawn maintenance. Lawn maintenance shall be provided by the District at such intervals as the District may deem necessary and convenient. In connection therewith, there is hereby reserved by the District the right to enter upon each and every residential lot for the purpose of providing lawn maintenance service or for the purpose of dealing with hazardous and obstructive conditions. The District may, at its option assign its right to provide the lawn maintenance services above described; to any person, firm or corporation of its choosing.

c. No residential lot owner shall be excused from the payment of the assessment because of his or her failure to use the recreational facilities, lawn maintenance service, basic cable service, or any part thereof.

d. It is further provided that all recreation facilities provided by the District shall be owned and operated by the District and that in addition to the assessment above set forth the District shall be entitled

Restated Deed of Restrictions

Revised last-4/29/14

to receive fees for additional services provided. Said additional charges shall be rendered only for services actually performed and goods or products actually sold. Each lot owner shall be permitted to utilize the recreational facilities from time to time, subject to reasonable use rules and regulations prescribed by the District.

Except as is otherwise provided for in this Declaration relating to lawn mowing by the District all lots shall be maintained by the owner of such lot in good appearance free of underbrush, weeds, rubbish, and accumulation of personal property, except items such as patio or porch furniture, and barbecue grills. The exterior of the homes shall be free of mold, mildew and/or dirt which are visible when the home is viewed from the street or any adjacent lot. The District, its agents or employees, shall have the right, but not the obligation, to enter upon any lot to cure any violation herein. Any such curing, maintenance or repair shall be at the expense of the Owner of the lot on which the violation has occurred or exists which expense shall be payable by such Owner of the lot to the District as a result of the Districts abating or curing violations and shall be due and payable within twenty on (21) days from the date of mailing of a statement by the District as provided for under **Rules and Regulations Violation Time-Line**. Entry to cure any violation shall not be a trespass. The rights of the District described in the section shall not be construed as a limitation of the right of the District to prosecute proceedings as law or in equity for the recovery of damages against persons violating or attempting to violate these covenants or for the purpose of preventing or enjoining any violations or attempted violations. The remedies contained in this section shall be construed as cumulative of all other remedies provided at law or in equity. The failure of the District to enforce the Declaration, however long continuing, shall not be a waiver of the right to enforce the Declaration at a later time.

Restated Deed of Restrictions

Revised last-4/29/14

DECALS

Holiday Park occupants whether owners, non-owner occupants or renters and whether or not year-long residents shall display a Holiday Park gate access decal on all motor vehicles operated by said occupants. Decals are to be placed; a) on the outside upper corner of the driver's side front windshield or b) if a windshield is not required and does not exist or such placement is limited by Statute, at a location approved by the District Manager. Occupants displaying the gate access decal shall be admitted to the District without having to stop and check-in at the entrance with the gate attendant. All motor vehicles not properly displaying the gate access decal shall be required to stop at the District's entrance gate, check-in, and obtain a temporary pass. The Holiday Park gate access decals shall also be required to park in any parking area for the use of the recreational facilities in Holiday Park.

Gate access decals shall be issued free of charge to all property owners and are reissued on a two year schedule provided that a) an application form, supplied by the District office, is completed and b) a copy of a valid vehicle registration certificate listing the property owner(s) name is provided to the District office. A maximum of two (2) decals shall be issued to each property meeting the stated requirement. (Property Ownership will be determined by the name(s) listed on the property Deed.)

The owner residing in a property with a non-owner occupant has the option of one (1) access decal, plus one (1) access decal for a non-owner occupant who has a) completed the non-owner occupant registration with the District office b) supplied a copy of the valid vehicle registration certificate listing the non-owner occupants name and c) the processing fee (*see Rules and Regulations, "Vehicle Decals"*) for decals is by the District office.

A non-owner occupant shall be provided gate access decal yearly for two (2) vehicles provided that a) an application form, supplied by the District office, for a non-owner occupant is completed b) a copy of a valid

Restated Deed of Restrictions

Revised last-4/29/14

vehicle registration certificate listing the non-owner occupant as the vehicle owner is supplied c) a Verification of Occupancy and Consent form executed by the property owner is supplied and d) the processing fee (see *Rules and Regulations, "Vehicle Decals"*) is received. One (1) decal shall be issued to the non-occupant owner of such property.

The fee may be adjusted by the Board of Trustees not less than 90 days prior to the renewal date of such decals.

Upon termination of occupancy of the non-owner occupant, all decals must be surrendered to the District Office of Holiday Park.

Additional decals may also be issued for RVs, boat and utility trailers, campers, as space provides, and mopeds and motorcycles registered to an owner-occupant or non-owner occupant who has meet the above required application process.

The term "motor vehicle", for purposes of this Deed of Restriction shall be defined as any vehicle which is self-propelled and upon which any person or property is transported, including automobiles, motor buses, trucks, RVs, motorcycles, mopeds, golf carts, and personal mobility scooters.

All owner-occupants and non-owner occupants shall, from the date they begin residing in the District, comply with this Deed of Restriction.

Any person who is required to display a decal that does not have the required decal shall be given a written notice to comply within 5 days of the date of notice. Any person who fails to comply after being given such notice shall be subject fines and civil enforcement of this Deed of Restriction by all available legal remedies including reimbursement to the District for all costs incurred, attorney and court fees caused by civil enforcement.

Restated Deed of Restrictions

Revised last-4/29/14 – 5/7/14

Fine System:

Violations to Deed of Restrictions are subject to a fine assessed by the Board of Trustees.

After two letters are sent to an owner for non-compliance a third certified letter will state the imposing \$125.00 fine. If the non-compliance is not corrected within thirty (30) days, a cumulative fine of up to \$250.00 would be imposed. If not paid and the non-compliance is not corrected, the District will take action to correct the non-compliance when applicable and file a lien on the property for the fine and all costs to cure the non-compliance.

Rules and Regulations

Vehicle Decals

The current \$20.00 fee may be adjusted by the Board of Trustees not less than 90 days prior to the renewal date of such decals.



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEES

SPECIAL MEETING – Deed of Restrictions

May 7, 2014

1. Call to order

By: Joanne Gaughan, Chairman, at 10:10 P.M.

2. Pledge of Allegiance

Led By: Joanne Gaughan

3. Roll Call

By: Marion “Molly” Stone, Secretary; Joanne Gaughan, Chairman; Rebecca “Becky” Earnest, 1st Vice Chairman; Harald Albinus, 2nd Vice Chairman; Allison Kelly, Assistant Secretary; Marilyn Spall, Assistant Treasurer; Rodney “Rod” Lindsay, Trustee; and Daniel “Dan” O’Connell, Trustee. All acknowledged their presence. Allison Kelly, Assistant Secretary; Philias “Phil” Matton, Treasurer were absent. Cheryl Ennis, District Manager was present with Sharon Johnson recording.

4. Discussion and Review of “Deed of Restrictions” 5, 6, 7, 8, 9, & 10

Joanne Gaughan began the meeting by asking that item 4 be amended to add discussion of any other deed of restrictions as deemed necessary. Becky Earnest made the motion to “add discussion of any other deed of restrictions as deemed necessary.” A vote was called. Motion carried.

The Board discussed the Deeds by numbers listed above. It was decided that number five be omitted as it does not apply. Dan O’Connell made a motion to omit number five. A vote was called. Motion carried.

With regard to number six (6), Allison Kelly asked for the following to be added “no game playing of any kind is allowed in any streets for the safety of residents and guests” and “defacing the roads with any type of paint or materials that changes the look or composition of the roadway is not allowed”. Becky Earnest made “a motion to add the wording as noted by Allison Kelly”. Dan O’Connell seconded the motion. A vote was called. Motion carried.

With regards to number seven (7), which referred to the number of years the DOR’s would be in effect. Clarification and need will be sought from the District’s Attorney.

Number eight (8) will be left as stated and need will be sought from the Attorney.

Number nine (9) and ten (10), if necessary will be left in as needed on the recommendation of the Attorney.

The Board went back to the restated DOR's continuing adjustments to the restated DOR's that have been discussed to this point. Changes were made and incorporated. See Attached.

The Chairman asked for the status of the Board members attendance at the next few meetings.

Harald Albinus – will be here

Allison Kelley – will miss the workshop meeting in May

Becky Earnest – will be here

Dan O'Connell – will miss the June Regular Meeting

Allison Kelly brought up discussion on Guests and the noise ordinance and thought it should be expanded.

Harald Albinus asked if the District "fell" under the Palm Bay City noise ordinance. The answer was yes.

Joanne Gaughan read Ordinance 89-5 which discussed visitation. It was recommended that the section on visitation stay the same but be clarified.

The Board discussed how the Restated Deed of Restrictions would be brought to the residents for a vote and whether it should be as a whole or in sections. It was recommended that after the Attorney reviews the Restated Deeds that, in the fall when owners return, that the Board have meetings to discuss, review and answer any questions residents may have prior to sending out the document for a vote.

The Board discussed the Ordinance on noise which briefly states "No noise pollution by loud talk or playing instruments or equipment in a disturbing manor." The Board recommended that the Cities ordinances would apply and the ordinance would be a rule. Numbers on homes and mailboxes was discussed and it was stated that it was going to be in the Rules and Regulations.

Donna Matton asked Joanne Gaughan if she had received any information on whether or not the decisions made by the ACC Board would be a "final ruling" or if a resident would have the right to go to the Board of Trustees if the resident felt it necessary. It was said that a resident would have the right to file a complaint with the office and have their issue brought before the Board.

The Board discussed the fine system and its process, the number of letters to be sent to an owner for a violation, days between notices and the fine amounts. See Attached.



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

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

5. Public comment

None

6. Trustees remarks

The Board discussed the date of the next meeting, which will be May 29, 2014 at 10:00AM.

7. Adjournment

Becky Earnest made "a motion to adjourn". Allison Kelly seconded the motion. The meeting was adjourned at 11.45.

Added: May 7, 2014

Visitors

A Resident must call the gate to allow access for a visitor by requesting a day pass. This includes access for any contractor services.

Extended Stay Guests

Guests are allowed extended stays, with a Resident, for a maximum of twenty-one (21) days per visit, two (2) times a year with minimum of thirty (30) days between each extended visit. Residents must call the office to arrange for an extended pass for their guest(s).

Guests, staying longer than 21 days must register in the District office and pay the registration fee for each occurrence. A registering guest must meet the "Resident" age requirement of Holiday Park.

#5 Reference to the recreational facilities being owned by the District and the establishment of reasonable rules and regulations for the use thereof is reserved to the district.

#6 The Board may establish reasonable rules and regulations concerning the use of the roads.

[#7 each time we do an amendment we will emphasize the re-adoption of all previous enactments in the WHEREAS clauses thereby reaffirming their existence.]

#8 "The restrictions and regulations herein are intended, to bind all the land within the jurisdictional boundaries and the residents their guests and invitees of the District.

#9 Delete

#10 If any subsection, clause, phrase, word or provision of this instrument is, for any reason, held invalid or unconstitutional by any court of competence jurisdiction, such invalid unconstitutional portion shall be deemed a separate, distinct, and independent provision, in such holding shall not affect the validity of the remaining portions of this instrument.

Fine Structure:

Violations to Deed of Restrictions are subject to a fine assessed by the Board of Trustees and detailed in Holiday Park Rules and Regulations.

If an owner is found to be in violation of the Deed of Restriction a letter will be sent to the owner explaining the violation giving the owner thirty (30) days to correct the violation. If after thirty (30) days the violation has not been corrected, a second letter indicating an impending \$125.00 fine, will be sent to the owner giving them an additional thirty (30) days to correct the violation. If after two letters are sent to an owner for a violation of the Deed of Restriction and the violation has not be corrected, a third certified letter will sent which will include a twenty-one (21) day invoice for the \$125.00 fine, a letter noting the impending cumulative fine of an additional \$125.00 if not corrected. If the violation is not corrected within thirty (30) days of the 3rd certified letter, the \$250.00 fine will be imposed and the District Manager will notify the Board of Trustees of the impending action. The Board of Trustees will review the status of the violation and, may at their discretion, direct the District office to correct the violation, send a twenty-one (21) day invoice, which includes costs to correct the violation, the fine, costs for the lien, and legal fees if applicable, and the required lien documentation for the property.



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

Manager's Report – April, May 2014

1. The Districts TV station (Channel 732) is up and running and will contain a combination of information of HPPOA activities and information from the District office. We anticipate monthly activity updates and meeting schedules to be posted and any pertinent info to be added on an as needed basis.
2. Improvements to the Recreation District entrance has started. Landscaping and pavers will be installed as material arrives and we anticipate completion by weeks end.
3. The grounds staff installed the irrigation to the Recreation Island entrance and one of our custodians installed the electrical for lighting the area along with electrical outlets.
4. The grounds crew is up to full summer staffing and Pat and I are working on a plan to identify "mow areas" in the Park so that we put a schedule on the TV station.
5. The office staff has been quite busy working with the Board of Trustees on the Restated Deed of Restricts.
6. Staff has been working diligently on the 2014-2015 budget keeping the assessment as is while making improvements to the Park in a financially sound way and continuing to increase the financial strength of the Reserve account. The Budget will again be up for review and hopefully a vote this evening.
7. We are working on creating procedures and schedules over the summer for the custodial, updating safety procedures, and updating emergency management procedures.

PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATIONAL DISTRICT
ARCHITECTURAL CONTROL COMMITTEE
Rules and Regulations

Meetings scheduled twice monthly on 2nd and 4th Tuesday at 9:00AM
Applications must be received in the District Office on Thursday
Prior to the next scheduled ACC meeting.

1. Homeowner shall be responsible for submitting an application for improvements on outside of unit to the Architectural Committee (ACC). Applications are available at the District Office or at www.holidayparkfl.com.
 2. Improvements include:
 - a. Addition to existing mobile (Florida room, screened-in room, sheds)*
 - b. Adding electrical to existing Florida room, screened-in room, sheds*
 - c. Closing in screened room with windows*
 - d. All concrete work, driveway, walk ways, patios*
 - e. Roof replacement if replaced with same style roof(no city permit required)
 - f. Planting and removal of any tree or shrub (no city permit required)
 - g. Fencing of any type including fencing around garbage and recycle cans
 - h. Removal and replacement of existing unit*
- *City of Palm Bay permit required
3. No work can begin until the completed application goes through the following types:
 - a. ACC review and approval
 - b. If approved, the project must be reviewed by City of Palm Bay and permit issued. If no permit is required, ask city employee to date and sign your request.
 - c. Present city permit to District Office
 - d. District Office will return your approved application
 - e. Place approved application in front window of your unit
 4. Approved forms not picked up will be filed in the owners file for future reference.

NEW UNIT

Realizing that from time to time owners within the Community wishing to remove their old unit and replace with new, some existing rules must be flexible.

Companies that manufacture homes only build in certain dimensions. Also lots in Holiday Park are irregular in size and shape. No homes older than 10 years.

The Architectural Control Committee shall have the authority to deviate from the rules under the following conditions:

1. Deviations are not excessive
2. There must be a good reason for the deviation

3. All set-backs front lines, sidelines and rear lines must be adhered to.
4. The deviations must be approved by the majority of the quorum.
5. Deviations are not in conflict with the Deed of Restrictions

There shall be only single story homes permitted in the park and be a width of no less than 16 feet wide.

Owner and/or Contractor shall attend the committee meeting when an application for a new unit is presented to the committee.

The Homeowner or Contractor shall be responsible for locating all property lines and supply flagged markers a minimum of two (2) feet in height at each property marker.

A certified plotted survey will be required with the application when a unit is being replaced or placed on an empty lot.

All new units must have a utility room/shed at the end of the carport no less than 9x12 which includes electric and is attached to the roof.

Air Conditioning Compressors must be marked on the plans and placed at ground level either on side or back of the unit.

The unit shall not be placed upon any lot unless there is also affixed thereto a carport and a single driveway which shall be a minimum eleven feet (11') wide and minimum of thirty four feet (34') long, a double driveway a minimum of twenty feet (20') wide and eighteen (18)' long. Carport and driveway must be sufficient to accommodate two (2) vehicles.

No driveway/carports shall be allowed in front of the unit. Second driveway will be decided case-by case. Additional driveway should be in pavers. No cement on both sides of the mobile/driveway. Keep green in front of mobile.

Property Lines Home completely set up on piers, leveled with running gear and tongue removed. An eighteen (18") inch minimum clearance shall be established between the ground and the lowest point of any portion of the chassis I beams. Home and all permanent structures must be set back a minimum of ten (10) feet from property line on street side(s) and rear, side setbacks a minimum of six (6) feet.

Carports, Room Additions and Add-on-Structures outside the original footprint of the unit

1. Must be attached to original structure,
2. To be constructed to conform in appearance with original structure and of the same color as the unit.
3. Must have a full concrete pad and footers.
4. Be built to a set of plans approved by City Building Department.
5. Must be in compliance with ACC Rules and Regulations.
6. Obtain all City and Park permits required.

Sheds- Must be on cement blocks and have a skirting and tie-downs. May be placed adjacent to unit or a minimum of ten (10) feet from unit as long as shed conforms to all set-backs. Must apply to the ACC for approval before installation and comply with the city of Palm Bay restrictions/permits. All sheds not using vinyl skirting

must use a hardware cloth or wire mesh not to exceed ½ inch openings in size behind the block or brick to keep unwanted animals from under shed.

All Rubbermaid-type storage units must be backed up to your unit and tied down.

Skirting- Must be of stucco or vinyl and must be of a termite resistance material. The front of the home shall be closed solid, planters are optional. All older homes not using vinyl should use a hardware cloth or wire mesh not to exceed ½ inch openings in size behind the block or brick to keep unwanted animals from under home. All homes must have adequate ventilation, according to building code requirements. It is strongly suggested that all homes have a protection from weed eaters around the skirting.

Steps to enter the unit must not exceed eight (8) inches in height and no less than nine (9) inches in depth. Special exceptions may be made for handicapped persons and must conform to the Americans with Disability Act. Placement of all handicapped ramps must be approved by the Architectural Control Committee.

Gutters and Down Spouts that are installed on a unit should have elbow joints that are at least four (4") from the ground.

Sufficient Tie Downs must be attached to each unit and conforming with state and local codes.

No Garage allowed on any lot.

UNIT REMOVAL: Any owner removing a mobile shall have sixty (60) days to replace the unit, otherwise the lot must be returned to ground level. No structure shall remain above ground level, including but not limited to porches, foundations, carports, driveways, sheds and all concrete pads and any other man-made structure. Lot shall be completely covered with sod. Any delays may be brought to the ACC for consideration of an extension and approval on a case-by-case basis

Colors: Units, add-on and sheds being painted or re-sided must conform to the esthetic value of the community. Deep colors samples such as purple, blues, reds, black and browns must be approved by the Architectural Control Committee.

House Numbers: Four inches (4") inches to six inches (6") in height must be attached to both sides of the mailbox and on the unit.

Plantings – New trees outside an established flowerbed must be preapproved by the A.C.C. All new plantings bordering mobile shall have a minimum 5 feet clearance from nearest obstacle, i.e. shrub, tree, fire hydrant, utility post, etc and does not go over property line or into set-back.

**** PLANTING WILL NOT BE APPROVED IF LOCATED IN EASEMENTS, OR RIGHT-OF-WAY.**

All areas that are left inaccessible to lawn mowers (under 5 feet grass area radius between obstacles) will be owner's responsibility. Homeowners are responsible for keeping their yard clean and clear of stones and debris.

Plantings should be bordered around the base out to the drop area and maintained as no weeding or weed eating will be done behind or between plantings or against trees less than 24 inches in diameter or free standing fruit trees. All plantings must be maintained in a weed-free state and trees must be kept trimmed. If this is not done the District will give you 15 day notice to do this work or give you the alternative of paying a fee for the service.

The committee shall compare your request with plant species that are commonly known as invasive. Two well-known invasive plantings that not allowed are all types of bamboo and peppertree. The District shall maintain a list of plants considered invasive by USDA.

Borders – All mulched or stone beds must be bordered with appropriate materials that creates a barrier between bed and grass area (acceptable borders are concrete stones abutted so not to allow growth between the stones, landscape timber, rolled plastic landscape trim 3" above ground level). **A border should be around plantings so there is a barrier for the weed eater to work against.**

Tree Removal –Approval must be received from A.C.C. prior to removing any tree on your property. The stump of any tree must also be removed to below ground level. If tree is on property line must obtain written approval from all parties concerned.

All work is to be started within ninety (90) days of issuance and completed within sixty (60) days from starting date, weather permitting. Permit should be returned to the District Office upon completion of project.

**THE ARCHITECTURAL CONTROL COMMITTEE SHALL HAVE THE
AUTHORITY TO PLACE A STOP ORDER ON ANY PROJECT IN
VIOLATION OF THESE GUIDELINES AND DEED RESTRICTIONS.**

If you are in disagreement with your ACC rulings, you may take your grievance to the Board of Trustees.

Updated May 13, 2014

Approved ACC Chairperson _____ Date _____

Board of Trustee Chairperson _____ Date _____

**Port Malabar Holiday Park Mobile Home Park Recreation District
2014-2015 Proposed Budget**

Fund	2013-2014 October Budget	2014-2015 Proposed Budget
0 General Fund		
NUMBER OF HOMES ASSESSED	704	704
YEARLY ASSESSMENT FEE	\$ 2,097	\$ 2,097
MONTHLY ASSESSMENT FEE	\$ 175	\$ 175
325 Special Assessments		
0325200 • Gross Assessments	1,476,288	1,476,288
0325290 • Assessment Adjustments	-51,788	-51,788
0325295 • Transferred to Debt Service Fund	-262,200	-262,200
Total 325 Special Assessments	1,162,300	1,162,300
334-389 Other Revenue Sources		
0341900 • Service Charges	5,000	5,000
0361100 • Interest Income	2,500	2,500
0369900 • Other Income	2,000	2,000
0369902 • Laundry Income	1,000	1,000
0369903 • Property Maintenance Income	500	0
0389400 • Proprietary- Grants & Donations	0	0
Total 334-389 Other Revenue Sources	11,000	10,500
	1,173,300	1,172,800
8381100 • Appropriated PY Reserves	0	0
Total Available Income (General Fund)	1,173,300	1,172,800
511 Gen Govt Svcs- Legislative		
0511451 • Board Bond Ins	700	700
0511491 • Election Fees	1,600	1,600
0511522 • Uniforms- Board	200	200
Total 511 Gen Govt Svcs- Legislative	2,500	2,500
512-513 Gen Govt Svcs- Exec, Fin & Admin		
0512130 • Payroll - Executive	45,000	47,250
0512210 • Payroll Taxes - Executive	4,050	4,200
0512230 • Health Insurance - Executive	8,320	11,050
0512240 • Workers Comp Ins- Executive	775	2,800
0512400 • Travel Reimb - Executive	200	200
0512551 • Education & Training	1,000	1,000
0513130 • Payroll - Admin	33,000	44,100
0513210 • Payroll Taxes - Admin	3,915	3,920
0513230 • Health Insurance - Admin	11,506	13,200

**Port Malabar Holiday Park Mobile Home Park Recreation District
2014-2015 Proposed Budget**

Fund		2013-2014 October Budget	2014-2015 Proposed Budget
	0513240 · Workers Comp Ins - Admin	800	2,170
	0513321 · Professional Fees - Auditing	10,500	13,500
	0513322 · Contract Accounting Services	10,200	10,200
	0513340 · Payroll-related Services	1,700	2,150
	0513341 · Temporary Office Services	11,000	500
	0513400 · Travel Reimb- Admin	200	200
	0513421 · Postage	1,400	2,000
	0513441 · Equipment Lease- Office	1,700	2,000
	0513462 · R&M Office Equipment	1,000	1,000
	0513495 · Advertising Legal	2,800	1,800
	0513496 · Bank Charges	300	300
	0513497 · Advertising - Office	0	0
	0513499 · Non Capitalized Equip- Office	1,500	1,500
	0513510 · Office Expense	5,000	5,000
	Total 513 Gen Govt Svcs- Fin & Admin	155,866	170,040
	514 Gen Govt Svcs- Legal Counsel		
	0514311 · Professional Fees - Legal	8,000	8,000
	0514312 · Legal - Deed Rest. Enf.	3,000	3,000
	Total 514 Gen Govt Svcs- Legal Counsel	11,000	11,000
	519 Gen Govt Svcs- Other Gen Govt Services		
	0519411 · Telephone & Communications	6,500	6,500
	0519431 · Utilities - Electric	62,000	62,000
	0519432 · Utilities - Gas	2,000	2,000
	0519433 · Utilities - Water & Sewer	9,000	9,000
	0519434 · Storm Water Management	3,100	3,100
	0519442 · Equipment Lease- General	2,800	1,150
	0519451 · Insurance - Liability	9,000	9,800
	0519452 · Insurance - Property	14,000	14,700
	0519462 · Property Maintenance Expense	1,500	4,500
	0519491 · Cable - TV	162,000	170,100
	0519497 · Other Expense	100	100
	0519499 · Non-Cap Equipment- Gen Govt	0	0
	0519521 · Supplies Decals & Badges	800	800
	0519541 · Taxes, Fees & Licenses	30,000	30,000
	Total 519 Gen Govt Svcs- Other Gen Govt Services	302,800	313,750
	529 Public Safety- Other Public Safety		
	0529130 · Payroll - Gate	90,000	90,000
	0529210 · Payroll Taxes - Gate	8,100	8,100
	0529230 · Health Insurance - Gate	0	0

**Port Malabar Holiday Park Mobile Home Park Recreation District
2014-2015 Proposed Budget**

Fund		2013-2014 October Budget	2014-2015 Proposed Budget
	0529240 · Workers Comp Ins- Gate	4,600	5,000
	0529460 · R&M Gate	1,700	1,700
	0529490 · Flags	300	300
	0529499 · Non Capitalize Equip- Gate	300	300
	0529520 · Supplies - Gate	1,000	1,000
	0529521 · Uniforms- Gate	200	200
	Total 529 Public Safety- Other Public Safety	106,200	106,600
	539 Physical Env- Other Phys Env		
	0539130 · Payroll - Custodians	87,200	71,000
	0539210 · Payroll Taxes - Custodial	7,848	6,600
	0539230 · Health Ins- Custodial	22,620	11,650
	0539240 · Workers Comp Ins-Custodial	4,375	4,375
	0539400 · Travel Reimbursement Custodial	100	100
	0539461 · R&M Buildings	4,000	4,000
	0539462 · R&M Lighting- Rec Center	400	400
	0539463 · R&M Equipment	3,000	3,000
	0539499 · Non Capitalized Equip-Custodial	500	500
	0539520 · Custodial Supplies	4,000	4,000
	0539521 · Uniforms- Custodial	200	200
	Total 539 Physical Env- Other Phys Env	134,243	105,825
	541 Transportation- Road & Street		
	0541461 · R&M Streets	1,000	1,000
	0541463 · R&M Signage	900	900
	0541464 · R&M Drainage	2,600	2,600
	Total 541 Transportation- Road & Street Facilities	4,500	4,500
	572 Culture/Rec- Parks & Recreation		
	0572130 · Payroll - Grounds Crew	164,280	164,280
	0572210 · Payroll Taxes - Grounds	14,785	14,785
	0572230 · Health Insurance-Grounds	26,271	29,000
	0572240 · Workers Comp Ins-Grounds	8,200	8,200
	0572341 · Contract Svcs - Lawn Crew	65,000	65,000
	0572342 · Landscape Management	10,000	8,000
	0572431 · Landscape Trash Removal	2,200	2,200
	0572461 · R&M Grounds Equipment	4,500	4,500
	0572462 · R&M Pools & Rec Facilities	12,800	12,800
	0572463 · R&M Irrigation System	5,000	2,500
	0572464 · Sound Wall Maintenance	1,000	1,000
	0572468 · Vehicle Repair	500	2,000
	0572499 · Non Capitalized Equip-Grounds	2,500	2,500
	0572521 · Supplies - Grounds	4,500	4,500

**Port Malabar Holiday Park Mobile Home Park Recreation District
2014-2015 Proposed Budget**

Fund		2013-2014 October Budget	2014-2015 Proposed Budget
	0572522 · Fuel	15,000	15,000
	0572523 · Fertilizer	300	300
	0572524 · Supplies Recreational	300	1,800
	0572525 · Uniforms- Grounds	350	450
	0572526 · Landscape Supplies	3,000	3,000
	0572551 · Education/Training- Parks & Rec	300	300
	Total 572 Culture/Rec- Parks & Recreation	340,786	342,115
	0519621 · Cap Outlay-Buildings & Imp	16,000	28,000
	0519631 · Cap Outlay-Infrastructure	15,000	15,000
	0519641 · Cap Outlay-Grounds Equipment	5,000	10,000
	0519642 · Cap Outlay-Furn, Fixt & Eq	1,000	1,000
	0519643 · Cap Outlay- Computer Software	0	0
	0519600 · Cap Outlay- Other	0	1,000
	Total 801 Capital Outlay	37,000	55,000
	8000099 · Contingency Expense	13,405	41,470
	8581100 · Budgeted Return to Reserves	65,000	20,000
	Total Expenses + Contingency (General Fund)	1,173,300	1,172,800
	2 Debt Service Fund		
	325 Special Assessments		
	2325200 · From Gross Assessments- DebtSvc	262,200	262,200
	Total 325 Special Assessments	262,200	262,200
	Total Available Income (General Fund)	262,200	262,200
	517 Gen Govt Svcs- Debt Service Payments		
	2517710 · Principal Expense	212,100	212,100
	2517720 · Interest Expense	50,100	50,100
	Total 517 Gen Govt Svcs- Debt Service Payments	262,200	262,200
	Total Expenses (Debt Svc Fund)	262,200	262,200
	Total Income- All Funds	1,435,500	1,435,000
	Total Expenses- All Funds	1,435,500	1,435,000



PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

RESOLUTION 2014-05

A RESOLUTION OF PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT ADOPTING THE 2014 - 2015 NON AD VALOREM SPECIAL ASSESSMENT FEE AND THE ANNUAL BUDGET FOR THE 2014-2015 FISCAL YEAR STARTING OCTOBER 1, 2014.

WHEREAS, Florida Statue 418.304(4)(a) provides the District's fiscal year shall commence on October 1 and end on September 30, and requires that on or before July 1 of each year the Board of Trustees shall adopt by Resolution an itemized budget and the amount of the Special Assessment Fee to meet the operational funding needs of the District for the next ensuing fiscal year, and

WHEREAS, Florida Statue 418.304(4)(b) requires that on or before July 30 of each year the Board of Trustee shall by Resolution shall fix the amount of the Special Assessment for the next ensuing year, and

WHEREAS, a notice of Public Hearings to consider the proposed Special Assessment Fee and Budget for the next fiscal year at which time qualified electors in the District could appear and be heard was advertised for 7:00 PM, May 12, 2014, to be held at 215 Holiday Park Boulevard NE, Palm Bay, Florida, which meeting notices are published on the Districts Official website and circular before the budget hearing as required by Florida Statue 418.418(4).

NOW THEREFORE BE IT HEREBY RESOVED, by the Board of Trustees of the Port Malabar Holiday Park Mobile Home Park Recreation District that after the Public Hearing and due consideration of the Revenue projections and Expenditure projections for the fiscal year beginning October 1, 2014, that:

- A) the 2014-2015 Fiscal Year Budget, with revenues and expenditures balanced at \$1,435,000 is adopted,
- B) the 2014-2015 Non-Ad Valorem Special Assessment Fee of Two Thousand and Ninety Seven Dollars and no Cents (\$2,097) per unit lot in the District is approved,
- C) the Brevard County Tax Collector is authorized to collect the Non-Ad Valorem Special Assessment Fee for the benefit of the District.

IN WITNESS THEREOF, the undersigned Trustees have set hand and seal to certify that advertised public hearings were held as scheduled, the 2014-2015 Special Assessment Fee of \$2,097 was approved, the 2014-2015 fiscal year Budget of \$1,435,000 was approved, and that this Resolution 2014-05 was adopted by the District's Board of Trustees during the May 29, 2014 meeting of the Board.

Joanne Gaughan, Trustee
Board Chairman

Date

Marion Stone, Trustee
Board Secretary

Date

Attest:

District Manager