



PORT MALABAR HOLIDAY PARK  
MOBILE HOME PARK RECREATION DISTRICT

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

---

## BOARD OF TRUSTEES

### REGULAR MEETING AGENDA

April 13, 2015 - 7:00 PM

Philias "Phil" Matton  
Chairperson

Allison Kelly  
1<sup>st</sup> Vice-Chairman

Joanne Gaughan  
2<sup>nd</sup> Vice-Chairman

Rebecca "Becky" Earnest  
Secretary

Marion "Molly" Stone  
Assistant Secretary

Vacant  
Treasurer

Marilyn Spall  
Assistant Treasurer

Harald Albinus  
Trustee

Rodney "Rod" Lindsay  
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. **Consideration of Approving the Board Meeting Minutes of February 9, 2015**
  - Attachment: February 9, 2015 meeting minutes
  - Motion to approve minutes
  - Trustee comment
  - Call for vote
7. **Treasure's Report – Presentation of the financial reports for the month of February 2015**
  - Attachment: February 28, 2015 – Revenues & Expense Report: Budget Performance, Balance Sheet, Loan Balances
  - Motion to accept report for audit
  - Trustee comment
  - Call for vote
8. **Proposed Resolution 2015-03**
  - Consideration of certifying the voting results from the March 26, 2015 election
  - Attachment: Resolution 2015-03, Independent observers' certification
  - Motion to approve Resolution 2015-03 certifying the results of the March 26, 2015 election and directing that a copy of the amendments be recorded in the Public Records of Brevard County and a copy of the new restated Deed Restrictions be distributed to all lot owners in the District
  - Trustee comments
  - Public comments
  - Call for vote
9. **Proposed Resolution 2015-02**
  - Consideration of adopting procedures for the implementation of fines schedule for violations of the amended consolidated and restated declaration of restrictions, conditions, covenants, and reservation affecting property located in Holiday Park
  - Attachment: Resolution 2015-02
  - Motion to approve Resolution 2015-02 adopting procedures for the implementation of fines and schedule of fines for violations
  - Trustee Comments
  - Public comments
  - Call for vote



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

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

---

**10. Appointments to Architectural Control Committee**

Consideration of filling alternate vacancy

Attachment: District Manager's March 24, 2012 Memo Number 12-15  
Motion to appoint (resident) as Alternate to the A.C.C.  
Trustee comment  
Call for vote

**11. Recreation Hall Door replacement and vent removal**

Consideration of approving plans to replace recreation hall doors and remove vents

Review drawings (pending)  
Trustee comment  
Public comment  
Call for vote

**12. District Managers Contract Renewal**

Consideration of approving the contract renewal for the District Manager (contract ends June 2015)

Trustee comment  
Public comment  
Call for vote

**13. Budget 2015-2016**

Review of the 2015-'16 tentative budget and proposed "5-year" project plan

Trustee Comments  
Public Comments

**14. Residents Requests for employee information**

Discuss information requested by residents with regard to employees

Trustee Comments  
Public Comments

**15. Public Comment**

**16. Trustees remarks**

**17. Adjournment**



PORT MALABAR HOLIDAY PARK  
MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Boulevard NE  
Palm Bay, Florida 32907-2196  
321-724-2240 fax 321-724-8166  
[holidaypark@holidayparkfl.com](mailto:holidaypark@holidayparkfl.com)

---

**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
February 9, 2015 - 7:00 PM**

**1. Call to order**

By: Philias "Phil" Matton, Chairman at 7:02 PM

**2. Invocation**

By: Rebecca "Becky Earnest", Secretary

**3. Pledge of Allegiance**

By: Phil Matton - Chairman

**4. Roll Call**

By: Rebecca "Becky" Earnest, Secretary; Philias "Phil" Matton, Chairman; Allison Kelly, 1<sup>st</sup> Vice Chairman; Joanne Gaughan, 2<sup>nd</sup> Vice Chairman; Marilyn Spall, Assistant Treasurer; Rebecca "Becky" Earnest, Secretary; Marion "Molly" Stone, Assistant Secretary; Rodney "Rod" Lindsay, Trustee; Harald Albinus, Trustee. All acknowledged their presence. Thomas Mahon, Treasurer was absent. Cheryl Ennis, District Manager was present with Sharon Johnson recording.

**5. Announcements by Chairman**

The Blue shirts for the Trustees are ready to be picked up, so he would like to have all Trustees wear them at the next meeting. Phil stated that Tom Mahon would not be here tonight as he is going through some medical issues. He did receive an email from Tom stating that it would probably be best if he were to resign as he didn't want to put any burden on the Trustees. Phil sent him an email back, asking him to take an extended medical leave of absence and that Marilyn would fill in for him until he gets back. He said that that would be fine.

Phil Matton stated that if you go into the office the girls are very busy. A suggestion would be, we could make Jessica a full time worker and she could be a Special Projects Coordinator. He had asked Jessica if she would work full time and she said that she would. I will be speaking with Cheryl regarding this.

**6. Consideration of Approving the Board Meeting Minutes of January 12, 2015**

The minutes from the January 12, 2015, Regular Meeting, were posted on the District web site and bulletin board for review as well as distributed to the Board prior to the meeting.

Becky Earnest made a motion to approve the Regular Meeting Minutes of January 12, 2015 with corrections. Joanne Gaughan seconded the motion. With no other questions by the Board or residents, a vote was called. Motion carried

**7. Treasure's Report – Presentation of the financial reports for the month of December 2014**

The Treasurer's Report was posted on the bulletin board, district website and distributed to the board prior to the meeting. Residents were also given copies of the Profit and Loss Budget Performance Report and Income Expense Report along with their agendas for the evening. Marilyn Spall reviewed both the December 2014 Profit and Loss Budget Performance and

Income Expense Report saying that for the month of December, we are probably about where we need to be for the year.

John LaLima 1055 Sunflower Lane is little confused regarding the report heading at the top of the page. We need to change the heading.

As Marilyn explained this report has been like this for a very long time, and the auditor has checked it but she thinks that the title line is confusing.

Kendra Bender 192 Holiday Park Blvd asked if December 14<sup>th</sup> is when our physical year ends. She then stated that Financial Reports usually show til the year ended. Marilyn Spall explained that our physical year is from October 1<sup>st</sup> thru September 30<sup>th</sup>.

Molly Stone made a motion to “to accept the Treasurer’s report for audit”. Becky Earnest seconded the motion. With no other questions from the Board or residents, a vote was called. Motion carried. The report will be filed for audit.

**8. Set Date for Vote**

**Consideration of approving a date and time for a vote of the lot owners in Port Malabar Holiday Park to amend, consolidate and restate the “Deed Restrictions” of Port Malabar Holiday Park.**

Phil Matton asked Cheryl if she had any suggestions regarding dates. As Cheryl explained it will take a couple of weeks to get everything together for mailing.

After much discussion by the Board as to when the ballots should be mailed out and returned by a specific date, it was decided that all ballots will be mailed out on or before the 27<sup>th</sup> of February.

Allison Kelly made a motion to accept all ballots received in by the 26<sup>th</sup> of March. Open voting will be in Rec Hall on the 26<sup>th</sup> of March from 8:00am til 5:00pm. Tally of the ballots will be done on March 27<sup>th</sup>, 2015, and the results will then be posted. Becky Earnest seconded the motion. A vote was called, motion carried.

**9. Restriction Deed - Proposed amendments**

Consideration of approving Resolution 2015-01 calling an election for proposed deed restrictions amendments, consolidations, and restatements:

Becky Earnest feels that the way the ballot is put together, she does not feel that the people will be willing to flip back and forth from the questions to the section on voting. The vote should be underneath each question or article itself as there is a lot to read.

Marilyn agreed with that, stating that as it is now it is very awkward.

Mr. Matton asked Cheryl if the ballot was going to be posted. As Cheryl explained they are already on the bulletin board as well as on the website. She then went on say that if they are not happy with the way it is she needs to know exactly how they would like to have it so that she can get the final format to the attorney to get it approved, to make sure what we are doing is right.

Becky Earnest stated that each article and sections where there is a vote the question yes or no should be right underneath. That way what they are reading is what they are voting on. There are 22 questions on the ballot. Example: Exhibit A, Article 1 down to question 2, before question 2 the vote for number 1 should be right underneath, so that what they read is what they are voting on.

Molly Stone asked Cheryl if it would be difficult to change the looks of the ballot Cheryl Ennis explained that this format is the same we have used in the past but if they would like it changed, she is more than willing to do it, but would like to run it by the attorney.

Harald Albinus would like to have the format changed on the ballot to have the questions follow each section and have the yes or no vote underneath the explanation.

Marilyn Spall made a motion to approve Resolution 2015-01 with corrections. Allison Kelly seconded the motion. A vote was called, motion carried with one opposed.

John LaLima 1055 Sunflower asked when the new ballot format will be on the website. Also, asked if a notification can be put on channel 732.

**10. Review of Resolution 2015\_\_ for implementation of fines and schedule of fines for Violations.**

Harald Albinus stated that the Resolution has been passed as to the amount of the fines of \$250.00. As Cheryl explained that the Resolution has not been passed as it has not been approved. The residents have to vote on it first before it gets passed.

After much debate and discussion it was tabled until a future meeting after the voting has been done.

**11. Consideration of approving the contract with DocumentMall for 1 year \$1,050.00 (same as previous year**

Allison Kelly made a motion to approve the contract with DocumentMall for 1 year in the amount of \$1,050.00. Harald Albinus seconded the motion. A vote was called, motion carried.

**12. Storage Shed**

**Consideration of approving the purchase of storage shed for HPPOA game equipment in the amount of \$2375.00 (to be installed at the shuffleboard area) HPPOA donating \$2375.00 to the District**

Allison Kelly made a motion to accept from HPPOA the generous gift of a storage shed in the amount of \$2375.00. Becky Earnest seconded the motion.

Marilyn Spall asked if we have an idea as to where by the shuffleboard area are we going to put the shed.

Patti Peck 1014 Willow CT. explained that the HPPOA approved up to \$3000.00 for a 10 x 12 shed, in the back, outside the fence by the Horseshoe pit area. This will include the shed, ramp, foundation, and permits.

Phil Matton stated we have a motion and a second. A vote was called, motion carried.

**13. Discuss wage guidelines for custodial, grounds, and guard employees. Review vacation & sick day policy**

Allison Kelly would like to table this discussion as she is still meeting with Cheryl and they are still putting together and redoing all the job descriptions, manuals and employee files. Until these items are set she does not feel that they should go near the vacation and sick day policy. She would just like to table it for now, and revisit later. We should be able to have this done by the end of February.

Joanne Gaughan asked for clarification on what does job descriptions actually have to do with the Board setting guidelines for the District Manager when hiring people.

Allison responded to Joanne by stating that she is trying to go back and look at all job descriptions. There are policies and regulations in there that will be taken out and then she will put together an employee manual so that all employees files will have the same things.

Joanne stated again that she still does not understand what a job description has to do with wages.

As Allison stated she is just trying to do what was asked of her and until we know what their job descriptions are and all the employee files are set, then we can move on to vacation and sick policies.

Joanne Gaughan asked if once the files are completed, then can we review this? As Allison stated once our employees files are set and everything together then we can move on to vacation and sick time policies and get everything coordinated. She stated that maybe we can table to the workshop meeting in March.

Cheryl Ennis stated that it would impossible to rewrite this and have everything else done by the end of March. The Deed Restrictions are in the process of being written, Ballots are being printed then they will have to be put together and a mass mailing done. An election will have to be held and then the votes counted.

Marilyn Spall asked what Joanne Gaughan's biggest concern was it the pay range or the holiday, vacation and sick time.

Joanne then said that Cheryl explained to her that there has never been a guideline established in hiring employees. She personally feels that the starting wage is too low. Also, Joanne thinks that the way the vacation and sick time is calculated is too complicated.

Becky Earnest made a motion to table this until we can do this properly. Molly Stone seconded the motion. A vote was called, motion carried with one opposed.

**14. Consideration of approving the Architectural Control Committee's Application to Remove Home**

Becky Earnest made a motion to approve the Application to Remove Home with corrections Allison Kelly seconded the motion. A vote was called, motion carried.

**15. Discuss the Process for A.C.C. Appeals to the Board of Trustees**

Phil Matton stated that there was an Appeal made with an ACC application and feels that it should have been handled differently. There was some lack of information that was not given to the ACC Board. Mr. Matton asked if any ACC member would like to come forward and speak on this.

Donna Matton, Chairman, asked if it is possible to have an appeal with the ACC in a private session or does it have to be open to the public. As Becky explained everything has to be done in an open meeting.

John LaLima 1055 Sunflower Lane stated as far as the appeal was handled, the Board should have only ruled on what the ACC rejected. The ACC Board was never given the new modifications. It states on the application that all modifications should be resubmitted to the ACC. The Board strictly should have only ruled on the concrete going to the home, and not accepted any modifications and never should override the ACC.

Donna Matton stated that the ACC Board never once was given the paperwork, we talked about one thing and the board came back with something different. We never stated that unless the concrete was removed we would not approve carport and concrete.

David Peck 1014 Willow CT. stated that neither the Trustee Board nor the ACC Board are allowed to speak among themselves. He feels that everyone has to coordinate a little better before going before the Board. Next time we should have a special open meeting to address an appeal.

Becky Earnest feels that it should have gone back to the ACC before being brought to the Trustee Board. It was a learning experience for all, we all made mistakes. In the future it should go back to the ACC.

Harald Albinus does not understand why this is being brought up again, as it was already passed.

Joanne Gaughan made a motion that all future appeals from ACC to the Board be held at a Special Meeting and all information be given to both boards. Marilyn Spall seconded the motion, a vote was called, motion carried.

**16. Public Comment**

John LaLima 1055 Sunflower Lane asked why he has not received a response to a complaint made about the mold on the benches at the back pond.

Diane Rittscher 391 Holiday Park Blvd stated that they had a renter move out because of a resident that is out of control. Can we write letters and issue fines every time she creates problems?

Cheryl has been in contact with the police and family members, this resident is now in a facility and we all hope that she gets the help that she needs. The office has been sending letters and we receive many telephone calls from her every time a letter is sent.

Diane Rittscher stated that something has to be done about this. There are numerous people who are scared and afraid of her.

Jean Beach 1090 Moonlight Ct would like to address the suggestion that was made in Nov or Dec for a committee on a 5 year plan for expenses and improvements, would like to see it back on the agenda.

Jean Beach would like to thank the entire board on the job they did on the Deed Restrictions as it is a huge job.

Keith Rittscher would like to have a fine implemented in a resolution.

**17. Trustees remarks**

Harald Albinus – none

Joanne Gaughan – none

Becky Earnest – remind everyone about the Fundraiser at Texas Roadhouse.

Rod Lindsay – Thanked everyone

Allison Kelly – none

Marilyn Spall – Thanked everyone for coming

Molly Stone – Photo Albums will be coming in shortly

Phil Matton reminded everyone at the next meeting on the 23<sup>rd</sup> the head of all departments (grounds, gate, and custodial) will be here to answer questions

**18. Adjournment**

A motion to adjourn was made by Becky Earnest and seconded by Allison Kelly. A vote was called, motion carried. The meeting was adjourned at 8:45pm.

# Port Malabar Holiday Park Profit & Loss Budget Performance February 2015

Ordinary Income/Expense	Feb 15	Oct '14 - Feb 15	Annual Budget	\$ Budget Left	% Budget Used
<b>Income</b>					
325 - Special Assessments					
0325200 - Gross Assessments	66,059.79	1,175,822.69	1,476,288.00	300,465.31	79.65%
0325290 - Assessment Adjustments	-1,420.85	-45,395.11	-51,788.00	-6,392.89	87.66%
0325295 - Transferred to Debt Service Fund	-21,849.25	-109,246.25	-262,200.00	-152,953.75	41.67%
Total 325 - Special Assessments	42,789.69	1,021,181.33	1,162,300.00	141,118.67	87.86%
334-389 - Other Revenue Sources					
0341900 - Service Charges	945.25	3,811.80	5,000.00	1,188.20	76.24%
0361100 - Interest Income	266.13	1,121.31	2,500.00	1,378.69	44.85%
0369900 - Other Income	0.00	7,063.34	2,000.00	-5,063.34	353.17%
0369902 - Laundry Income	218.75	855.00	1,000.00	145.00	85.5%
0369903 - Property Maintenance Income	0.00	5,743.98	0.00	-5,743.98	100.0%
0389400 - Proprietary- Grants & Donations	0.00	0.00	0.00	0.00	0.0%
0389800 - Proprietary- Private contr	0.00	1,257.97		-1,257.97	
Total 334-389 - Other Revenue Sources	1,430.13	19,853.40	10,500.00	-9,353.40	189.08%
Total Income	44,219.82	1,041,034.73	1,172,800.00	131,765.27	88.77%
Gross Profit	44,219.82	1,041,034.73	1,172,800.00	131,765.27	88.77%
<b>Expense</b>					
511 - Gen Govt- Legislative					
0511451 - Board Bond Ins	33.33	167.97	700.00	532.03	24.0%
0511491 - Election Fees	0.00	40.00	1,600.00	1,560.00	2.5%
0511522 - Uniforms- Board	0.00	10.00	200.00	190.00	5.0%
Total 511 - Gen Govt- Legislative	33.33	217.97	2,500.00	2,282.03	8.72%
512-513 - Gen Govt- Exec, Fin & Admin					
0512130 - Payroll - Executive	3,634.62	19,600.98	47,250.00	27,649.02	41.48%
0512210 - Payroll Taxes - Executive	321.84	1,766.76	4,200.00	2,433.24	42.07%
0512230 - Health Insurance - Executive	900.81	4,504.05	11,050.00	6,545.95	40.76%
0512240 - Workers Comp Ins- Executive	182.29	911.43	2,800.00	1,888.57	32.55%
0512400 - Travel Reimb - Executive	0.00	0.00	200.00	200.00	0.0%
0512551 - Education/Training- Exec	27.00	255.00	1,000.00	745.00	25.5%
0513130 - Payroll - Admin	3,482.46	17,918.01	44,100.00	26,181.99	40.63%

# Port Malabar Holiday Park Profit & Loss Budget Performance February 2015

	Feb 15	Oct '14 - Feb 15	Annual Budget	\$ Budget Left	% Budget Used
0513210 · Payroll Taxes - Admin	308.44	1,614.86	3,920.00	2,305.14	41.2%
0513230 · Health Insurance - Admin	1,079.95	5,399.75	13,200.00	7,800.25	40.91%
0513240 · Workers Comp Ins - Admin	160.61	803.03	2,170.00	1,366.97	37.01%
0513321 · Professional Fees - Auditing	0.00	11,000.00	13,500.00	2,500.00	81.48%
0513322 · Contract Accounting Services	825.00	4,160.60	10,200.00	6,039.40	40.79%
0513340 · Payroll-related Services	288.00	1,287.90	2,150.00	862.10	59.9%
0513341 · Temporary Office Services	0.00	0.00	500.00	500.00	0.0%
0513400 · Travel Reimb- Admin	0.00	0.00	200.00	200.00	0.0%
0513421 · Postage	0.21	123.26	2,000.00	1,876.74	6.16%
0513441 · Equipment Lease- Office	135.46	677.30	2,000.00	1,322.70	33.87%
0513462 · R&M Office Equipment	0.00	164.30	1,000.00	835.70	16.43%
0513471 · Deed Restriction Revision Exp	1,543.11	1,543.11		-1,543.11	
0513495 · Advertising Legal	0.00	0.00	1,800.00	1,800.00	0.0%
0513496 · Bank Charges	0.00	60.00	300.00	240.00	20.0%
0513497 · Advertising - Office	0.00	0.00	0.00	0.00	0.0%
0513499 · Non Capitalized Equip- Office	0.00	1,489.96	1,500.00	10.04	99.33%
0513510 · Office Expense	674.49	2,393.99	5,000.00	2,606.01	47.88%
Total 512-513 · Gen Govt- Exec, Fin & Admin	13,564.29	75,674.29	170,040.00	94,365.71	44.5%
514 · Gen Govt- Legal Counsel					
0514311 · Professional Fees - Legal	0.00	783.00	8,000.00	7,217.00	9.79%
0514312 · Legal - Deed Rest. Enf.	0.00	1,785.00	3,000.00	1,215.00	59.5%
Total 514 · Gen Govt- Legal Counsel	0.00	2,568.00	11,000.00	8,432.00	23.35%
519 · Gen Govt- Other Gen Govt					
0519411 · Telephone & Communications	516.95	2,737.49	6,500.00	3,762.51	42.12%
0519431 · Utilities - Electric	5,163.43	24,903.27	62,000.00	37,096.73	40.17%
0519432 · Utilities - Gas	0.00	453.61	2,000.00	1,546.39	22.68%
0519433 · Utilities - Water & Sewer	211.39	1,314.79	9,000.00	7,685.21	14.61%
0519434 · Storm Water Management	155.33	1,491.05	3,100.00	1,608.95	48.1%
0519442 · Equipment Lease- General	95.00	475.00	1,150.00	675.00	41.3%
0519451 · Insurance - Liability	864.08	4,320.39	9,800.00	5,479.61	44.09%
0519452 · Insurance - Property	1,284.00	6,420.00	14,700.00	8,280.00	43.67%
0519462 · Property Maintenance Expense	0.00	5,743.98	4,500.00	-1,243.98	127.64%

# Port Malabar Holiday Park Profit & Loss Budget Performance February 2015

	Feb 15	Oct '14 - Feb 15	Annual Budget	\$ Budget Left	% Budget Used
0519491 · Cable - TV	14,151.39	68,774.49	170,100.00	101,325.51	40.43%
0519497 · Other Expense	0.00	0.00	100.00	100.00	0.0%
0519499 · Non-Cap Equipment- Gen Govt	0.00	489.24	0.00	-489.24	100.0%
0519521 · Supplies Decals & Badges	0.00	0.00	800.00	800.00	0.0%
0519541 · Taxes, Fees & Licenses	370.00	30,030.13	30,000.00	-30.13	100.1%
Total 519 · Gen Govt- Other Gen Govt	22,811.57	147,153.44	313,750.00	166,596.56	46.9%
529 · Public Safety- Other Public Saf					
0529130 · Payroll - Gate	6,957.58	38,023.05	90,000.00	51,976.95	42.25%
0529210 · Payroll Taxes - Gate	616.39	3,430.98	8,100.00	4,669.02	42.36%
0529230 · Health Insurance - Gate	0.00	0.00	0.00	0.00	0.0%
0529240 · Workers Comp Ins- Gate	343.52	1,717.58	5,000.00	3,282.42	34.35%
0529460 · R&M Gate	0.00	0.00	1,700.00	1,700.00	0.0%
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	0.00	147.50	1,000.00	852.50	14.75%
0529521 · Uniforms- Gate	0.00	0.00	200.00	200.00	0.0%
Total 529 · Public Safety- Other Public Saf	7,917.49	43,319.11	106,600.00	63,280.89	40.64%
539 · Physical Env- Other Phys Env					
0539130 · Payroll - Custodians	4,870.86	26,665.52	71,000.00	44,334.48	37.56%
0539210 · Payroll Taxes - Custodial	431.24	2,403.65	6,600.00	4,196.35	36.42%
0539230 · Health Ins- Custodial	951.26	4,756.30	11,650.00	6,893.70	40.83%
0539240 · Workers Comp Ins-Custodial	262.02	1,310.07	4,375.00	3,064.93	29.94%
0539400 · Travel Reimbursement Custodial	0.00	0.00	100.00	100.00	0.0%
0539461 · R&M Buildings	5,590.11	6,577.94	4,000.00	-2,577.94	164.45%
0539462 · R&M Lighting- Rec Center	0.00	644.70	400.00	-244.70	181.18%
0539463 · R&M Equipment	0.00	1,136.02	3,000.00	1,863.98	37.87%
0539499 · Non Capitalized Equip-Custodial	0.00	310.09	500.00	189.91	62.02%
0539520 · Custodial Supplies	324.29	1,836.39	4,000.00	2,163.61	45.91%
0539521 · Uniforms- Custodial	0.00	137.45	200.00	62.55	68.73%
Total 539 · Physical Env- Other Phys Env	12,429.78	45,778.13	105,825.00	60,046.87	43.26%
541 · Transportation- Road & Street					
0541461 · R&M Streets	10.75	276.35	1,000.00	723.65	27.64%

# Port Malabar Holiday Park Profit & Loss Budget Performance February 2015

	Feb 15	Oct '14 - Feb 15	Annual Budget	\$ Budget Left	% Budget Used
0541463 · R&M Signage	68.00	516.81	900.00	383.19	57.42%
0541464 · R&M Drainage	130.00	709.99	2,600.00	1,890.01	27.31%
Total 541 · Transportation- Road & Street	208.75	1,503.15	4,500.00	2,996.85	33.4%
572 · Culture/Rec- Parks & Recreation					
0572130 · Payroll - Grounds Crew	10,119.31	55,798.16	164,280.00	108,481.84	33.97%
0572210 · Payroll Taxes - Grounds	903.23	5,071.75	14,785.00	9,713.25	34.3%
0572230 · Health Insurance-Grounds	2,130.19	10,650.95	29,000.00	18,349.05	36.73%
0572240 · Workers Comp Ins-Grounds	532.28	2,661.60	8,200.00	5,538.40	32.46%
0572341 · Contract Svcs - Lawn Crew	1,296.93	13,645.34	65,000.00	51,354.66	20.99%
0572342 · Landscape Management	641.00	1,611.00	8,000.00	6,389.00	20.14%
0572431 · Landscape Trash Removal	145.00	725.00	2,200.00	1,475.00	32.96%
0572461 · R&M Grounds Equipment	112.24	4,927.42	4,500.00	-427.42	109.5%
0572462 · R&M Pools & Rec Facilities	1,232.42	7,824.76	12,800.00	4,975.24	61.13%
0572463 · R&M Irrigation System	0.00	0.00	2,500.00	2,500.00	0.0%
0572464 · Sound Wall Maintenance	0.00	0.00	1,000.00	1,000.00	0.0%
0572468 · Vehicle Repair	315.41	315.41	2,000.00	1,684.59	15.77%
0572499 · Non Capitalized Equip-Grounds	0.00	366.49	2,500.00	2,133.51	14.66%
0572521 · Supplies - Grounds	336.92	984.09	4,500.00	3,515.91	21.87%
0572522 · Fuel	342.17	3,518.82	15,000.00	11,481.18	23.46%
0572524 · Supplies Recreational	0.00	251.76	1,800.00	1,548.24	13.99%
0572525 · Uniforms- Grounds	0.00	0.00	450.00	450.00	0.0%
0572526 · Landscape Supplies	1,140.99	3,571.42	3,300.00	-271.42	108.23%
0572551 · Education/Training- Parks & Rec	0.00	0.00	300.00	300.00	0.0%
Total 572 · Culture/Rec- Parks & Recreation	19,248.09	111,923.97	342,115.00	230,191.03	32.72%
701 · Capital Outlay					
0519621 · Cap Outlay-Buildings & Imp	0.00	0.00	28,000.00	28,000.00	0.0%
0519631 · Cap Outlay-Infrastructure	0.00	5,415.00	15,000.00	9,585.00	36.1%
0519641 · Cap Outlay-Grounds Equipment	0.00	13,100.00	10,000.00	-3,100.00	131.0%
0519642 · Cap Outlay-Furn, Fixt & Eq	0.00	4,008.00	2,000.00	-2,008.00	200.4%
Total 701 · Capital Outlay	0.00	22,523.00	55,000.00	32,477.00	40.95%
8000099 · Contingency Expense	0.00	0.00	41,470.00	41,470.00	0.0%
8581100 · Budgeted Return to Reserves	0.00	0.00	20,000.00	20,000.00	0.0%

# Port Malabar Holiday Park Profit & Loss Budget Performance February 2015

	Feb 15	Oct '14 - Feb 15	Annual Budget	\$ Budget Left	% Budget Used
Total Expense	76,213.30	450,661.06	1,172,800.00	722,138.94	38.43%
Net Ordinary Income	-31,993.48	590,373.67	0.00		
Other Income/Expense					
Other Income					
2325200 · From Gross Assessments- DebtSvc	21,849.25	109,246.25	262,200.00	152,953.75	41.67%
Total Other Income	21,849.25	109,246.25	262,200.00	152,953.75	41.67%
Other Expense					
517 · Gen Govt Svcs- Debt Svc Payment					
2517710 · Principal Expense	19,507.04	97,339.99	212,100.00	114,760.01	45.89%
2517720 · Interest Expense	2,342.21	11,906.26	50,100.00	38,193.74	23.77%
Total 517 · Gen Govt Svcs- Debt Svc Payment	21,849.25	109,246.25	262,200.00	152,953.75	41.67%
Total Other Expense	21,849.25	109,246.25	262,200.00	152,953.75	41.67%
Net Other Income	0.00	0.00	0.00		
Net Income	-31,993.48	590,373.67	0.00		

12:10 PM  
03/30/15  
Accrual Basis

# Port Malabar Holiday Park

## Balance Sheet

As of February 28, 2015

	Feb 28, 15
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
0101000 · TD Operating	47,869.15
0101500 · TD Fixed Rate Account	1,287,362.74
0102100 · Petty Cash	1,685.04
0104100 · SBA - Operating Account	80,157.82
Total Checking/Savings	1,417,074.75
Accounts Receivable	
0115100 · Accounts Receivable	6,929.80
Total Accounts Receivable	6,929.80
Total Current Assets	1,424,004.55
Fixed Assets	
0161900 · Land	223,836.00
0162900 · Buildings & Improvements	1,022,450.76
0163900 · AD - Buildings & Improvements	-689,588.28
0164900 · Infrastructure	3,306,456.73
0165900 · AD - Infrastructure	-626,581.61
0166910 · Furn, Fixtures & Equipment	93,083.72
0166920 · Grounds Equipment	77,526.71
0166930 · Computer Software	2,187.85
0167910 · AD - Furn, Fixtures & Equipment	-80,420.30
0167920 · AD - Grounds Equipment	-55,688.04
0167930 · AD - Computer Software	-2,187.85
Total Fixed Assets	3,271,075.69
Other Assets	
0155000 · Prepaid Expenses	11,929.65
Total Other Assets	11,929.65
<b>TOTAL ASSETS</b>	<b>4,707,009.89</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
0202000 · Accounts Payable	5,574.47
Total Accounts Payable	5,574.47
Credit Cards	
0202100 · Lowes Business Account	7.48
Total Credit Cards	7.48
Other Current Liabilities	
0203010 · Loan 1 Curr Portion - TD 5455	81,492.73
0203020 · Loan 2 Curr Portion - TD 2055	80,587.61
0203030 · Loan 3 Curr Portion - TD 9155	53,651.14
0216000 · Accrued Wages Payable	13,510.92
0217000 · Accrued Taxes Payable	1,172.99
0220000 · Customer Deposits	1,095.28
2215000 · Accrued Interest Payable	1,814.42
Total Other Current Liabilities	233,325.09
Total Current Liabilities	238,907.04
Long Term Liabilities	
0203910 · Loan 1- TD 5455	322,346.50
0203920 · Loan 2- TD 2055	569,277.40
0203930 · Loan 3- TD 9155	337,280.28
Total Long Term Liabilities	1,228,904.18
Total Liabilities	1,467,811.22

12:10 PM  
03/30/15  
Accrual Basis

**Port Malabar Holiday Park**  
**Balance Sheet**  
As of February 28, 2015

	<u>Feb 28, 15</u>
Equity	
0271000 - Fund Balance- Unreserved	822,384.00
0274000 - Invested in capital assets	1,826,441.00
Net Income	<u>590,373.67</u>
Total Equity	<u>3,239,198.67</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,707,009.89</u></u>

12:16 PM

03/30/15

Accrual Basis

# Port Malabar Holiday Park Income & Expense by Fund February 2015

	00 General		02 Debt Svc		TOTAL	
	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15
Ordinary Income/Expense						
Income						
325 - Special Assessments						
0325200 - Gross Assessments	66,059.79	1,175,822.69	0.00	0.00	66,059.79	1,175,822.69
0325290 - Assessment Adjustments	-1,420.85	-45,395.11	0.00	0.00	-1,420.85	-45,395.11
0325295 - Transferred to Debt Service Fund	-21,849.25	-109,246.25	0.00	0.00	-21,849.25	-109,246.25
Total 325 - Special Assessments	42,789.69	1,021,181.33	0.00	0.00	42,789.69	1,021,181.33
334-389 - Other Revenue Sources						
0341900 - Service Charges	945.25	3,811.80	0.00	0.00	945.25	3,811.80
0361100 - Interest Income	266.13	1,121.31	0.00	0.00	266.13	1,121.31
0369900 - Other Income	0.00	7,063.34	0.00	0.00	0.00	7,063.34
0369902 - Laundry Income	218.75	855.00	0.00	0.00	218.75	855.00
0369903 - Property Maintenance Income	0.00	5,743.98	0.00	0.00	0.00	5,743.98
0369800 - Proprietary- Private contr	0.00	1,257.97	0.00	0.00	0.00	1,257.97
Total 334-389 - Other Revenue Sources	1,430.13	19,853.40	0.00	0.00	1,430.13	19,853.40
Total Income	44,219.82	1,041,034.73	0.00	0.00	44,219.82	1,041,034.73
Gross Profit	44,219.82	1,041,034.73	0.00	0.00	44,219.82	1,041,034.73
Expense						
511 - Gen Govt- Legislative						
0511451 - Board Bond Ins	33.33	167.97	0.00	0.00	33.33	167.97
0511491 - Election Fees	0.00	40.00	0.00	0.00	0.00	40.00
0511522 - Uniforms- Board	0.00	10.00	0.00	0.00	0.00	10.00
Total 511 - Gen Govt- Legislative	33.33	217.97	0.00	0.00	33.33	217.97
512-513 - Gen Govt- Exec, Fin & Admin						
0512130 - Payroll - Executive	3,634.62	19,600.98	0.00	0.00	3,634.62	19,600.98
0512210 - Payroll Taxes - Executive	321.84	1,766.76	0.00	0.00	321.84	1,766.76
0512230 - Health Insurance - Executive	900.81	4,504.05	0.00	0.00	900.81	4,504.05
0512240 - Workers Comp Ins- Executive	182.29	911.43	0.00	0.00	182.29	911.43
0512551 - Education/Training- Exec	27.00	255.00	0.00	0.00	27.00	255.00
0513130 - Payroll - Admin	3,482.46	17,918.01	0.00	0.00	3,482.46	17,918.01
0513210 - Payroll Taxes - Admin	308.44	1,614.86	0.00	0.00	308.44	1,614.86
0513230 - Health Insurance - Admin	1,079.95	5,399.75	0.00	0.00	1,079.95	5,399.75
0513240 - Workers Comp Ins - Admin	160.61	803.03	0.00	0.00	160.61	803.03
0513321 - Professional Fees - Auditing	0.00	11,000.00	0.00	0.00	0.00	11,000.00
0513322 - Contract Accounting Services	825.00	4,160.60	0.00	0.00	825.00	4,160.60
0513340 - Payroll-related Services	288.00	1,287.90	0.00	0.00	288.00	1,287.90
0513421 - Postage	0.21	123.26	0.00	0.00	0.21	123.26
0513441 - Equipment Lease- Office	135.46	677.30	0.00	0.00	135.46	677.30
0513462 - R&M Office Equipment	0.00	164.30	0.00	0.00	0.00	164.30
0513471 - Deed Restriction Revision Exp	1,543.11	1,543.11	0.00	0.00	1,543.11	1,543.11
0513496 - Bank Charges	0.00	60.00	0.00	0.00	0.00	60.00

12:16 PM

03/30/15

Accrual Basis

# Port Malabar Holiday Park Income & Expense by Fund February 2015

	00 General		02 Debt Svc		TOTAL	
	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15
0513499 - Non Capitalized Equip- Office						
0513510 - Office Expense	0.00	1,489.96	0.00	0.00	0.00	1,489.96
	674.49	2,393.99	0.00	0.00	674.49	2,393.99
Total 512-513 - Gen Govt- Exec, Fin & Admin	13,564.29	75,674.29	0.00	0.00	13,564.29	75,674.29
514 - Gen Govt- Legal Counsel						
0514311 - Professional Fees - Legal	0.00	783.00	0.00	0.00	0.00	783.00
0514312 - Legal - Deed Rest. Enf.	0.00	1,785.00	0.00	0.00	0.00	1,785.00
Total 514 - Gen Govt- Legal Counsel	0.00	2,568.00	0.00	0.00	0.00	2,568.00
519 - Gen Govt- Other Gen Govt						
0519411 - Telephone & Communications	516.95	2,737.49	0.00	0.00	516.95	2,737.49
0519431 - Utilities - Electric	5,163.43	24,903.27	0.00	0.00	5,163.43	24,903.27
0519432 - Utilities - Gas	0.00	453.61	0.00	0.00	0.00	453.61
0519433 - Utilities - Water & Sewer	211.39	1,314.79	0.00	0.00	211.39	1,314.79
0519434 - Storm Water Management	155.33	1,491.05	0.00	0.00	155.33	1,491.05
0519442 - Equipment Lease- General	95.00	475.00	0.00	0.00	95.00	475.00
0519451 - Insurance - Liability	864.08	4,320.39	0.00	0.00	864.08	4,320.39
0519452 - Insurance - Property	1,284.00	6,420.00	0.00	0.00	1,284.00	6,420.00
0519462 - Property Maintenance Expense	0.00	5,743.98	0.00	0.00	0.00	5,743.98
0519491 - Cable - TV	14,151.39	68,774.49	0.00	0.00	14,151.39	68,774.49
0519499 - Non-Cap Equipment- Gen Govt	0.00	489.24	0.00	0.00	0.00	489.24
0519541 - Taxes, Fees & Licenses	370.00	30,030.13	0.00	0.00	370.00	30,030.13
Total 519 - Gen Govt- Other Gen Govt	22,811.57	147,153.44	0.00	0.00	22,811.57	147,153.44
529 - Public Safety- Other Public Saf						
0529130 - Payroll - Gate	6,957.58	38,023.05	0.00	0.00	6,957.58	38,023.05
0529210 - Payroll Taxes - Gate	616.39	3,430.98	0.00	0.00	616.39	3,430.98
0529240 - Workers Comp Ins- Gate	343.52	1,717.58	0.00	0.00	343.52	1,717.58
0529520 - Supplies - Gate	0.00	147.50	0.00	0.00	0.00	147.50
Total 529 - Public Safety- Other Public Saf	7,917.49	43,319.11	0.00	0.00	7,917.49	43,319.11
539 - Physical Env- Other Phys Env						
0539130 - Payroll - Custodians	4,870.86	26,665.52	0.00	0.00	4,870.86	26,665.52
0539210 - Payroll Taxes - Custodial	431.24	2,403.65	0.00	0.00	431.24	2,403.65
0539230 - Health Ins- Custodial	951.26	4,756.30	0.00	0.00	951.26	4,756.30
0539240 - Workers Comp Ins-Custodial	262.02	1,310.07	0.00	0.00	262.02	1,310.07
0539461 - R&M Buildings	5,590.11	6,577.94	0.00	0.00	5,590.11	6,577.94
0539462 - R&M Lighting- Rec Center	0.00	644.70	0.00	0.00	0.00	644.70
0539463 - R&M Equipment	0.00	1,136.02	0.00	0.00	0.00	1,136.02
0539499 - Non Capitalized Equip-Custodial	0.00	310.09	0.00	0.00	0.00	310.09
0539520 - Custodial Supplies	324.29	1,836.39	0.00	0.00	324.29	1,836.39
0539521 - Uniforms- Custodial	0.00	137.45	0.00	0.00	0.00	137.45
Total 539 - Physical Env- Other Phys Env	12,429.78	45,778.13	0.00	0.00	12,429.78	45,778.13
541 - Transportation- Road & Street						
0541461 - R&M Streets	10.75	276.35	0.00	0.00	10.75	276.35

12:16 PM

03/30/15

Accrual Basis

# Port Malabar Holiday Park Income & Expense by Fund February 2015

	00 General			02 Debt Svc			TOTAL	
	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15
0541463 · R&M Signage	68.00	516.81	0.00	0.00	68.00	516.81		
0541464 · R&M Drainage	130.00	709.99	0.00	0.00	130.00	709.99		
Total 541 · Transportation- Road & Street	208.75	1,503.15	0.00	0.00	208.75	1,503.15		
572 · Culture/Rec- Parks & Recreation								
0572130 · Payroll - Grounds Crew	10,119.31	55,798.16	0.00	0.00	10,119.31	55,798.16		
0572210 · Payroll Taxes - Grounds	903.23	5,071.75	0.00	0.00	903.23	5,071.75		
0572230 · Health Insurance-Grounds	2,130.19	10,650.95	0.00	0.00	2,130.19	10,650.95		
0572240 · Workers Comp Ins-Grounds	532.28	2,661.60	0.00	0.00	532.28	2,661.60		
0572341 · Contract Svcs - Lawn Crew	1,296.93	13,645.34	0.00	0.00	1,296.93	13,645.34		
0572342 · Landscape Management	641.00	1,611.00	0.00	0.00	641.00	1,611.00		
0572431 · Landscape Trash Removal	145.00	725.00	0.00	0.00	145.00	725.00		
0572461 · R&M Grounds Equipment	112.24	4,927.42	0.00	0.00	112.24	4,927.42		
0572462 · R&M Pools & Rec Facilities	1,232.42	7,824.76	0.00	0.00	1,232.42	7,824.76		
0572468 · Vehicle Repair	315.41	315.41	0.00	0.00	315.41	315.41		
0572499 · Non Capitalized Equip-Grounds	0.00	366.49	0.00	0.00	0.00	366.49		
0572521 · Supplies - Grounds	336.92	984.09	0.00	0.00	336.92	984.09		
0572522 · Fuel	342.17	3,518.82	0.00	0.00	342.17	3,518.82		
0572524 · Supplies Recreational	0.00	251.76	0.00	0.00	0.00	251.76		
0572526 · Landscape Supplies	1,140.99	3,571.42	0.00	0.00	1,140.99	3,571.42		
Total 572 · Culture/Rec- Parks & Recreation	19,248.09	111,923.97	0.00	0.00	19,248.09	111,923.97		
701 · Capital Outlay								
0519631 · Cap Outlay-Infrastructure	0.00	5,415.00	0.00	0.00	0.00	5,415.00		
0519641 · Cap Outlay-Grounds Equipment	0.00	13,100.00	0.00	0.00	0.00	13,100.00		
0519642 · Cap Outlay-Furn, Fixt & Eq	0.00	4,008.00	0.00	0.00	0.00	4,008.00		
Total 701 · Capital Outlay	0.00	22,523.00	0.00	0.00	0.00	22,523.00		
Total Expense	76,213.30	450,661.06	0.00	0.00	76,213.30	450,661.06		
Net Ordinary Income	-31,993.48	590,373.67	0.00	0.00	-31,993.48	590,373.67		
Other Income/Expense								
Other Income								
2325200 · From Gross Assessments- DebtSvc	0.00	0.00	21,849.25	109,246.25	21,849.25	109,246.25		
Total Other Income	0.00	0.00	21,849.25	109,246.25	21,849.25	109,246.25		
Other Expense								
517 · Gen Govt Svcs- Debt Svc Payment								
2517710 · Principal Expense	0.00	0.00	19,507.04	97,339.99	19,507.04	97,339.99		
2517720 · Interest Expense	0.00	0.00	2,342.21	11,906.26	2,342.21	11,906.26		
Total 517 · Gen Govt Svcs- Debt Svc Payment	0.00	0.00	21,849.25	109,246.25	21,849.25	109,246.25		
Total Other Expense	0.00	0.00	21,849.25	109,246.25	21,849.25	109,246.25		

12:16 PM

03/30/15

Accrual Basis

**Port Malabar Holiday Park**  
**Income & Expense by Fund**  
February 2015

	00 General		02 Debt Svc		TOTAL	
	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15	Feb 15	Oct '14 - Feb 15
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	-31,993.48	590,373.67	0.00	0.00	-31,993.48	590,373.67

12:23 PM

03/30/15

**Port Malabar Holiday Park**  
**A/R Aging Summary**  
 As of February 28, 2015

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
101 Cheswick	0.00	0.00	0.00	0.00	75.00	75.00
1042 Moonlight	0.00	0.00	0.00	0.00	200.00	200.00
105 Holiday Park Blvd	0.00	0.00	957.33	0.00	0.00	957.33
1071 Wood Ct	0.00	0.00	957.33	0.00	0.00	957.33
1074 Moonlight Ct	0.00	0.00	957.33	0.00	0.00	957.33
1128 Center Ln	0.00	0.00	957.33	0.00	0.00	957.33
1170 Keystone	0.00	0.00	0.00	0.00	65.00	65.00
1183 Greenview	0.00	0.00	0.00	0.00	150.00	150.00
1285 Dove Ct	0.00	0.00	0.00	0.00	150.00	150.00
140 Holiday Park Blvd	0.00	0.00	957.33	0.00	0.00	957.33
146 Holiday Park Blvd	0.00	0.00	0.00	0.00	110.00	110.00
194 Holiday Park Blvd	0.00	0.00	0.00	0.00	150.00	150.00
220 Blossom	0.00	0.00	0.00	0.00	125.00	125.00
240 Berry Ct	0.00	0.00	957.33	0.00	0.00	957.33
357 Holiday Park Blvd	0.00	0.00	0.00	0.00	75.00	75.00
383 Holiday Park Blvd	0.00	0.00	0.00	0.00	50.00	50.00
Pressley, Derrick	0.00	0.00	0.00	0.00	35.82	35.82
<b>TOTAL</b>	<u>0.00</u>	<u>0.00</u>	<u>5,743.98</u>	<u>0.00</u>	<u>1,185.82</u>	<u>6,929.80</u>

12:23 PM

03/30/15

**Port Malabar Holiday Park**  
**A/P Aging Summary**  
 As of February 28, 2015

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Ace Hardware	0.00	29.91	0.00	0.00	0.00	29.91
Alpine Tree Service	0.00	80.00	0.00	0.00	0.00	80.00
Ameri-pest	0.00	50.00	0.00	0.00	0.00	50.00
American Recycled Plastic, Inc	0.00	561.00	0.00	0.00	0.00	561.00
AT&T 2240	0.00	187.72	0.00	0.00	0.00	187.72
AT&T 6636 Gate	0.00	175.36	0.00	0.00	0.00	175.36
Brevard Locksmith & Bicycle Shop	0.00	0.00	0.00	0.00	-21.66	-21.66
CAPITAL OFFICE PROD	0.00	186.41	0.00	0.00	0.00	186.41
FMIT	0.00	0.00	-5,320.00	0.00	0.00	-5,320.00
FPL 0034	0.00	1,892.21	0.00	0.00	0.00	1,892.21
FPL 1245	0.00	68.37	0.00	0.00	0.00	68.37
FPL 3047	0.00	353.97	0.00	0.00	0.00	353.97
FPL 3061	0.00	63.71	0.00	0.00	0.00	63.71
FPL 3258	0.00	2,726.89	0.00	0.00	0.00	2,726.89
FPL 9069	0.00	58.28	0.00	0.00	0.00	58.28
HOME DEPOT	0.00	111.32	0.00	0.00	0.00	111.32
LOWES	0.00	7.52	0.00	0.00	0.00	7.52
Malabar Mowers	0.00	83.98	0.00	0.00	0.00	83.98
Manpower	0.00	893.13	0.00	0.00	0.00	893.13
PalmBayUt 6218	0.00	289.57	0.00	0.00	0.00	289.57
PalmBayUt 6442	0.00	22.13	0.00	0.00	0.00	22.13
PalmBayUt 9658	0.00	55.02	0.00	0.00	0.00	55.02
Poolsure	0.00	-835.46	0.00	0.00	0.00	-835.46
Ricoh	0.00	135.46	0.00	0.00	0.00	135.46
SUNOCO	0.00	342.17	0.00	0.00	0.00	342.17
SunTrust CC 2324	0.00	1,719.19	0.00	0.00	0.00	1,719.19
SunTrust CC 9560	0.00	558.27	0.00	0.00	0.00	558.27
The Palm House	0.00	1,100.00	0.00	0.00	0.00	1,100.00
<b>TOTAL</b>	<b>0.00</b>	<b>10,916.13</b>	<b>-5,320.00</b>	<b>0.00</b>	<b>-21.66</b>	<b>5,574.47</b>

# Loan Balances at Month-End

		<u>Loan 2055</u>	<u>Loan 9155</u>	<u>Loan 5455</u>
QB Loan Balances on 09/30/2014		649,865.01	390,931.42	403,839.23
Less Principal Pymt in Debt Service Fund Acct 00100002010000				
	<u>For Month</u>			
	Oct-14	-8,321.32	-4,438.02	-6,687.04
	Nov-14	-8,305.76	-4,426.38	-6,667.85
	Dec-14	-8,340.82	-4,449.84	-6,723.65
	Jan-15	-8,326.25	-4,439.00	-6,707.02
	Feb-15	-8,336.52	-4,445.12	-6,725.40
	Mar-15			
	Apr-15			
	May-15			
	Jun-15			
	Jul-15			
	Aug-15			
	Sep-15			
Calculated Loan Balances for QuickBooks		608,234.34	368,733.06	370,328.27
ME Loan Balances Per Bank Statements		<u>608,234.34</u>	<u>368,733.06</u>	<u>370,328.27</u>
Difference		0.00	0.00	0.00

Fixed Asset Acquisition

FY2015

Date	Exp Acct	Asset Acct Desc	Location	Function	Description	Amount
10/15/14	0519642	Furn, Fixtures & Eq	Rec Hall	Parks & Rec	New sound system	2,829.00
10/20/14	0519642	Furn, Fixtures & Eq	Rec Hall	Gen Govt	2000 RPM Burnisher machine (floor polisher)	1,179.00
11/13/14	0519641	Grounds Equipt	Grounds	Parks & Rec	New Kubota F2690 E mower (see trade-ins \$750)	13,850.00
11/21/14	0519631	Infrastructure	Pool Area	Parks & Rec	Resurface bocce court	5,415.00
YTD						23,273.00
10/15/14	0519642	Furn, Fixtures & Eq		Parks & Rec	Sound System	2,829.00
10/20/14	0519642	Furn, Fixtures & Eq		Gen Govt	Floor Polisher	1,179.00
11/13/14	0519641	Grounds Equipt	Grounds	Parks & Rec	Kubota mower	13,850.00
11/21/14	0519631	Infrastructure	Pool Area	Parks & Rec	Resurface bocce court	5,415.00

# **RESOLUTION 2015-02**

**A RESOLUTION OF BOARD OF TRUSTEES FOR PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT ADOPTING PROCEDURES FOR THE IMPLEMENTATION OF FINES AND A SCHEDULE OF FINES FOR VIOLATIONS OF THE AMENDED, CONSOLIDATED AND RESTATED DECLARATION OF RESTRICTIONS, CONDITIONS, COVENANTS, AND RESERVATIONS AFFECTING PROPERTY LOCATED IN PORT MALABAR HOLIDAY PARK, UNIT ONE AND UNIT TWO; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, eligible members of Port Malabar Holiday Park Mobile Home Park Recreation District (the District) voted to adopt the AMENDED, CONSOLIDATED AND RESTATED DECLARATION OF RESTRICTIONS, CONDITIONS, COVENANTS, AND RESERVATIONS AFFECTING PROPERTY LOCATED IN PORT MALABAR HOLIDAY PARK, UNIT ONE AND UNIT TWO (the Declarations): and,

WHEREAS, the District Board of Trustees has the authority to set a fine schedule and procedures for violations of the Declarations; and,

WHEREAS, Pursuant to Article III, Section 18 of the Declarations the Board of Trustees has determined that it is in the best interest of the health, safety and welfare of the District to adopt fining procedures and a fine schedule.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Trustees of the Port Malabar Holiday Park Mobile Home Park Recreation District as follows:

## **Section 1. Violation procedures and fines adopted**

A) A.C.C. Rules and Regulations, Holiday Park Rules and Regulations and Deed Restriction enforcement, as provided for in Article II, Section 9 and Article III, Section 18 shall be by the District Office as approved by the Board of Trustees.

B) Except as may be otherwise provided for herein, a fine of up to \$250.00 per day per violation may be imposed against any owner for the failure of the owner of the parcel or its occupant, licensee, or invitee to comply with any provision of the Declaration, the District bylaws, or reasonable rules of the District. A fine may be levied for each day of a continuing violation, with a single notice and opportunity for hearing. A fine imposed shall become a lien upon the owner's or violator's property. In the event of a repeat violation, which shall mean a violation of a provision of the Declaration, the District bylaws, or reasonable rules of the District by a person who has been previously found by the District, to have violated or who has admitted violating the same provision within 5 years prior to the violation, the District may impose a fine of up to \$500.00 per violation. Such a fine shall become a lien on the owner or violator's

property. The fines shall accrue on a daily basis, until cured, after the determination by the A.C.C. that a violation has occurred.

- C) The notice provisions of Article III, section 18 shall be complied with prior to the imposition of any fine by the District
- D) In determining the amount of the fine, if any, the District shall consider the following factors:
  - 1. The gravity of the violation;
  - 2. Any actions taken by the violator to correct the violation; and
  - 3. Any previous violations committed by the violator.
- E) The District shall also recover any costs and attorney fees incurred against the owner of the property or violator for instituting the enforcement procedures in Article III, Section 18.

**Section 2.**

This Resolution shall take effect immediately upon its adoption.

This Resolution was then declared to be duly passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.

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

\_\_\_\_\_  
Philias Matton, Trustee  
Board Chair

Attest:

\_\_\_\_\_  
Sharon Johnson  
Administrative Assistant

INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors  
Port Malabar Holiday Park  
Mobile Home Park Recreation District

We have performed the procedures enumerated below, which were agreed to by Port Malabar Holiday Park Mobile Home Park Recreation District (the "District"), solely to assist you with respect to the voting process of the District on March 27, 2015. The District's management is responsible for the company's records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

- 1) We served as independent observer over the procedure of the publicly opening of ballot envelopes by at least two people, during which the ballots were to be separated from the ballot envelopes and ballots placed in a box leaving the ballot folded to ensure anonymity. The ballot envelopes were to be removed from the area.
  - We verified that the procedure was performed in the prescribed manner.
- 2) We served as independent observer over the procedure of counting votes that was to be performed by six persons, one to count each ballot question and one to verify the count, after which one person was to announce the vote for or against the questions and one person was to verify the vote and tally the vote on the Ballot Tally Sheet that was designed for this purpose.
  - We verified that the procedure was performed in the prescribed manner.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of Port Malabar Holiday Park Mobile Home Park Recreation District and the Board of Directors and is not intended to be and should not be used by anyone other than those specified parties.

March 27, 2015  
Melbourne, Florida

*Berman Hopkins Wright & LaHam*  
*CPAs and Associates, LLP*

# RESOLUTION 2015-03

**A RESOLUTION OF PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT CERTIFYING THE RESULTS OF THE VOTE TAKEN ON MARCH 26, 2015 AMENDING THE DECLARATION OF RESTRICTIONS, CONDITIONS, COVENANTS AND RESERVATIONS AFFECTING PROPERTY LOCATED IN PORT MALABAR HOLIDAY PARK, UNIT ONE AND UNIT TWO; PROVIDING FOR EXECUTION AND RECORDING OF THE AMENDMENT; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, The Board of Trustees for Port Malabar Holiday Park Mobile Park Recreation District submitted twenty-two amendments to the Declaration of Restrictions, Conditions, Covenants and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two to the lot owners of the District and,

WHEREAS, a vote was taken on March 26, 2015 concerning the twenty-two amendments to the Declaration of Restrictions, Conditions, Covenants and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two, and

WHEREAS, a majority of the lot owners of the District ratified and approved the twenty-two amendments to the Declaration of Restrictions, Conditions, Covenants and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Trustees of the Port Malabar Holiday Park Mobile Home Park Recreation District that:

**SECTION 1.** The Board of Trustees of the Port Malabar Holiday Park Mobile Home Park Recreation District hereby certifies the following results:

Question 1: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Article I Definitions?

410 Yes

72 No

Question 2: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 1. Architectural Control Committee?

319 Yes

165 No

Question 3: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 3. Architectural Design and Installation Requirements?

340 Yes

146 No

Question 4: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 8. Cable Service, Antennas and Satellite Dishes?

390 Yes

91 No

Question 5: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 9. Enforcement of Architectural Control Committee Rules and Regulations?

276 Yes

204 No

Question 6: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 3. Resident Age Requirement?

392 Yes

86 No

Question 7: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 4. Caregivers?

407 Yes

80 No

Question 8: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 5. Visitors?

445 Yes

40 No

Question 9: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 6. Guests?

378 Yes

109 No

Question 10: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 7. Maintenance of Lot and Exterior of Home?

351 Yes

130 No

Question 11: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 9. Refuse?

417 Yes

68 No

Question 12: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 10. Roads?

452 Yes

31 No

Question 13: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 11. Decals?

438 Yes

46 No

Question 14: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 12. Parking of Vehicles?

443 Yes

42 No

Question 15: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 13. Vehicle Repairs?

424 Yes

58 No

Question 16: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 14. Pets?

429 Yes

56 No

Question 17: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 16. Signs?

441 Yes

45 No

Question 18: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 17. Clothes Poles?

410 Yes

73 No

Question 19: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 18. Enforcement of Deed Restrictions?

310 Yes

165 No

Question 20: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 2. Rules and Regulations?

333 Yes

147 No

Question 21: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 3. Recreation District Assessment?

374 Yes

88 No

Question 22: Shall the Declaration of Restrictions, Conditions, Covenants, and Reservations Affecting Property Located in Port Malabar Holiday Park, Unit One and Unit Two be amended to approve Section 4. Deed Restriction Amendment?

410 Yes

66 No

**SECTION 2.** The District shall cause the attached Amendments to the Declaration of Conditions, Covenants, and Restrictions Affecting Property Located in Port Malabar Holiday Park, Unit One and Two to be executed and recorded in the Public Records of Brevard County, Florida.

**SECTION 3.** This Resolution was then declared to be duly passed and adopted this 13<sup>th</sup> day of April, 2015.

---

Philias Matton, Trustee  
Board Chairman

---

Rebecca Earnest, Trustee  
Board Secretary

Test:

---

Sharon Johnson, Administrative Assistant

# Port Malabar Holiday Park 2015-2016 Budget Proposal

	2014-2015		2015-2016
	Budget	Proposed Adjustment	Proposed Budget
<b>0 General Fund</b>			
<b>Income</b>			
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
<b>Total 325 · Special Assessments</b>	<b>1,162,300</b>	<b>0</b>	<b>1,162,300</b>
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	0		0
0389400 · Proprietary- Grants & Donations	0		0
0389800 · Proprietary- Private contr			0
<b>Total 334-389 · Other Revenue Sources</b>	<b>10,500</b>	<b>0</b>	<b>10,500</b>
<b>Total Budgeted Income (General Fund)</b>	<b>1,172,800</b>	<b>0</b>	<b>1,172,800</b>
<b>Expense</b>			
511 · Gen Govt- Legislative			
0511451 · Board Bond Ins	700		700
0511491 · Election Fees	1,600		1,600
0511522 · Uniforms- Board	200		200
<b>Total 511 · Gen Govt- Legislative</b>	<b>2,500</b>	<b>0</b>	<b>2,500</b>
512-513 · Gen Govt- Exec, Fin & Admin			
0512130 · Payroll - Executive	47,250		47,250
0512210 · Payroll Taxes - Executive	4,200		4,200
0512230 · Health Insurance - Executive	11,050	1,400	12,450
0512240 · Workers Comp Ins- Executive	2,800		2,800
0512400 · Travel Reimb - Executive	200		200
0512551 · Education/Training- Exec	1,000		1,000
0513130 · Payroll - Admin	44,100	5,400	49,500
0513210 · Payroll Taxes - Admin	3,920	535	4,455
0513230 · Health Insurance - Admin	13,200	1,600	14,800
0513240 · Workers Comp Ins - Admin	2,170		2,170
0513321 · Professional Fees - Auditing	13,500	-2,000	11,500
0513322 · Contract Accounting Services	10,200		10,200
0513340 · Payroll-related Services	2,150	50	2,200
0513341 · Temporary Office Services	500		500
0513400 · Travel Reimb- Admin	200		200

# Port Malabar Holiday Park 2015-2016 Budget Proposal

	2014-2015	2015-2016
	Budget	Proposed Adjustment
		Proposed Budget
0513421 · Postage	2,000	-600
0513441 · Equipment Lease- Office	2,000	
0513462 · R&M Office Equipment	1,000	
0513471 · Deed Restriction Revision Exp		0
0513495 · Advertising Legal	1,800	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 512-513 · Gen Govt- Exec, Fin & Admin	170,040	6,385
514 · Gen Govt- Legal Counsel		
0514311 · Professional Fees - Legal	8,000	-4,000
0514312 · Legal - Deed Rest. Enf.	3,000	1,000
Total 514 · Gen Govt- Legal Counsel	11,000	-3,000
519 · Gen Govt- Other Gen Govt		
0519411 · Telephone & Communications	6,500	6,500
0519431 · Utilities - Electric	62,000	-2,000
0519432 · Utilities - Gas	2,000	2,000
0519433 · Utilities - Water & Sewer	9,000	-4,000
0519434 · Storm Water Management	3,100	3,100
0519442 · Equipment Lease- General	1,150	50
0519451 · Insurance - Liability	9,800	200
0519452 · Insurance - Property	14,700	14,700
0519462 · Property Maintenance Expense	4,500	4,500
0519491 · Cable - TV	170,100	4,400
0519497 · Other Expense	100	100
0519499 · Non-Cap Equipment- Gen Govt	0	500
0519521 · Supplies Decals & Badges	800	800
0519541 · Taxes, Fees & Licenses	30,000	500
Total 519 · Gen Govt- Other Gen Govt	313,750	-350
529 · Public Safety- Other Public Saf		
0529130 · Payroll - Gate	90,000	90,000
0529210 · Payroll Taxes - Gate	8,100	8,100
0529230 · Health Insurance - Gate	0	0
0529240 · Workers Comp Ins- Gate	5,000	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

# Port Malabar Holiday Park 2015-2016 Budget Proposal

	2014-2015	2015-2016	
	Budget	Proposed Adjustment	Proposed Budget
Total 529 · Public Safety- Other Public Saf	106,600	0	106,600
539 · Physical Env- Other Phys Env			
0539130 · Payroll - Custodians	71,000	9,000	80,000
0539210 · Payroll Taxes - Custodial	6,600	400	7,000
0539230 · Health Ins- Custodial	11,650	1,350	13,000
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	1,100	1,500
0539463 · R&M Equipment	3,000		3,000
0539499 · Non Capitalized Equip-Custodial	500	300	800
0539520 · Custodial Supplies	4,000		4,000
0539521 · Uniforms- Custodial	200		200
Total 539 · Physical Env- Other Phys Env	105,825	12,150	117,975
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	4,500	0	4,500
572 · Culture/Rec- Parks & Recreation			
0572130 · Payroll - Grounds Crew	164,280	-14,280	150,000
0572210 · Payroll Taxes - Grounds	14,785		14,785
0572230 · Health Insurance-Grounds	29,000	4,800	33,800
0572240 · Workers Comp Ins-Grounds	8,200		8,200
0572341 · Contract Svcs - Lawn Crew	65,000	-2,000	63,000
0572342 · Landscape Management	8,000		8,000
0572431 · Landscape Trash Removal	2,200		2,200
0572461 · R&M Grounds Equipment	4,500	2,500	7,000
0572462 · R&M Pools & Rec Facilities	12,800	5,200	18,000
0572463 · R&M Irrigation System	2,500		2,500
0572464 · Sound Wall Maintenance	1,000		1,000
0572468 · Vehicle Repair	2,000		2,000
0572499 · Non Capitalized Equip-Grounds	2,500		2,500
0572521 · Supplies - Grounds	4,500		4,500
0572522 · Fuel	15,000		15,000
0572524 · Supplies Recreational	1,800		1,800
0572525 · Uniforms- Grounds	450		450
0572526 · Landscape Supplies	3,300		3,300
0572551 · Education/Training- Parks & Rec	300		300
Total 572 · Culture/Rec- Parks & Recreation	342,115	-3,780	338,335

# Port Malabar Holiday Park 2015-2016 Budget Proposal

	2014-2015		2015-2016
	Budget	Proposed Adjustment	Proposed Budget
<b>701 · Capital Outlay</b>			
0519621 · Cap Outlay-Buildings & Imp	28,000	2,065	30,065
0519631 · Cap Outlay-Infrastructure	15,000	20,000	35,000
0519641 · Cap Outlay-Grounds Equipment	10,000	8,000	18,000
0519642 · Cap Outlay-Furn, Fixt & Eq	2,000		2,000
<b>Total 701 · Capital Outlay</b>	<b>55,000</b>	<b>30,065</b>	<b>85,065</b>
 8000099 · Contingency Expense	 41,470	 -21,470	 20,000
8581100 · Budgeted Return to Reserves	20,000	-20,000	0
<b>Total Expense + Contingency + Return (General Fund)</b>	<b>1,172,800</b>	<b>-41,470</b>	<b>1,172,800</b>
 <b><u>2 Debt Service Fund</u></b>			
<b>Income</b>			
325 Special Assessments			
2325200 · From Gross Assessments- DebtSvc	262,200		262,200
<b>Total Available Income (from General Fund)</b>	<b>262,200</b>	<b>0</b>	<b>262,200</b>
 <b>Expense</b>			
517 · Gen Govt Svcs- Debt Svc Payment			
2517710 · Principal Expense	212,100	26,600	238,700
2517720 · Interest Expense	50,100	-26,600	23,500
<b>Total 517 · Gen Govt Svcs- Debt Svc Payment</b>	<b>262,200</b>	<b>0</b>	<b>262,200</b>
<b>Total Expense (Debt Svc Fund)</b>	<b>262,200</b>	<b>0</b>	<b>262,200</b>
 Total Income- All Funds	 1,435,000	 0	 1,435,000
Total Expense- All Funds	1,435,000	0	1,435,000