



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT
215 Holiday Park Boulevard NE
Palm Bay, Florida 32907-2196

June 23, 2021

Dear Holiday Park Property Owner:

Under Chapter 418 Florida Statutes, the District is required to project revenues and expenditures to adopt an annual budget by June 30th as well as the Special Assessment fee prior to July 1st for the fiscal year starting October 1, 2021. The Statute also requires that the adopted budget and Assessment Fee, along with last year's Financial Report, be published on the District's website and distributed to all District Property Owners. Summaries are included on the reverse side of this letter.

The annual non-valorem assessment fee of \$1,977.00 or \$164.75 per month will remain the same.

The independent Audit Report for the year ending September 2020 can be reviewed or copies obtained at the District Office upon request. The District will again arrange with the Brevard County Property Appraiser to include the annual assessment fee on your annual property tax notice and with the Brevard County Tax Collector for processing and payment. Please be advised that this approach does create the potential for loss of your property in the event of non-payment of taxes.

As always, we welcome any suggestions on how to improve Holiday Park for all homeowners.

Sincerely,


Jack Emerich
Chairman Board of Trustees

**Proposed
Budget 21 - 22**

Ordinary Income/Expense

Income

	325 · Special Assessments	
Actual	0325200 - Gross Assessments	1,391,808
	0325250 - Tax Certificate Disbursements	
Actual	0325290 - Assessment Adjustments	(75,000)
	Total 325 · Special Assessments	1,316,808
	0341900 - Service Charges	-
	0361100 - Interest Income	1,500
	0369900 - Other Income	11,000
	0369902 - Laundry Income	1,500
	Total 334-389 · Other Revenue Sources	14,000
	Other Revenue	1,330,808
	Total Income	1,330,808
	Gross Profit	1,330,808

Expense

	0511451 - Board Bond Ins	1,400
	0511520 - Board Supplies	200
	0511522 - Uniforms- Board	250
	Total	1,850
	0512130 - Payroll - Executive (DM)	82,000
	0512210 · Payroll Taxes - Executive	6,273
	0512230 · Health Insurance - Executive	5,885
	0512231 - Aflac - Executive	4,050
	0512240 · Workers Comp Ins- Executive	4,756
	0512400 · Travel Reimb - Executive	200
	0512551 · Education/Training- Exec	1,000
	0513130 · Payroll - Admin	69,000
	0513210 · Payroll Taxes - Admin	5,279
	0513230 · Health Insurance - Admin	-
	0513231 - Aflac - Admin	4,050
	0513240 · Workers Comp Ins - Admin	4,002
	0513321 · Professional Fees - Auditing	14,000
	0513322 · Contract Accounting Services	9,000
	0513340 · Payroll-related Services	3,000
	0513341 · Temporary Office Services	2,500
	0513421 · Postage	1,000
	0513441 · Equipment Lease- Office	2,400
	0513462 · R&M Office Equipment	4,000
	0513471 · Deed Restriction Revision Exp	1,000
	0513495 · Advertising Legal	500
	0513499 · Non Capitalized Equip- Office	1,500
	0513510 · Office Expense & Supplies	3,500
	0513551 · Education/Training- Admin	100
	0513552 - Ad Valorem Taxes Paid to Palm Bay	-

Total 512-513 · Gen Govt- Exec, Fin & Admin	228,994
0514311 · Professional Fees - Legal	12,000
0514312 · Legal - Deed Rest. Enf.	1,000
0514313 - Professional Fees Legal - Tax Certificate Purchase	10,000
Total 514 · Gen Govt- Legal Counsel	23,000
0519411 · Telephone & Communications	6,000
0519431 · Utilities - Electric	67,000
0519432 · Utilities - Gas	2,000
0519433 · Utilities - Water & Sewer	4,200
0519434 · Storm Water Management	-
0519442 · Equipment Lease- General	2,100
0519451 · Insurance - Liability	12,000
0519452 · Insurance - Property	16,500
0519462 · Property Maintenance Expense	-
0519491 · Cable - TV	230,250
0519497 · Other Expense	1,000
0519521 · Supplies Decals & Badges	2,000
0519541 · Taxes, Fees & Licenses	31,500
Total 519 · Gen Govt- Other Gen Govt	374,550
0529130 · Payroll - Gate	110,000
0529210 · Payroll Taxes - Gate	8,415
0529230 - Health Insurance	-
0529231 - Aflac - Gate	4,050
0529240 · Workers Comp Ins- Gate	6,380
0529460 · R&M Gate	5,000
0529490 · Flags	600
0529499 · Non Capitalize Equip- Gate	200
0529520 · Supplies - Gate	500
0529521 · Uniforms- Gate	200
Total 529 · Public Safety- Other Public Saf	135,345
0539130 · Payroll - Custodians	92,400
0539210 · Payroll Taxes - Custodial	7,069
0539230 · Health Ins- Custodial	11,897
0539231 - Aflac - Custodial	12,149
0539240 · Workers Comp Ins-Custodial	5,359
0539461 · R&M Buildings	7,000
0539462 · R&M Lighting- Rec Center	500
0539463 · R&M Equipment	3,000
0539499 · Non Capitalized Equip-Custodial	500
0539520 · Custodial Supplies	3,500
0539521 · Uniforms- Custodial	200
Total 539 · Physical Env- Other Phys Env	143,574
0541461 · R&M Streets	3,000
0541463 · R&M Signage	1,000
0541464 · R&M Drainage	4,600
Total 541 · Transportation- Road & Street	8,600
0572130 · Payroll - Grounds Crew	34,500

0572210 · Payroll Taxes - Grounds	2,639
0572230 · Health Insurance-Grounds	-
0572231 - Aflac - Grounds	4,050
0572240 · Workers Comp Ins-Grounds	2,001
0572341 - Contract Services	201,000
0572342 · Landscape Management	10,000
0572431 · Landscape Trash Removal	8,000
0572461 · R&M Grounds	5,000
0572462 · R&M Pools & Rec Facilities	20,000
0572463 · R&M Irrigation System	3,000
0572464 · Sound Wall Maintenance	-
0572468 · Vehicle Repair	150
0572498 · Non-Capitalized Equip- Rec	-
0572499 · Non Capitalized Equip-Grounds	-
0572521 - Supplies-Grounds	2,500
0572522 · Fuel	250
0572524 · Supplies Recreational	1,500
0572525 · Uniforms- Grounds	100
0572526 · Landscape Supplies/Grounds	3,000
0572551 · Education/Training- Parks & Rec	-
0572591 · Depr Exp - Parks & Rec	-

Total 572 · Culture/Rec- Parks & Recreation

297,690

0519621 · Reserve Outlay-Buildings & Imp	25,000
0519631 · Reserve Outlay-Infrastructure	12,855
0519641 · Reserve Outlay-Grounds Equipment	-
0519642 · Reserve Outlay-Furn, Fixt & Eq	8,000

Total 701 · Capital Outlay

45,855

Contingency Expense	71,350
Total Expense	1,330,808
Net Ordinary Income	0

Other Income/Expense