

May 23, 2023

Dear Holiday Park Property Owner:

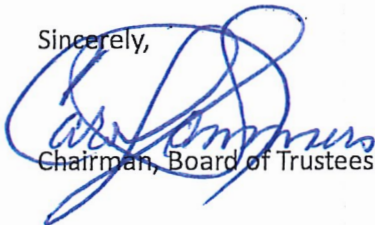
Under Chapter 418 Florida Statutes, the District is required to project revenues and expenditures and to adopt an annual budget by June 30th and the Special Assessment fee prior to July 1st for the fiscal year starting October 1, 2023. The law also requires that the proposed Budget and Assessment Fee, along with last years Financial Report, be published on the Districts website and be distributed to all District Property Owners. Summaries are included on the reverse side of this letter for review.

The Annual non-valorem is \$2317.00 or \$193.00 per month.

The independent Audit Report for the year ending September 2022 can be reviewed or copies obtained at the District Office upon request. The District will again arrange 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.

If you wish additional information or have suggestions on how to potentially improve Holiday Park, please feel free to contact us.

Sincerely,



Chairman, Board of Trustees

		Approved Budget 22 - 23	Oct- Feb Actual	Variance	Feb Annualize	Approved Budget 23- 24	
Ordinary Income/Expense							
Income							
Actual	0325200 · Gross Assessments	1,462,208	1,178,999.00	283,209	1,391,808.00	1,631,168	Annual Assessment \$2317 Monthly \$193/ monthly cost up \$20.00 from previous yr.
	0325250 - Tax Certificate	18,000	3,305.00	14,695	-	12,865	Income Return
Actual	0325290 · Assessment Adjustments	(70,000)	(43,896.00)	(26,104)	(71,000.00)	(70,000)	Discounts and unpaid assessments
		1,410,208	1,138,408.00	257,105	1,320,808.00	1,574,033	
	0361100 · Interest Income	500	6,687.00	(6,187)	16,048.80	10,000	
	0369900 · Other Income	30,000	5,158.00	24,842	12,379.20	20,000	App fees (buyer, renter, ACC) estoppels & decals
	0369902 · Laundry Income	1,000	978.00	22	2,347.20	1,000	
	Other Revenue	31,500	12,823.00	18,677	30,775.20	31,000	
	Total Income	1,441,708	1,151,231.00	275,782	1,351,583.20	1,605,033.00	
Expense							
	0511451 · Board Bond Ins	1,400	513.00	887	1,231.20	1,400	9 bonds/5 for changes of trustees
	0511491 · Election Fees	4,500	30.00	4,470	72.00	4,500	
	0511520 · Board Supplies	1,500	32.00	1,468	76.80	-	Not necessary at this time.
	0511522 · Uniforms- Board	600	-	600	-	-	Uniforms no longer required.
	0511523 · Training Board	1,000	466.00	534	1,118.40	1,000	Ethics, Public Records & Sunshine Law
		9,000	1,041.00	7,425	1,380.00	6,900	
	0512130 · Payroll - Executive (DM)	85,000	27,473.00	57,527	65,935.20	75,000	
	0512210 · Payroll Taxes - Executive	6,503	2,331.00	4,172	5,594.40	5,738	
	0512230 · Bonus Executive	14,000	-	14,000	-	-	
	0512240 · Workers Comp Ins- Executive	4,930	1,346.00	3,584	3,230.40	4,350	
	0512400 · Travel Reimb - Executive	200	-	200	-	200	
	0512551 · Education/Training- Exec	1,000	200.00	800	480.00	1,000	
	0513130 · Payroll - Admin	69,000	16,289.00	52,711	39,093.60	92,000	Potential Part time for ACC and 3% increase.(Merit and COLA)
	0513210 · Payroll Taxes - Admin	5,279	1,420.00	3,859	3,408.00	7,038	
	0513230 · Bonus - Admin	5,710	-	5,710	-	-	
	0513240 · Workers Comp Ins - Admin	4,002	1,204.00	2,798	2,889.60	5,336	
	0513321 · Professional Fees - Auditing	14,000	-	14,000	-	14,000	
	0513322 · Contract Accounting Services	9,200	3,835.00	5,365	9,204.00	9,200	Turnkey (Bookkeeping Cindy)
	0513340 · Payroll-related Services	4,000	1,450.00	2,550	3,480.00	3,000	CPA Payroll (includes year end)
	0513341 · Temporary Office Services	2,500	33,231.00	(30,731)	79,754.40	-	
	0513421 · Postage	1,000	624.00	376	1,497.60	1,200	2 mail outs, misc. bills, return receipts
	0513441 · Equipment Lease- Office	2,000	1,254.00	746	3,009.60	2,000	Ricoh copy machine (one general ledger account split 50% with gate)

Ordinary Income/Expense	Approved Budget 22 - 23	Oct- Feb Actual	Variance	Feb Annualize	Approved Budget 23- 24	
0513462 · R&M Office IT/Ops		-	-	-	5,000	website management : \$260 * 12 = 3120 and Misc. programs
0513471 · Deed Restriction Revision Exp	1,500	-	1,500	-	1,500	court filing fees, mail out paper, binders, etc
0513495 · Advertising Legal	500	-	500	-	500	Ad for budget & misc.
0513499 · Non Capitalized Equip- Office	1,500	-	1,500	-	1,500	chairs, desks, floor mats
0513510 · Office Expense & Supplies	4,000	2,694.00		6,465.60	5,000	paper, all office supplies
0513551 · Education/Training- Admin	100	-	100	-	1,000	
0513552 - Ad Valorem Taxes Paid to Palm Bay		-	-	-		
	235,923	93,351.00	141,266	224,042.40	234,561.50	
0514311 · Professional Fees - Legal	20,000	1,518.00	18,482	3,643.20	12,000	litigation
0514312 · Legal - Deed Rest. Enf.	1,000	-	1,000	-	1,000	violation letters etc.
0514313 - Professional Fees Legal - Tax Certificate Purchase	20,000	-	-	-	-	
	41,000	1,518.00	19,482	3,643.20	13,000	
Professional Website Mgmt	3,500	2,103.00		5,047.20	-	
0519411 · Telephone & Communications	7,200	2,304.00	4,896	5,529.60	7,200	
0519431 · Utilities - Electric	67,000	23,960.00	43,040	57,504.00	67,000	
0519432 · Utilities - Gas	2,000	858.00	1,142	2,059.20	2,000	
0519433 · Utilities - Water & Sewer	7,500	2,389.00	5,111	5,733.60	6,000	
0519442 · Equipment Lease- General	2,200	918.00	1,282	2,203.20	2,200	based on Y/E projection (Laundry Equipment)
0519451 · Insurance - Liability	15,000	4,726.00	10,274	11,342.40	13,000	
0519452 · Insurance - Property	16,500	4,723.00	11,777	11,335.20	16,500	
0519491 · Cable - TV	241,765	91,950.00	149,815	220,680.00	351,205	New spectrum contract less 20% door fee.
0519497 · Other Expense	1,000	2,677.00	(1,677)	6,424.80	2,500	
0519521 · Supplies Decals & Badges	3,000	315.00	2,685	756.00	3,000	Decal purchase: owner, renter, compound, golf cart (adding)
0519541 · Taxes, Fees & Licenses	5,000	2,159.00	2,841	5,181.60	5,000	Taxes, Operating Licenses (Pool etc.) [State & County]
	371,665	139,082.00	231,186	328,749.60	475,605	
0529130 · Payroll - Gate	127,725	49,056.00	78,669	117,734.40	138,100	New hire and allow for 3% increase (Merit and COLA)
0529210 · Payroll Taxes - Gate	9,771	4,304.00	5,467	10,329.60	10,565	
0529230 - Bonus Gate	3,620	-	3,620	-	-	
0529240 · Workers Comp Ins- Gate	7,408	2,367.00	5,041	5,680.80	8,010	
0529460 · R&M Gate	5,000	1,660.00	3,340	3,984.00	5,000	
0529490 · Flags	100	-	100	-	100	

	Approved Budget 22 - 23	Oct- Feb Actual	Variance	Feb Annualize	Approved Budget 23- 24	
Ordinary Income/Expense						
0513441 · Equipment Lease- Gate	2,000	-	2,000	-	2,000	Ricoh copy machine (one general ledger account split 50% with office)
0529499 · Non Capitalize Equip- Gate	200	-	200	-	200	Phones, computer
0529520 · Supplies - Gate	500	-	500	-	800	cleaning products, tp, etc.
0529521 · Uniforms- Gate	200	-	200	-	300	
	156,524	57,387.00	99,137	137,728.80	165,074	
0539130 · Payroll - Custodians	102,815	36,066.00	66,749	86,558.40	108,191	Allow for 3% increase (Merit and COLA)
0539210 · Payroll Taxes - Custodial	7,865	3,251.00	4,614	7,802.40	8,277	
0539230 · Bonus - Custodial	11,500	-	11,500	-	-	
0539240 · Workers Comp Ins-Custodial	5,963	1,739.00	4,224	4,173.60	6,275	
0539461 · R&M Buildings	10,000	4,582.00	5,418	10,996.80	12,000	
0539462 · R&M Lighting- Rec Center	500	-	500	-	1,000	
0539463 · R&M Equipment	1,500	-	1,500	-	1,500	
0539499 · Non Capitalized Equip-Custodial	-	-	-	-	-	
0539520 · Custodial Supplies	3,500	3,391.00	109	8,138.40	5,000	
0513341 · Temporary Office Services	10,000	1,975.00	8,025	4,740.00	-	
0539521 · Uniforms- Custodial	200	94.00	106	225.60	350	
	153,844	51,098.00	102,746	122,635.20	142,593	
0541461 · R&M Streets	3,000	-	3,000	-	4,000	
0541463 · R&M Signage	1,000	-	1,000	-	3,000	
0541464 · R&M Drainage	4,600	-	4,600	-	-	To be addressed next budget cycle. Currently not feasible
	8,600	-	8,600	-	7,000	
0572130 · Payroll - Grounds Crew	45,760	52,482.00	(6,722)	125,956.80	145,685	Added 2 FT and 1 PT and 3% increase (Merit and COLA)
0572210 · Payroll Taxes - Grounds	3,501	4,593.00	(1,092)	11,023.20	11,145	
0572240 · Workers Comp Ins-Grounds	2,654	3,421.00	(767)	8,210.40	8,450	
0572341 · Contract Services	207,090	98,764.00	108,326	237,033.60	295,365	Outside contractor Motivated Lawn with 2% inc
0572342 · Landscape Management	10,000	-	10,000	-	-	
0572431 · Landscape Trash Removal	8,000	7,742.00	258	18,580.80	8,000	Republic
0572461 · R&M Grounds	5,000	5,648.00	(648)	13,555.20	6,000	contractor / Alpine
0572462 · R&M Pools & Rec Facilities	25,000	10,464.00	14,536	25,113.60	25,000	Pool Supplies and chemicals only
0572463 · R&M Irrigation System	4,000	715.00	3,285	1,716.00	4,000	
0572468 · Vehicle Repair	150	-	150	-	1,400	Expected Maintainence

	Approved Budget 22 - 23	Oct- Feb Actual	Variance	Feb Annualize	Approved Budget 23- 24	
Ordinary Income/Expense						
0572521 Supplies-Grounds	3,000	163.00	2,837	391.20	-	Combined under Landscape Supplies/Grounds
0572522 · Fuel	1,000	320.00	680	768.00	1,500	
0572524 · Supplies Recreational	1,000	-	1,000	-	-	Combined under Landscape Supplies/Grounds
0572525 · Uniforms- Grounds	100	-	100	-	600	
0572526 · Landscape Supplies/Grounds	250	-	250	-	4,000	Combined Grounds and Recreational Supplies
0572591 · Depr Exp - Parks & Rec	-	-	-	-	-	
	316,505	184,312.00	132,193	442,348.80	511,145	
0519621 · Capital Outlay- Buildings & Imp	30,000	74,200.00	(44,200)	178,080.00	6,750	Amount from budget to fund reserve accounts
0519631 · Capital Outlay- Infrastructure	30,000	-	30,000	-	-	Not allocated due to budget constraints
0519641 · Capital Outlay- Grounds Equipment	30,000	-	30,000	-	13,900	Amount from budget to fund reserve accounts
0519642 · Capital Outlay- Furn, Fixt & Eq		-	-	-	-	Not allocated due to budget constraints
	90,000	74,200.00	15,800	178,080.00	20,650	
Contingency Expense	58,648	-	58,648		28,505	Based on raising annual assessment from \$2278 to \$2317.
Total Expense	1,441,708	601,989.00	816,482	1,438,608.00	1,605,033	
Net Ordinary Income	0	549,242.00	540,700	(87,024.80)	0	