



Advanced Meeting Package

Workshop Meeting

*Thursday
May 2, 2024
9:00 a.m.*

*Location:
Grand Haven Room
Grand Haven Village Center
2001 Waterside Pkwy,
Palm Coast, FL 32137*

*Note: The Advanced Meeting Package is a working document and thus all materials are considered **DRAFTS** prior to presentation and Board acceptance, approval or adoption.*

Grand Haven Community Development District

250 International Parkway, Suite 208
Lake Mary, FL 32746
321-263-0132

Board of Supervisors
Grand Haven Community Development District

Dear Board Members:

The Workshop Meeting of the Board of Supervisors of the Grand Haven Community Development District is scheduled for **Thursday, May 2, 2024, at 9:00 a.m.** at the **Grand Haven Room**, at the **Grand Haven Village Center**, located at **2001 Waterside Parkway, Palm Coast, Florida 32137**.

An advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact me at (321) 263-0132 X-193 or dmcinnes@vestapropertyservices.com. We look forward to seeing you at the meeting.

Sincerely,

David McInnes

David McInnes
District Manager



Community Development District

Meeting Date:	Thursday, May 2, 2024	Ways to Follow Meeting:	Zoom – Listen Only
Time:	9:00 AM	Call-in Number:	+1 (929) 205-6099
Location:	Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137	Meeting ID:	705 571 4830#

Workshop Agenda

- I. Call to Order/ Roll Call**
- II. Pledge of Allegiance**
- III. Audience Comments** – *(limited up to 3 minutes per individual for agenda items)*
- IV. Presentation of Proof of Publication(s)**
- V. Discussion Topics**
 - A. Safety & Security – Supervisor Polizzi
 - B. FY 2025 Proposed Budget – continued
 - 1. 2pg. Recap
 - 2. Operations & Maintenance – Detailed
 - 3. Capital Projects – Detailed
- VI. Audience Comments** – *(limited up to 3 minutes per individual for non-agenda items)*
- VII. Next Meeting Quorum Check: May 16, 9:00 AM**

[Exhibit 1](#)

[Exhibit 2](#)

[Exhibit 3](#)

[Exhibit 4](#)

[Exhibit 5](#)

John Polizzi	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Dr. Merrill Stass-Isern	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Kevin Foley	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Michael Debitetto	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Nancy Crouch	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

VIII. Action Items Review

IX. Adjournment

EXHIBIT 1

**GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF BOARD OF SUPERVISORS WORKSHOP MEETING**

Notice is hereby given that a workshop meeting of the Board of Supervisors of the Grand Haven Community Development District (the “**District**”) will be held on Thursday, May 2, 2024, at 9:00 a.m. at the Grand Haven Village Center, Grand Haven Room, 2001 Water-side Parkway, Palm Coast, Florida 32137. The purpose of the meeting is to discuss matters brought to the board.

Copies of the agenda may be obtained from the District Manager, Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746, Telephone (321) 263-0132, Ext. 193.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued in progress without additional notice to a date, time, and place to be specified on the record at the meeting. There may be occasions when Staff and/or Supervisors may participate by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the meeting is asked to advise the District Manager’s office at least forty-eight (48) hours before the meeting by contacting the District Manager at (321) 263-0132, Ext. 193. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, for assistance in contacting the District Manager’s office.

A person who decides to appeal any decision made at the meeting, with respect to any matter considered at the meeting, is advised that a record of the proceedings is needed and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Grand Haven Community Development District

David McInnes, District Manager

(321) 263-0132, Ext. 193

April 25, 2024

24-00131F

EXHIBIT 2

SAFETY AND SECURITY

NEXT STEPS DISCUSSION AND DIRECTION



ACTIVITIES TO DATE:

- **Met with Operations Supervisor to Review Status of Proposals**
- **Reviewed Outstanding Proposals and activities covered**
- **Reviewed Folders and recommendations from previous Board initiative**
- **Operations Supervisor arrange call with TEM President and our IT Services Provider**
- **Discussed GateHouse Remote Guard Solution and applicability**

TEM SYSTEMS PARTNERSHIP

- **TEM is current provider of existing Security & Access Capabilities**
- **Currently using 10 Modules focused on Resident Portal, Visitor Access, and access tools**
- **TEM is a integrated product supplier of software and products for Access Control**
- **President has visited G.H. and been involved in proposing a direction**
- **Proposal would expand our capabilities to remote access control and imaging**
- **Solution expands our control access at Gates and thru Guard utilization of automation**
- **Gate House and Remote Guard Kiosks cost \$102,000. and \$270/month from TEM**

TEM NEW PROPOSAL INCLUDES

- **New capabilities include Remote Guard Module and four remote Kiosks**
- **Resident Credentials can be managed at the Gate Kiosks**
- **Access Control thru Kiosks centrally operated by Guards and Administrator**
- **Imaging capabilities can include documents and Driver License capture**
- **Expiration Dates for visitors, contractors and renters can be set**
- **Additional Devices can check badges at Amenities in G.H.**
- **Pass scanning as well as Pass Printing(Wild Oaks /Crossings) thru Kiosks**

IMPLEMENTATION CONSIDERATIONS

- **Alignment to Board Objectives, need definition**
- **Training for Staff, Guards, and Residents**
- **Costs for TEM Proposal included, other components not estimated**
- **Communication Program and on-going process not established**
- **Last implementation duration approximately a year**

FEATURES DISCUSSED NOT INCLUDED

- **Walking Path Access Control**
- **Vehicle Trap System, prevent piggy backing, Dual Gates**
- **Evening Roving Guard Patrols**
- **Perimeter Protecting, fencing of G.H.**
- **Video Expansion for Access Control, variation of TEM Access Devices**
- **Others TBD???**

BOARD DIRECTION ON NEXT STEPS

- **Determine Objectives and Priorities by Board, possible third party assistance**
- **Agree on expansion of TEM Proposal with additional Features**
- **Move forward with TEM Recent Proposal to Contract and Plan**
- **Defer any additional steps until Board updates Long Term Plan**
- **Other Options???**



APPENDIX

- **Will include recap of previous Board work**

EXHIBIT 3

Date & Time 3/24/2024 0:00

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTAL
Year	ADOPTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
O&M												
Field Ops	1220	1283	1343	1437	1538	1646	1761	1884	2016	2157	2308	19795
Amenity Ops	837	934	999	1069	1144	1224	1310	1402	1500	1605	1717	14592
Staff	970	1011	1087	1157	1231	1311	1397	1488	1586	1691	1803	15535
Admin	273	289	313	328	349	372	397	428	451	481	513	4488
Utilities	333	350	374	401	429	459	491	525	562	601	643	5486
Security	323	310	332	355	380	406	435	465	498	533	570	4860
Insurance	131	196	209	230	253	278	306	337	371	408	448	3277
IT	96	100	107	114	123	131	140	150	161	172	184	1568
Total	4183	4473	4764	5091	5447	5827	6237	6679	7145	7648	8186	69601
YOY % Change	10.22%	6.93%	6.51%	6.86%	6.99%	6.98%	7.04%	7.09%	6.98%	7.04%	7.03%	
O&M Assessment	2238	2406	2586	2780	2989	3213	3454	3713	3992	4291	4610	
YOY % Change	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.4%	
Capital												
Roads--Specific Projects	30	232	267	291	272	261	269	374	314	353	378	3191
Road Repairs (Annually)	0	32	34	35	37	39	41	43	45	47	49	402
Concrete--Curb and Gutter (Annually)	151	158	166	174	183	192	202	212	223	234	246	2291
Concrete-Sidewalk Repair (Annually)	51	53	56	59	61	65	68	71	75	78	82	719
Lake Aerator (Annually)	38	39	40	41	43	44	45	47	48	49	74	508
Café	357	384	0	8	0	0	11	8	34	59	16	877
Pools	10	77	22	93	112	8	88	62	63	0	175	814
Landscape	56	58	60	61	63	65	67	69	71	157	231	1013
Lightpoles (Annually)	31	32	34	36	38	39	41	43	46	48	50	468
Firewise (Annually)	52	55	58	61	64	67	70	74	77	81	85	774
Pond Bank Erosion (Annually)	30	38	39	41	42	43	44	46	47	48	50	468
Mtnce Equip	18	76	0	0	5	114	0	83	9	62	27	394
Tennis	0	45	5	0	5	50	107	0	0	45	6	278
Mons. & Mailboxes	17	50	18	18	45	20	57	21	22	58	22	364
Piers & Bridges	0	0	0	4	0	0	161	60	18	681	38	962
Fitness Centers	0	0	53	40	42	23	28	35	18	48	0	287
Croquet	0	13	59	0	61	0	0	0	0	29	4	177
Basketball	0	8	0	6	7	0	44	54	58	0	0	177
Security Camera & DVR	0	11	12	13	13	14	15	15	16	17	18	144
Furniture, Fixtures and Equipment	0	34	0	0	0	0	0	77	59	0	0	170
Flooring	0	56	0	0	0	0	0	72	62	0	0	190
Roof	30	0	0	0	0	0	103	0	12	0	0	145
Bocce	0	0	15	0	0	0	0	0	0	0	35	50
Irrigation Pump	0	0	57	0	0	0	0	0	0	0	155	212
Parking Lot Expansion	0	0	24	0	0	0	0	0	0	0	0	24
Playground and Parks	0	0	1	0	51	0	17	0	119	0	28	216
Pickelball	0	0	5	0	0	5	0	0	0	0	12	22
A/C Units & Water Heater	0	0	0	5	57	0	5	81	0	0	0	148
Gate Equipment	0	13	13	14	15	16	16	17	18	19	20	161

Street Signs	0	10	10	10	10	10	10	10	10	10	15	10	105
Tiki Hut	0	18	6	4	0	0	0	0	0	58	0	0	86
Sound System	0	0	36	45	0	0	0	0	0	0	0	0	81
Office Tech	17	19	0	0	0	0	36	5	0	0	0	0	77
Other	0	3	27	42	37	4	38	10	45	2	65	65	514
Total	888	1514	1117	1101	1263	1079	1583	1589	1567	2130	1876	1876	16509

45 in 2032 is for fencing around the reuse water pond

Assessment	491	528	568	610	656	705	758	815	876	942	1013	1013
YOY % Change	7.4%	7.5%	7.6%	7.4%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%

Total	Assessment	2729	2934	3154	3390	3645	3918	4212	4528	4868	5233	5623
	YOY % Change	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%

Fund Balance	Unassigned	O&M	708	718	574	445	328	227	145	78	41	29	49
	YOY Change		-61	10	-144	-129	-117	-101	-82	-67	-37	-12	20
	Disaster at 3.5%		776	803	832	861	891	922	954	988	1022	1058	1095
	WC at 2.5 months/2 months		871	746	794	849	908	971	1039	1113	1191	1275	1365

	SRF	1617	1052	955	950	866	1054	833	708	715	277	220
YOY Change		-6	-565	-97	-5	-84	188	-221	-125	7	-438	-57

	Total FB (O&M + SRF)	3972	3319	3155	3105	2993	3174	2971	2887	2969	2639	2729
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Fund Balance not to drop below \$500 K		2325	1770	1529	1395	1194	1281	978	786	756	306	269
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EXHIBIT 4

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
REVENUES					
Assessments Levied (net of allowable discounts):					
Assessment Levy - General Fund	\$ 3,761,135	\$ 4,019,578	\$ 3,865,387	\$ 4,319,519	7.46%
Assessment Levy - Infrastructure Reinvestment	\$ -	\$ -	\$ -	\$ -	
Assessment Levy - Escalante Fund (Statement 2)	\$ -	\$ -	\$ -	\$ -	
On Roll Excess Fees	\$ 17,611	\$ -	\$ -	\$ -	
Additional Revenues:					
Fund Balance Forward	\$ -	\$ 108,535	\$ -	\$ 89,136	-17.87%
Reuse water	\$ 20,271	\$ 23,000	\$ 8,422	\$ 23,000	0.00%
Gate & amenity guest	\$ 11,167	\$ 9,000	\$ 4,567	\$ 9,000	0.00%
Tennis	\$ 1,275	\$ 500	\$ 493	\$ 500	0.00%
Room rentals & Rec. Center Use Fee	\$ 11,750	\$ 2,000	\$ 1,050	\$ 2,000	0.00%
Interest - investments	\$ 32,422	\$ 20,000	\$ 63,256	\$ 30,000	50.00%
Miscellaneous	\$ 1,625		\$ 3,140	\$ -	
Amenity activity share		\$ -	\$ -	\$ -	
Insurance proceeds		\$ -	\$ -	\$ -	
Grant		\$ -	\$ -	\$ -	
Settlements		\$ -	\$ -	\$ -	
State reimbursement - Hurricane		\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 3,857,256	\$ 4,182,613	\$ 3,946,315	\$ 4,473,155	6.95%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
EXPENDITURES					
ADMINISTRATIVE					
Supervisors - regular meetings	\$ 8,800	\$ 12,000	\$ 4,800	\$ 12,000	0.00%
Supervisor - workshops	\$ 7,600	\$ 9,000	\$ 3,200	\$ 9,000	0.00%
District Management Services					
District management	\$ 42,924	\$ 41,508	\$ 22,110	\$ 44,413	7.00%
Administrative	\$ 10,712	\$ 11,033	\$ 5,517	\$ 11,806	7.00%
Accounting	\$ 22,119	\$ 22,783	\$ 11,391	\$ 24,378	7.00%
Assessment roll preparation	\$ 9,734	\$ 10,026	\$ 5,013	\$ 10,727	7.00%
Disclosure report	\$ -	\$ -	\$ -	\$ -	
Arbitrage rebate calculation	\$ -	\$ -	\$ -	\$ -	
Office supplies	\$ -	\$ 1,103	\$ -	\$ 1,180	7.00%

Postage	\$ 5,909	\$ 3,308	\$ 890	\$ 3,539	7.00%
Trustee	\$ -	\$ -	\$ -	\$ -	
Audit	\$ 6,800	\$ 4,950	\$ -	\$ 4,400	-11.11%
Legal - general counsel	\$ 118,423	\$ 106,605	\$ 68,002	\$ 114,067	7.00%
Engineering	\$ 39,879	\$ 40,000	\$ 7,624	\$ 42,800	7.00%
Engineering: Stormwater Analysis Report (5 Year Intervals)	\$ -	\$ -	\$ -	\$ -	
Legal advertising	\$ 2,681	\$ 5,733	\$ 1,190	\$ 6,134	7.00%
Bank fees	\$ 1,515	\$ 1,654	\$ 963	\$ 1,770	7.00%
Dues & licenses	\$ 175	\$ 193	\$ 175	\$ 206	7.00%
Property taxes	\$ 2,563	\$ 2,646	\$ 2,496	\$ 2,831	7.00%
Tax collector	\$ -	\$ -	\$ -	\$ -	
Contingencies & Administrative-Other	\$ 3,437	\$ -	\$ -	\$ -	
TOTAL ADMINISTRATIVE	\$ 283,271	\$ 272,540	\$ 133,371	\$ 289,251	6.13%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
INFORMATION AND TECHNOLOGY					
IT support	\$ 33,542	\$ 30,244	\$ 14,994	\$ 35,890	18.67%
Village Center and Creeside telephone & fax	\$ 6,860	\$ 7,423	\$ 3,846	\$ 7,906	6.50%
Cable/internet-village center/creekside	\$ 16,110	\$ 13,500	\$ 8,466	\$ 14,445	7.00%
Wi-Fi for gates/Hot Spots	\$ -	\$ 5,396	\$ -	\$ 30,745	469.81%
Landlines/hot spots for gates and cameras	\$ 27,697	\$ 29,106	\$ 15,309	\$ -	-100.00%
Cell phones	\$ 5,885	\$ 8,028	\$ 3,142	\$ 8,390	4.50%
Website hosting & development	\$ 2,079	\$ 1,670	\$ 872	\$ 1,787	7.00%
ADA website compliance	\$ 220	\$ 232	\$ 210	\$ 248	7.00%
Communications: e-blast	\$ 336	\$ 551	\$ 260	\$ 590	7.00%
TOTAL INFORMATION AND TECHNOLOGY	\$ 92,729	\$ 96,150	\$ 47,099	\$ 100,000	4.00%

3/7/2024 Workshop: Combined

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
INSURANCE					
Insurance: general liability & public officials	\$ 110,628	\$ 131,034	\$ 150,395	\$ 195,514	49.21%
Insurance: property	\$ -	\$ -	\$ -	\$ -	
Insurance: auto general liability	\$ -	\$ -	\$ -	\$ -	
Flood insurance	\$ -	\$ -	\$ -	\$ -	
TOTAL INSURANCE	\$ 110,628	\$ 131,034	\$ 150,395	\$ 195,514	49.21%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
UTILITIES					
Electric					
Electric services - #12316, 85596, 65378	\$ 8,126	\$ 6,399	\$ 3,611	\$ 8,939	39.70%
Electric- Village Center - #18308	\$ 37,925	\$ 38,761	\$ 20,145	\$ 41,718	7.63%
Electric - Creekside - #87064, 70333	\$ 27,204	\$ 26,456	\$ 11,544	\$ 29,924	13.11%
Street lights	\$ 27,552	\$ 24,610	\$ 14,284	\$ 30,307	23.15%
Propane - spas/café	\$ 30,473	\$ 44,762	\$ 23,839	\$ 32,911	-26.48%
Garbage - amenity facilities	\$ 14,188	\$ 16,758	\$ 8,852	\$ 17,931	7.00%
Water/sewer					
Water services	\$ 144,518	\$ 135,000	\$ 79,886	\$ 151,744	12.40%
Water - Village Center - #324043-44997	\$ 19,796	\$ 14,884	\$ 8,944	\$ 21,776	46.30%
Water - Creekside - #324043-45080	\$ 8,434	\$ 8,048	\$ 5,168	\$ 9,277	15.27%
Pump house shared facility	\$ 1,996	\$ 17,089	\$ 675	\$ 5,473	-67.97%
TOTAL UTILITIES	\$ 320,212	\$ 332,765	\$ 176,948	\$ 350,000	5.18%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
FIELD OPERATIONS					
Stormwater system					
Aquatic contract	\$ 54,093	\$ 60,000	\$ 27,858	\$ 63,600	6.00%
Aquatic contract: lake watch	\$ 4,628	\$ 5,000	\$ 1,986	\$ 5,350	7.00%
Aquatic contract: aeration maintenance	\$ 1,289	\$ 4,410	\$ 1,042	\$ 4,719	7.00%
Lake bank spraying	\$ -	\$ 6,756	\$ -	\$ 7,161	6.00%
Stormwater system repairs & maintenance	\$ -	\$ 16,538	\$ -	\$ 17,199	4.00%
Property maintenance					
Horticultural consultant	\$ 9,600	\$ 10,584	\$ 6,000	\$ 11,325	7.00%
Landscape enhancement	\$ -	\$ -	\$ -	\$ -	
Landscape repairs & replacement	\$ 42,858	\$ 22,050	\$ 18,730	\$ 47,144	113.80%
Landscape maintenance contract services (FY 2025: First Year of Contract)--VerdeGo	\$ 638,537	\$ 696,000	\$ 332,039	\$ 697,155	0.17%
Landscape maintenance: Yellowstone	\$ 54,128	\$ 61,196	\$ 30,000	\$ 75,900	24.03%
Tree maintenance (Oak tree pruning)	\$ 44,800	\$ 39,690	\$ 38,400	\$ 49,280	24.16%
Optional flower rotation	\$ -	\$ 25,000	\$ -	\$ 25,000	0.00%
Irrigation repairs & replacement	\$ 33,749	\$ 42,000	\$ 11,573	\$ 40,000	-4.76%
Roads & bridges repairs	\$ 8,351	\$ 16,538	\$ -	\$ -	-100.00%
Sidewalk repairs & replacement	\$ 1,063	\$ -	\$ -	\$ -	
Street light maintenance (including but not limited to Photocell, globe, and bulb replacement)	\$ 9,172	\$ 5,000	\$ 1,060	\$ 10,089	101.78%
Vehicle repairs & maintenance	\$ 15,505	\$ 10,000	\$ 4,767	\$ 17,056	70.56%

Office supplies: field operations	\$ 14,240	\$ 15,435	\$ 9,078	\$ 16,515	7.00%
Holiday lights	\$ 6,911	\$ 9,923	\$ 4,664	\$ 10,617	7.00%
CERT operations	\$ 496	\$ 500	\$ -	\$ 500	0.00%
Community maintenance	\$ 93,560	\$ 145,000	\$ 65,844	\$ 153,700	6.00%
Storm clean-up/Hurricane Clean up	\$ 158,810	\$ 28,665	\$ -	\$ 30,672	7.00%
Miscellaneous contingency	\$ 12,640	\$ -	\$ -	\$ -	
TOTAL FIELD OPERATIONS	\$ 1,204,430	\$ 1,220,284	\$ 553,041	\$ 1,282,982	5.14%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
STAFF SUPPORT					
Payroll	\$ 604,676	\$ 700,000	\$ 320,542	\$ 742,000	6.00%
Merit pay/bonus	\$ 24,945	\$ 45,000	\$ 25,821	\$ 45,000	0.00%
Payroll taxes	\$ 49,534	\$ 50,000	\$ 27,063	\$ 53,000	6.00%
Health insurance	\$ 98,413	\$ 128,260	\$ 60,049	\$ 137,238	7.00%
Insurance: workers' compensation	\$ 12,214	\$ 30,000	\$ 10,561	\$ 20,000	-33.33%
Payroll services	\$ 4,238	\$ 6,250	\$ 2,410	\$ 6,250	0.00%
Mileage reimbursement	\$ 9,300	\$ 10,000	\$ 3,771	\$ 8,000	-20.00%
Vehicle Allowance	\$ -	\$ -	\$ -	\$ -	
Additional Staffing	\$ -	\$ -	\$ -	\$ -	
TOTAL STAFF SUPPORT	\$ 803,320	\$ 969,510	\$ 450,217	\$ 1,011,488	4.33%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
AMENITY OPERATIONS					
Amenity Management & Operations (Contract ends FY 2024)	\$ 632,226	\$ 628,887	\$ 332,320	\$ 700,000	11.31%
A/C maintenance and service	\$ 19,984	\$ 4,300	\$ 3,650	\$ 21,982	411.25%
Fitness equipment service	\$ 3,477	\$ 8,269	\$ 1,230	\$ 3,651	-55.85%
Music licensing	\$ 4,020	\$ 4,000	\$ 3,827	\$ 4,280	7.00%
Pool/spa permits	\$ 877	\$ 965	\$ -	\$ 1,032	7.00%
Pool chemicals	\$ 20,139	\$ 25,440	\$ 10,963	\$ 26,585	4.50%
Pest control	\$ 2,489	\$ 4,300	\$ 1,165	\$ 2,663	-38.06%
Amenity maintenance	\$ 155,378	\$ 150,000	\$ 92,785	\$ 157,500	5.00%
Special events	\$ 15,503	\$ 11,025	\$ 7,674	\$ 16,278	47.65%
TOTAL AMENITY	\$ 854,093	\$ 837,185	\$ 453,614	\$ 933,972	11.56%

	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
SECURITY					
Gate access control staffing (Year to Year contract)	\$ 207,408	\$ 225,323	\$ 112,507	\$ 228,149	1.25%
Additional guards	\$ -	\$ 8,820	\$ -	\$ 7,000	-20.63%
Guardhouse facility maintenance	\$ 13,971	\$ 25,000	\$ 6,739	\$ 26,750	7.00%
Gate communication devices	\$ 9,858	\$ 23,153	\$ 6,243	\$ 11,041	-52.31%
Gate operating supplies	\$ 12,339	\$ 35,000	\$ 7,931	\$ 30,000	-14.29%
Fire & security system	\$ 6,095	\$ 5,843	\$ 3,525	\$ 7,009	19.95%
TOTAL SECURITY	\$ 249,671	\$ 323,139	\$ 136,945	\$ 309,949	-4.08%
TOTAL O&M EXPENDITURES	\$ 3,918,354	\$ 4,182,607	\$ 2,101,630	\$ 4,473,155	6.95%

	FY 2023 ACTUAL FROM AUDITED	FY 2024 ADOPTED	10/1/2023-3/31/2024	FY 2025 PROJECTED	
FUND BALANCES					
Beginning Balance	\$ 2,525,507	\$ 2,464,406		\$ 2,355,867	
Excess (deficiency) of revenues over (under) expenditures	\$ (61,098)	\$ 6		\$ (0)	
Adjustments for Rounding Numbers	\$ (3)	\$ (10)			
Transfer In (Out)		\$ (108,535)		\$ (89,136)	
Ending Fund Balance	\$ 2,464,406	\$ 2,355,867		\$ 2,266,731	
Nonspendable:					
Committed:					
Disaster	\$ 750,000	\$ 776,250		\$ 803,419	
Assigned:					
5 months (1-1-22), 2-3 months (1-1-27), 4 months	\$ 945,505	\$ 871,376		\$ 745,526	
Subsequent Year's Expenditures					
Unassigned	\$ 768,901	\$ 708,241		\$ 717,786	
Ending Balance	\$ 2,464,406	\$ 2,355,867		\$ 2,266,731	

EXHIBIT 5

Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2025	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$12,763
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$158,259
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$53,093
Annual - Firewise Projects	4	Firewise Projects	\$55,008
Annual - Road Repairs	5	Road Repairs	\$31,907
Annual - Security Camera System	6	Camera and DVR Replacement	\$11,487
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$32,418
Annual--Pond Bank Reinforcement	468	Pond Bank Erosion Issues	\$38,198
Furniture, Fixtures & Equipment - Creekside Amenity Center	121	Furnishings/Decorating Allowance - Clubhouse ((CAC))	\$23,185
	122	Furniture, Outdoor, Composite Tbl/Chair - (CAC) Croquet	\$10,488
	126	Tiki Bar, Ice Machine - (CAC)	\$6,839
	127	Tiki Bar, Microwave - (CAC)	\$2,094
	130	Tiki Bar, Sink, Hand - (CAC)	\$674
Furniture, Fixtures & Equipment - Miscellaneous Electronics	8	Electronics, Office Technology Allowance - CDD Office	\$19,064
	131	Café, Computer Workstation, Point Of Sale - Cafe Bar (VC)	\$6,956
Furniture, Fixtures & Equipment - Village Center	134	Cafe, Cooler, 3 Door Reach-In - Bar (VC)	\$0
Maintenance Equipment	97	Maint, Pressure Washer	\$8,115
	98	Maint, Utility Vehicle - Kawasaki Mule	\$17,389
	99	Maint, Vehicle, 2024 Ford-F250, 2WD (Additional Fleet Vehicle)	\$50,428
Mechanical and Electrical - Creekside Amenity Center	155	Drinking Fountain, Outdoor - Creekside Amenity Center	\$3,202
Misc Building Components - Creekside Amenity Center	101	Door, Metal Overhead - Tiki Bar (CAC)	\$7,935
	102	Finish, Tile Floor - Clubhouse (CAC) Patio	\$56,275
Misc Building Components - Village Center	157	Café, 2nd Part X Renovation Allowance - (VC)	\$376,764
Misc Site Improvements - Basketball Courts	104	Basketball Court Resurfacing, Asphalt Base - (CAC)	\$7,500
	105	Basketball Court Resurfacing, Asphalt Base - Wild Oaks	\$0
Misc Site Improvements - Croquet Courts	161	Shelter Fabric, Recover - Croquet (CAC Large Shelter	\$6,666
	162	Shelter Fabric, Recover - Croquet (CAC) Small Shelter (x4)	\$5,796
Misc Site Improvements - Irrigation, Landscaping, Lakes, Drainage	240	Lake Aerator (Annual)	\$39,056
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$57,964
Misc Site Improvements - Monument & Entry Feature Refurbishment	164	Refurbishment Allowance - Monument and Mailbox	\$50,081
Misc Site Improvements - Pool Area - Creekside Amenity Center	113	Pool Finish, Exposed Aggregate & Tile Trim	\$77,435
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$10,000
Misc Site Improvements - Tennis Facility	35	Tennis Court Resurfacing, Clay - (VC) Courts 1-7	\$45,000
Paving	168	Roadway	\$231,855
Grand Total			\$1,513,892

OS/OM is checking with DE on price