



**Community  
Development District**

**May 19, 2022**

**Regular Meeting  
Agenda**



**OFFICE OF THE DISTRICT MANAGER**  
**250 International Parkway, Suite 208 • Lake Mary, Florida 32746**  
**Phone: (321) 263-0132 • Toll-free: (877) 276-0889**

May 12, 2022

**ATTENDEES:**

**Meetings/Workshops are now held in person. During public comments, please state your name and address.**

Residents may view via Zoom using the information below:

Link:

<https://vestapropertyservices.zoom.us/j/7055714830?pwd=dUFTN091cjVHZzluYUN0blEwUUYYdz09>

Meeting ID: 7055714830

District Website: <https://www.grandhavencdd.org/>

**Board of Supervisors**  
**Grand Haven Community Development District**

Dear Board Members:

The Board of Supervisors of the Grand Haven Community Development District will hold a Regular Meeting on Thursday, May 19, 2022, at 9:00 a.m., in the Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137.

- I. Call to Order/ Roll Call**
- II. Pledge of Allegiance**
- III. Audience Comments** – *(For non-agenda items-limited up to 3 minutes per individual)*
- IV. Staff Reports**
  - A. Amenity Manager: John Lucansky [Exhibit 1](#)
  - B. District Engineer: David Sowell
  - C. Operations Manager: Barry Kloptosky
    1. Presentation of Capital Project Plan Tracker [Exhibit 2](#)
    2. Monthly Report [Exhibit 3](#)
  - D. District Counsel: Scott Clark
    1. **Discussion of Draft Update of Rules, Policies, & Fees** [Exhibit 4](#)
  - E. District Manager: David McInnes
    1. **Action Item Report** [Exhibit 5](#)
    2. **Meeting Matrix** [Exhibit 6](#)



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**V. Consent Agenda Items**

- A. Consideration for Acceptance – The March 2022 Unaudited Financial Report [Exhibit 7](#)
- B. Consideration for Acceptance – The April 2022 Unaudited Financial Report [Exhibit 8](#)
- C. Consideration for Approval – The Minutes of the Board of Supervisors Workshop Meeting Held April 7, 2022 [Exhibit 9](#)
- D. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held April 21, 2022 [Exhibit 10](#)

**VI. Business Items**

- A. Consideration & Adoption of **Resolution 2022-08**, Approve of FY 2022-2023 Meeting Schedule [Exhibit 11](#)
- B. Presentation of Flagler County Number of Qualified Electors – F.S. 190.006 – 2,927 [Exhibit 12](#)
- C. General Election – Flagler County Qualifying Period – Noon, June 13, 2022 thru Noon, June 17, 2022
- D. Consideration of Resident Survey (continued)
  - 1. Agreement on Final Wording of Draft Survey [Exhibit 13](#)
  - 2. Selection of Vendor [Exhibit 14](#)
- E. Consideration of Date for Town Hall Style Workshop with Residents

**VII. Supervisors Requests**

**VIII. Action Item Summary**



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**IX. Next Meeting Quorum Check: June 2, 9:00 AM**

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 Flanagan	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Chip Howden	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

**X. Adjournment**

Should you have any questions regarding the agenda, please email me at [dmcinnes@dpfgmc.com](mailto:dmcinnes@dpfgmc.com).

Sincerely,

*David McInnes*

David McInnes  
District Manager

# EXHIBIT 1



## Monthly Amenity Update

*Date of report: 5-11-2022*

*Submitted by John Lucansky*

Supervisors,

Please see the monthly Amenity update. March and April were busy months for the pools and amenities. The first 2 weeks of May we have seen a slight decline in amenity usage.

A retirement celebration for Robert Ross was held on May 4<sup>th</sup> with over 100 residents attending. Good luck to Robert on his retirement.

Once the Pickleball shade structures are in place a grand opening ceremony will commence followed by a Pickleball festival, that includes pickleball games and BBQ cookout.

Croquet will also have a grand opening once those structures are in place. I will coordinate the event with Croquet President.

The Tiki hut trial opening will start June 4<sup>th</sup> and will be open 11:00am -7:00pm Saturdays and Sundays through July. This will include a pool side menu, full bar, including beer, wine, and spirits. Specialty drinks will also be available along with soft drinks. Cash and credit/cards will be accepted. The only time it will not be open on those days is if someone rents out the pool area for a private party.

I want to bring back resident appreciation day in July. We haven't had this event the past two years. Cost would be \$5.00 person and would include a fabulous BBQ buffet with all the fixings. This would be a CDD special event with the off-setting food and entertainment cost paid by the special event funds.

If you have any questions, feel free to give me a call.

John

## We continue to monitor the survey and questionnaires

### Café and Amenities surveys/questionnaires

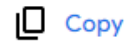
*I review the results and feedback weekly; this ensures the amenities and cafe stay up to the excellent standard we expect*

1. *New café, restroom, and fitness center satisfaction survey questionnaires are available*
  - a. The survey is part of a new QR codes scanner system. This helps us stay on top of resident feedback and continue providing high quality food and service in the café.
  - b. Residents can scan the QR codes with their phones and can answer a short 5 question survey on their experience. Surveying is anonymous unless a customer elects to provide their contact info to have management follow back up with them individually.
  - c. The amenity manager receives the survey results/suggestions in real time.
  - d. We are continuing to strive to provide the best experience when visiting the café and feel strongly that this concept gives up the needed feedback to do so.

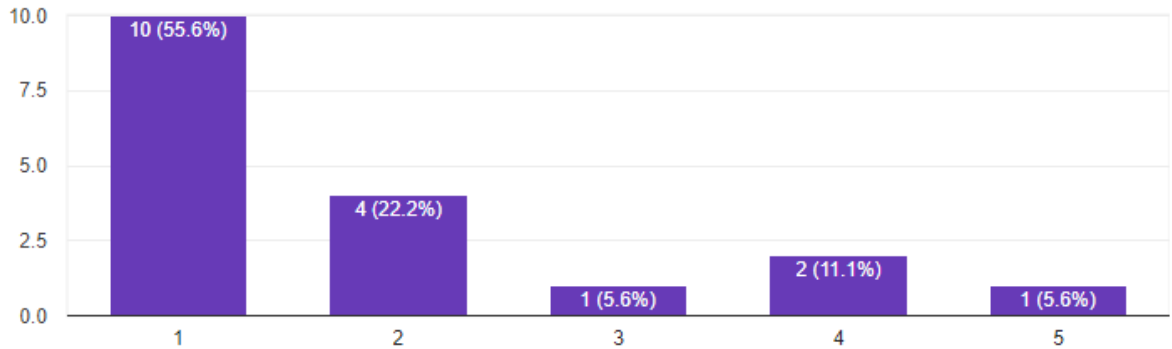


## Recent results from the Café satisfaction survey as of 5-1-2022

Please rate your overall satisfaction with the café.



18 responses



### Café Events

1. Trivia Night every 3<sup>rd</sup> Wednesday of each month, 6:00-7:30 in the Waterside Café
  - e. *Inside and outside seating available*
  - f. Prizes are Café gift cards for 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place.
  - g. No charge for the residents
  - h. Four dinner specials are available to trivia contestants. The full menu and specials are available for residents dining.
2. Bingo is back
  - a. Every 4<sup>th</sup> Tuesday of the month, 4-6pm in the Grand Haven room
  - b. 100 reservations max



**Programs/Fitness Classes:**

*We continually strive to bring a wide variety and all resident requested classes/programs to Grand Haven.*

Updated weekly schedules for both Creekside and Village center are available at the Village Center office, schedules are also posted on the website and bulletin boards at each Amenity center. We also offer hard copies for the residents to take home. These are updated weekly to reflect all CDD and HOA meetings, Rentals, CERT meeting days/times, and any other closures for renovations.

*Here's a list of everything offered to the residents and participation #'s as of 5/10/2022  
(Supervisors Request)*

<b><u>Class/Program</u></b>	<b><u>Participation</u></b>	<b><u>Class/Program</u></b>	<b><u>Participation</u></b>
Ballet	15-20	Zumba	20-40
Tai Chi	10-15	Chess	2-6
Table Tennis	10-16	Move to Music	30-60
Pilates	4-12	Mahjong	4-8
Hearts	4-8	Dominos	4-8
Canasta	4-8	Rumi Kub	4-12
Bridge	4-12	Sit and Dance	10-18
Book Club	6-12	Cards	4-12
Bingo	100-110	Trivia	80-110
Kick line	8-16	Ballroom Dancing	4-10
Bunco	4-10	Aqua Zumba	15-40
Ladies Self Defense	18		

# GRAND HAVEN ROOM ACTIVITIES

MAY 2022

TIME	MON 5-9	TUES 5-10	WED 5-11	THURS 5-12	FRI 5-13	SAT 5-14	SUN 5-15
8:00-9:00	Ballet 7:50-8:50	Ballet 8:00-9:30	Ballet 7:50-8:50	Ballet 8:00-9:20	Kick Line 7:50-8:50		
9:00-10:00	Zumba 9:00-9:50		Move To Music 9:00-10:00	Zumba 9:30-10:20	Move To Music 9:00-9:50	Pilates 8:45-10:00	
10:00-11:00	Tai Chi 10:10-10:55	Table Tennis 10:00-12:00	Table Tennis 10:15-1:00	Table Tennis 10:30-12:30	Tai Chi 10:10-10:55	Zumba 10:10-11:00	
11:00-12:00	Tai Chi 11:10-11:55				Tai Chi 11:10-11:55		
12:00-1:00							
1:00-2:00	Open Play 1:00-4:00	Paula F's Group (Private Group)		Rummikub 1:00-4:00 (Private Group) 2 Tables	Open Play 1:00-4:00		
2:00-3:00	Bridge (Open) Bridge (Private) Mahjong	3 tables With pads					Hearts 2:00-4:00 3 Tables/Pads
3:00-4:00	Chess						
4:00-5:00							
5:00-6:00					Table Tennis 5:00-6:30 (Private Group)		
6:00-7:00			Table Tennis 6:00-8:00				
7:00-8:00							

# CREEKSIDE ACTIVITIES

MAY 2022

TIME	MON 5-9	TUES 5-10	WED 5-11	THURS 5-12	FRI 5-13	SAT 5-14	SUN 5-15
8:00-9:00							
9:00-10:00	Yoga 9:30-11:00	Yoga 9:30-10:30		Yoga 8:30-9:30			
10:00-11:00			Sit & Dance 9:30-10:15	Yoga 10:00-11:30			
11:00-12:00							
12:00-1:00							
1:00-2:00	Mahjong 1:00-4:00	Mahjong 1:00-4:00 (Private Group) 3 Tables	Mexican Train 1:00-4:00 4 Tables	Mahjong 1:00-4:00 (Private Group) 4 Tables/Pads	Canasta/ Rummikub 1:00-4:00 (Private Group) 6 Tables		
2:00-3:00	(Private Group) 1 Table outside 4 Tables inside				Book Club 2:00-4:00		
3:00-4:00	Book Club 3:00-5:00						
4:00-5:00							
5:00-6:00							
6:00-7:00	Mahjong 6:00-8:00						
7:00-8:00	3 Tables						

## Grand Haven Fitness Activities

# Water Aerobics

### Village Center Pool



Monday: 10:00-11:00

Tuesday: 10:00-11:00

Wednesday: 10:00-11:00

Thursday: 10:00-11:00

Friday: 10:00-11:00

### Creekside Pool



Monday: 8:00-10:00

Tuesday: 8:00-10:00

Wednesday: Aqua Zumba 10:30

Thursday: 8:00-10:00

Friday: 8:00-10:00

## **Tennis ball recycle program**

*Amenity Manage looking into getting sponsor to assume the cost to keep the program going.*

The below statement was from the sales rep for the recycle program

We started this as a no-cost program in 2017. Unfortunately, with increased demand and operational expenses, we can no longer sustainably cover these costs. We hope to return to a no-cost program in the future once we have secured additional funding.

**At this time, we are only providing replacement 10 packs to sponsored facilities.** We have you on our no-cost replacement waitlist (now at least 6 months out) but this waitlist may be extended or canceled.

### **Jumpstart this program now!**

We have changed our terms and have made it easier than ever for you to secure a sponsor and fund this program. [Get started here. Your replacements will ship immediately.](#)

- Now you can [Jumpstart this program](#) on a 3-month basis (\$195) and then acquire a sponsor (an individual, team, or business) to fully fund and extend this program.

## Amenity Facility Checklist Management

**QR Code Readers:** This process will allow for instantaneous reporting from the Facilitators to management for each amenity (tot lots, bocce courts, restrooms, pickleball courts, etc.) and provides electronic validation that the amenity location was checked at the stamped date and time. This will replace our current paper-based checklist process. The system uses QR codes that will be placed at each amenity (tennis, pickleball, basketball courts, restrooms, bocce, spas, pools, tot lots, croquet courts....)

1. The facilitator must go to each amenity and scan the codes, complete their inspection of relevant checklist items, their name, and write any comments needed (such as issues they could not immediately remedy).
2. The comments are immediately available to the amenity manager so that any issues can be resolved; any appropriate issues can be reported to the Operation Manager without delay.
3. *These amenity location checks will be done multiple times per day.*
4. *Major areas (restrooms, and high traffic areas) will be checked every 3 hours (5 times a day) and slower traffic areas every 6 hours (3 times a day)*
5. *Management will check reports once a week for all areas. Monthly reports will be given to the CDD board in the Amenity managers' report.*
6. Management will continue to spot check completed checklists and associated amenity locations to ensure quality is maintained and coaching is done as needed.

## Observation reports

**(These go directly to the Amenity Manager -daily- and if needed forwarded to the CDD office)**

## Pool Guest passes:

1. Over 634 **guest passes** have been issued by 5/10. All passes are numbered and registered by the resident, with a 2-week term limit.
2. **Over 250 guest passes issued in March alone (Spring break guest)**
3. Passes are logged and tracked at each amenity center.

## Website Directory:

1. 857 registered residents as of 5/10/2022.

## CDD Revenues:

**Tennis and ball machine rental monies are now taken by CDD office**

## EXHIBIT 2

**GRAND HAVEN  
COMMUNITY DEVELOPMENT DISTRICT  
FY2021/2022 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER  
5/10/2022**

Line	Type	Description	Location	Budgeted Cost	Approved Cost	Additional Change \$ (+/-)	Invoiced Amount	Comments/Notes
1	E	Concrete Curbing Replacement Plan	Community Wide	100,000	137,952	37,952	56,990	Current round of repairs in progress
2	C	Sidewalk Replacement Plan	Community Wide	50,000	15,207		15,207	Waiting for proposal for next round of repairs
3	RES	Paving Project: The Crossings, Village Center South Parking Lot	Village Center	272,000	198,950	(73,050)	198,950	Corrections complete. Final inspection approved by engineer
4	E	Village Center North-Parking Lot Expansion - 1x cost to construct	Village Center	250,000	-	-	-	The Board is currently reevaluating options before proceeding
5	E	Phase 3 Bathroom Renovation	Village Center	150,000	212,700	62,700	121,474	Contracts fully executed. Waiting for scheduled start date.
6	E	Additional Trailer	Maintenance Equipment	5,000	4,696	(304)	4,696	Complete. Trailer in use
7	E	Planned-Pool Heater Replacements (4)	Creekside/Village Center	45,000	25,940	(19,060)	25,940	4 units replaced at Village Center
8	E	Planned-Street Light Replacement (10)	Community Wide	60,000	60,000			Priority list for FY 2022 complete. In the process of ordering materials
9	E	High Speed Commercial Copier / Scanner / Printer-Replacement	Village Center	11,425	1,073	(10,352)	1,073	Printer delivered and installed at Village Center office
10	E	Landscape Projects	Community Wide	100,000	26,077		26,077	In progress
11	C	Firewise Projects	Community Wide	30,000	12,300		12,300	In progress. Waiting for permit approval from SJWMD
12		Aeration Installation - Pond 37			10,888	10,888	5,444	Contract fully executed. Waiting for date of installation
13		Pond Bank Reinforcement - Coquina			58,200	58,200	29,100	5 out of 8 locations complete, remaining 3 in progress.
14		Crosswalk Safety Project					5,269	Parts and materials have been ordered. Waiting for proposal for concrete work
15			<b>Total Capital Projects for FY 2022</b>	<b>1,073,425</b>	<b>763,983</b>	<b>66,974</b>	<b>502,520</b>	
16								
17			<b>FY2020/2021 Carryover Projects</b>					
18	E	Croquet Court Expansion - Cost for Shade Canopies, etc.		20,000	15,500	(4,500)	15,500	Complete and open for resident use. Canopies on order
19	E	Pickleball Expansion		30,000	35,020	5,020	35,020	Complete and open for resident use. Canopies on order
20	RES	Rubber Tile Flooring - Creekside Fitness Center		8,600	8,600	(8,600)	-	
21	E	Phase 2 Village Center Bathroom Renovation			3,722	3,722	3,722	Remaining doors for shower areas being installed and trimmed
22	C	Crossings Curb and Gutter Repair			84,547	84,547	84,547	Complete
23			<b>Total Carryover Projects from prior year</b>	<b>58,600</b>	<b>147,389</b>	<b>80,189.38</b>	<b>138,789</b>	
24			<b>GRAND HAVEN Total</b>	<b>1,132,025</b>	<b>911,372</b>	<b>147,163.31</b>	<b>641,309</b>	

**Type**  
C Critical  
E Essential  
R Request  
RES Reserve Study

Budgeted cost	This amount is adopted at the public hearing, Board must approve projects
Approved cost	This amount is a refined/actual number based upon either estimates or proposals This could involve a contingency amount, usually a NTE amount.
Change \$ (+/-)	This is an amount above or below the approved amount. Sometimes referred to as a change order amount.
Invoiced Amount	This is the actual invoiced amount and should match the Approve/Change amount

# EXHIBIT 3





## Operations Manager's Report – May 19<sup>th</sup>, 2022

- **CROSSWALK SAFETY PROJECT**
  - District Engineer has provided drawings for the traffic safety crosswalks at The Village Center and Creekside.
  - Parts and materials ordered.
  - Waiting for proposal for concrete work.
  
- **CURB AND GUTTER REPAIRS**
  - Current list of repairs in progress.
  
- **POND BANK EROSION**
  - Eight locations have currently been evaluated and approved for pond bank repairs.
  - 5 out of 8 locations have been completed.
  - The 3 remaining locations are in progress.
  
- **CDD OFFICE NETWORK/SECURITY UPGRADES**
  - Phase 1 upgrades nearing completion.
  - Phase 2 upgrades in progress.
  
- **CONSTRUCTION OF TWO NEW PICKLEBALL COURTS AT VILLAGE CENTER**
  - Courts complete and open for resident use.
  - Canopies on order. Waiting for scheduled installation date.

Barry Kloptosky • Operations Manager  
Grand Haven CDD  
2 N. Village Pkwy  
Palm Coast FL. 32137  
P: 386-447-1888 • F: 386-447-1131

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# GRAND HAVEN



## COMMUNITY DEVELOPMENT DISTRICT

- **CONSTRUCTION OF NEW CROQUET COURTS AT CREEKSIDE**
  - Courts complete and open for resident use.
  - Canopies on order. Waiting for scheduled installation date.
  
- **PHASE II VILLAGE CENTER BATHROOM RENOVATIONS**
  - Project has been completed with the exception of the 4 interior doors.
  - The doors had to be returned and reordered because they were incorrect.
  - Door trim and jambs are being installed.
  
- **PHASE III VILLAGE CENTER BATHROOM RENOVATIONS**
  - Proposals for Phase III, which include plumbing, tile, and shower renovations, have been approved.
  - The Board has authorized proceeding with Phase III of the project.
  - Contracts have been fully executed.
  - Waiting for scheduled start date from contractor.
  
- **FISH KILL IN POND 37**
  - A fish kill occurred on October 23<sup>rd</sup>, 2021, in Pond 37 which is located behind Eastlake Drive, Hidden Lake Way, and Southlake Drive.
  - The fish restocking has been completed on February 10<sup>th</sup>, 2022.
  - A proposal for the addition of aeration to Pond 37 has been submitted and approved by the Board.
  - The contract has been fully executed; the contractor will provide an installation date.
  - Installation of power source to the aeration equipment is in progress.

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○ **CREEKSIDE FISHING PIER REPAIRS**

- For safety reasons, the Creekside fishing pier has been closed for repairs.
- This project has been completed with material costs only.
- 100% of labor completed by staff resulting in a cost savings to the community of approximately \$55,000.

○ **DAMAGE TO WILD OAKS GATE**

- Recently a delivery truck attempted to enter Wild Oaks through the exit gate and damaged the gate in the process.
- Staff was able to straighten the gate enough for temporary use.
- A new gate has been installed.
- The individual responsible for the damage has been identified and will be reimbursing the District for the cost of damage repair.

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# EXHIBIT 4

  
**GRAND HAVEN**  
**COMMUNITY DEVELOPMENT DISTRICT**

**RULES, POLICIES AND FEES FOR  
ALL AMENITY FACILITIES**

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*Amended through September 19, 2019, 2021 by the Board of  
Supervisors*

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**Adopted: 9/19/2019/2021**

**Grand Haven Village Center Office**  
2001 Waterside Parkway  
Palm Coast, Florida 32137  
(386) 447-0192

**Operations Manager's Office**  
2 North Village Parkway  
Palm Coast, Florida 32137  
(386) 447-1888

## **DEFINITIONS**

**“Amenity Facilities”** – shall mean the properties and areas owned by the District and intended for recreational use and shall include, but not specifically be limited to, the Village Center and the Creekside Athletic Club, together with their appurtenant facilities and areas, the Wild Oaks dog park facility and appurtenant common areas, the golf course parking areas owned by the District, the sidewalks and other areas adjacent to Waterside Parkway, the Esplanade, together with any other such facilities referenced in these Rules. Amenity Facilities shall also include any other areas described in these Rules and the lakes/stormwater ponds owned by the District to the extent that they may be used for fishing purposes as described below. “Amenity Facility” shall mean any of the Amenity Facilities, individually.

**“Amenity Facilities Policies” or “Policies” or “Rules”** – shall mean these Amenity Facilities Policies of Grand Haven Community Development District, as amended from time to time.

**“Amenity Manager”** – shall mean the management company, including its employees, staff and agents, contracted by the District to manage all Amenity Facilities within the District, which facilities include, but are not limited to, the Village Center and the Creekside Athletic Club.

**“Annual User Fee”** – shall mean the fee established by the District for any person that is not a Property Owner and wishes to become a Non-Resident Amenity Member. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

**“Board of Supervisors” or “Board”** – shall mean the Grand Haven Community Development District’s Board of Supervisors.

**“Daily Guest”** – shall mean any person or persons who are invited for the day by a Patron to participate in the use of the Amenity Facilities.

**“Designated Parking Area”** – shall mean the area designated for parking adjacent to a specific Amenity Facility, individually.

**“District”** – shall mean the Grand Haven Community Development District.

**“District Manager”** – shall mean the professional management company with which the District has contracted to provide management services to the District.

**“Family”** – shall mean no more than two persons over the age of eighteen (18) years, occupying a single dwelling unit and using common cooking facilities, together with their lineal descendants or adopted children, but for purposes of these Rules governing use of the Amenity Facilities, a Family shall not exceed two (2) persons for each bedroom contained in the originally permitted design for the dwelling unit owned or rented by the Family. Whenever these Rules refer to use of the Amenity Facilities by Registered Renters, a family shall consist only of those

persons listed on a written lease agreement and their lineal descendants or adopted children, not to exceed two (2) persons for each bedroom contained in the originally permitted design for the dwelling unit. Whenever these rules refer to use of the Amenity Facilities by a Non-Resident Amenity Membership, a Family shall not exceed five (5) persons in total.

**“House Guest”** – shall mean any person who is temporarily residing as a guest in a Property Owner’s or Registered Renter’s home overnight for one night or longer. A House Guest may not be a resident of Flagler County, Florida.

**“Non-Resident”** – shall mean any person or persons that do not own property within the District or who are not Registered Renters.

**“Non-Resident Amenity Member”** – shall mean any person or Family not owning property in the District who is paying the Annual User Fee to the District for use of all Amenity Facilities.

**“Patron” or “Patrons”** – shall mean Property Owners, Daily Guests, House Guests, Non-Resident Amenity Members, and Registered Renters/Leaseholders, each of whom is eighteen (18) years of age and older.

**“Property Owner”** – shall mean any person or family owning property within the Grand Haven Community Development District. For purposes of this definition and these Rules, “owning property within the Grand Haven Community Development District” shall refer to those residential properties that are contained within the jurisdictional boundaries established by ordinance for the Grand Haven Community Development District and which are contained within the “benefitted properties” being assessed annually for the District’s Operation and Maintenance Special Assessments levied pursuant to Fla. Stat. §190.021(3).

**“Renter”** – shall mean any tenant residing in a Property Owner’s home pursuant to a valid rental or lease agreement.

**“Registered Renter”** -- a tenant to whom a Property Owner has assigned the beneficial rights to use the Amenity Facilities pursuant to these Rules.

### **PHOTO IDENTIFICATION CARDS**

Photo ID Cards, or other forms of identification or access control established by the Board of Supervisors from time to time, will be issued to all members of each Property Owner’s household as well as all Registered Renters and Non-Resident Amenity Members; this includes children thirteen (13) years of age and older. There is a charge, as established by the Board of Supervisors from time to time, to replace lost or stolen cards. The District may, from time to time, provide for the use of electronic devices intended to admit entry to the perimeter vehicle entry points by remote means (the “Gate Access Device” or “GAD”). Possession and use of a GAD is a privilege, not a right associated with Property ownership or other form of membership, and is subject to policies as they may be established by the Board of Supervisors, from time to

time. It is a condition for the use of the Amenity Facilities that a Property Owner, Registered Renter or Non-Resident Amenity Member shall have complied with registration and access control policies established by the Board of Supervisors.

Notwithstanding the foregoing, or any other provision in these Rules, the Village Center Cafe shall be available for use by paying customers who are accompanied by a Property Owner, Registered Renter or Non-Resident Amenity Member but who are not themselves Property Owners, Registered Renters or Non-Resident Amenity Members (a “Cafe Guest”) without the necessity of obtaining a Photo ID Card or paying a Daily Guest Fee. Any Cafe Guest is still bound to follow the provisions of these Rules that do not relate to Photo ID Cards or fees, including specifically the rules relating to conduct within the Amenity Facilities. A Cafe Guest shall not be permitted in or utilize portions of the Amenities other than the Cafe and restrooms without complying with other provisions of these Rules relating to Daily Guests. The Board of Supervisors shall have the authority to adopt and amend policies, from time to time, to prevent Village Center Cafe users from circumventing the intent of the access provisions contained herein.

#### **GRAND HAVEN ANNUAL USER FEE**

The Annual User Fee for any person or Family not owning real property within the District is \$3,000.00 per year. This payment must be paid in full at the time of completion of the Non-Resident Amenity Member application and the corresponding agreement. This fee will cover membership to all Amenity Facilities for one (1) full year from the date of receipt of payment by the District. Each subsequent annual membership fee shall be paid in full on the anniversary date of application for membership. Failure to pay the annual membership fee shall result in a termination of the use rights provided for herein. Such fee may be increased, not more than once per year, by action of the Board of Supervisors, to reflect increased costs of operation of the amenity facilities; such increase may not exceed ten percent (10%) per year, except to the extent that a greater increase is adopted pursuant to Fla. Stat. §190.035(2). This membership is not available for commercial purposes.

#### **HOUSE GUESTS AND DAILY GUESTS**

- (1) House Guests and Daily Guests must register with the office of the Amenity Manager. The Property Owner or Registered Renter inviting the House Guest or Daily Guest must be present upon registration, unless other arrangements have been made with the Amenity Manager’s office (example: out of state property owners and seasonal residents). A daily usage fee of ten dollars (\$10.00) per Daily Guest must be paid by Property Owner or Registered Renter upon guest registration.
- (2) Property Owners or Registered Renters who have registered a House Guest or Daily Guests are responsible for any and all actions taken by such House Guest or Daily Guest. Violation by a House Guest or Daily Guest on any of these Policies as set forth by the



District could result in loss of that Property Owner or Registered Renter's privileges and membership.

#### **RENTER'S PRIVILEGES**

- (1) Property Owners who rent out or lease out their unit(s) in the District shall have the right to designate the Renter (thereafter, the "Registered Renter") of their residential unit(s) as the beneficial users of the Property Owner's membership privileges for purposes of Amenity Facilities use. The District shall adopt and enforce procedures to provide for the written assignment of the membership privileges between the Property Owner and the Renter which shall, among other things, identify the persons who will occupy the residence and be entitled to exercise the membership privileges, require submission of a copy of the lease or rental agreement and adequate identification of those persons to the District and discontinue the use rights of such Property Owners during the term of any assignment of membership privileges.
- (2) In order for the Renter to be entitled to use the Amenity Facilities, the Renter must acquire a membership with respect to the residence which is being rented or leased. A Renter who is designated as the beneficial user of the Property Owner's membership shall be entitled to the same rights and privileges to use the Amenity Facilities as the Property Owner and is further identified as a Registered Renter.
- (3) During the period when a Registered Renter is designated as the beneficial user of the membership, the Property Owner shall not be entitled to use the Amenity Facilities with respect to that membership. Any identification cards or other devices permitting access to the Amenity Facilities and any GAD must be surrendered to the District and may be deactivated by the District.
- (4) Property Owners shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Property Owners are responsible for the deportment of their respective Renter.
- (5) Renters shall be subject to such other rules and regulations as the Board may adopt from time to time.

#### **FACILITY USAGE FEES**

- (1) A Daily Usage Fee as established by the Board of Supervisors from time to time will be charged to all Daily Guests using any of the Amenity Facilities for the day. The right to the use of the Amenity Facilities is only good for the day on which the fee is paid. This Daily Usage Fee entitles such Daily Guest to the access and use of all Amenity Facilities within the rules and regulations established by the Board.

- (2) The Daily Usage Fee may be increased, not more than once per year, by action of the Board, to reflect increased cost of operation of the Amenity Facilities. Such increase may not exceed ten percent (10%) per year.
- (3) The Daily Usage Fee will be collected by the Amenity Manager, on behalf of the District, for all Amenity Facilities. The Daily Usage Fee shall be fully non-refundable after receipt by the Amenity Manager.
- (4) Special events, tournaments or league play, and fees for the same, must be previously approved by the Board prior to the date of such event. A list of Daily Guest participants must be provided to the Amenity Manager and all fees must be collected prior to holding the event. All District rules apply to all participants.
- (5) The Board of Supervisors may adopt and define policies, from time to time, that permit limited passive use of certain of the Amenity Facilities for strictly social and passive purposes with a reduced daily usage fee (the "Limited Daily Usage Fee"). The Limited Daily Usage Fee shall not permit access to recreational facilities, but is intended for social gatherings and the like. The Board shall by resolution adopt any such policies, set the Limited Daily Usage Fee, establish restrictions and amend such policies, fees and restrictions from time to time.

#### **GENERAL FACILITY PROVISIONS**

- (1) The Board reserves the right to amend, modify, or delete, in part or in their entirety, these Policies when necessary, at a duly-noticed Board meeting, and will notify the Patrons of any changes. However, in order to change or modify rates or fees beyond the increases specifically allowed for by the District's rules and regulations, the Board must hold a duly-noticed public hearing on said rates and fees.
- (2) Children under thirteen (13) years of age must be accompanied at all times by a parent or adult Patron over eighteen (18) years of age.
- (3) All hours of operation of Amenity Facilities, including holiday schedules, will be established and published by the District as the Board determines from time to time.
- (4) Dogs and all other pets (with the exception of a Service Animal complying with Fla. Stat. §413.08(1)(d)) are not permitted **at the Amenity Facilities** excluding the Wild Oaks Estates Dog Park. In the event a special event is held, as previously approved by the Board, and dogs are permitted at the Amenity Facilities as part of the special event, they must be leashed. Patrons are responsible for picking up after all pets as a courtesy to residents. All such animals must be in compliance with the Chapter 8 of the City of Palm Coast Code of Ordinances, including, without limitation, the provisions in Section 8-31 regarding leashes of no more than eight feet in length, and the provisions of Section 8-28 regarding removal of nuisance animals.

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It is the owners' responsibility to ensure that all dogs are healthy, vaccinated and collared with identification.

- (5) Parking is available at the Village Center and Creekside during normal operating hours for Patrons and Daily Guests using the amenities at these locations and as specifically permitted by the Operations Manager. It is a violation of these Rules to park in the Designated Parking Area of an Amenity Facility, *except* while actively using that specific Amenity Facility or an Amenity adjacent to it. This prohibition includes all parking in a Designated Parking Area when the adjacent Amenity Facility is closed. Overnight and Daily Guest and House Guest overflow parking is not permitted without written permission of the Operations Manager. Vehicles may not be parked in any space not designated as a parking space, on grass lawns, or in any way which blocks another vehicle or the normal flow of traffic. Vehicles in violation of these Rules are subject to being towed. Patrons violating these Rules may be subject to suspension or termination of Amenity Privileges as set forth below (see section entitled "Restriction or Suspension of District Privileges").
- (6) Fireworks of any kind are not permitted anywhere at or on the Amenity Facilities or adjacent areas.
- (7) Only District employees are allowed in the service areas of the Amenity Facilities.
- (8) Patrons, House Guests and Daily Guests must present their ID cards or guest passes when requested by staff at any Amenity Facility.
- (9) The Board of Supervisors (as an entity), the Operations Manager, the Amenity Manager and its staff shall have full authority to enforce these policies.
- (10) All lost or stolen ID cards should be reported immediately to the Amenity Manager's office. A fee as established by the Board of Supervisors from time to time will be assessed for any replacement cards.
- (11) Smoking is not permitted at any of the Grand Haven Amenity Facilities except within designated smoking areas.
- (12) House Guests must be registered and accompanied by a Patron before entering the Amenity Facilities. Once registered, House Guests may enter unaccompanied by Patron.
- (13) Disregard for rules or policies may result in expulsion from the Amenity Facilities and/or loss of Amenity Facilities privileges in accordance with the procedures set forth herein.
- (14) Glass and other breakable items are not permitted at any Amenity Facility.
- (15) Patrons, House Guests and Daily Guests shall treat all staff members with courtesy and respect.

- (16) ~~Off-road bikes/Highway vehicles, as defined by Fla. Stat. §261.03(5), are prohibited on all property owned, maintained and operated by the District or on any of the Amenity Facilities.~~
- (17) The District will not offer childcare services to Patrons, House Guests and Daily Guests at any of the Amenity Facilities.
- (18) Skateboarding, hoverboards, Razor® brand or similar scooters or any similar movable device with one or more wheels, and rollerblading are not allowed on the Amenity Facilities property at any time. This includes, but is not limited to, the Village Center, Creekside Athletic Club, tennis courts, basketball courts, pickleball courts, croquet courts, athletic fields, playground area, and sidewalks surrounding these areas.
- (19) Performances at any Amenity Facility, including those by outside entertainers, must be approved in advance by the Amenity Manager.
- (20) All food and beverages consumed at the Village Center facilities must be provided by the Village Center per the District's contract with the Amenity Manager.
- (21) Except as specifically prohibited herein, alcoholic beverages may be sold, served and consumed on the Amenity Facility premises in accordance with state and local laws. Alcoholic beverages may only be sold to adults twenty-one (21) years of age or older, and shall not be sold for off-premises consumption. All alcoholic beverages consumed or possessed on the Amenity Facilities premises must be purchased at the Amenity Facilities, except as otherwise provided by the Amenity Manager. The Amenity Manager reserves the right to refuse service to any Patron, House Guests or Daily Guests when that person appears to be intoxicated.
- (22) Commercial advertisements shall not be posted or circulated in the Amenity Facilities. Petitions, posters or promotional material shall not be originated, solicited, circulated or posted on Amenity Facilities property unless approved in writing by the Amenity Manager.
- (23) The Amenity Facilities shall not be used for commercial purposes without written permission from the Amenity Manager and the District Manager. The term "commercial purposes" shall mean those activities which involve, in any way, the provision of goods or services for compensation.
- (24) Firearms or any other weapons are not permitted in any of the Amenity Facilities, except to the extent that state and federal law limits the right of the District to impose restrictions against firearms.
- (25) The Amenity Manager reserves the right to authorize all programs and activities, including the number of participants, equipment and supplies usage, facility reservations, etc., at all Amenity Facilities, except usage and rental fees that have been established by the Board. The Amenity Manager also has the right to authorize management-sponsored

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events and programs to better serve the Patrons, and to reserve any Amenity Facility for said events (if the schedule permits) and to collect revenue for those services provided. This includes, but is not limited to, various athletic events and programs, and children's programs, social events, etc. Should the District be entitled to any of these revenues based on its established rental or usage fees, the Amenity Manager will be required to compensate the District accordingly.

- (26) Loitering (the offense of standing idly or prowling in a place, at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable and reasonable alarm or immediate concern for the safety of persons or property in the vicinity) is not permitted at any Amenity Facility.
- (27) All Patrons shall abide by and comply with any and all federal, state and local laws and ordinances while present at or utilizing the Amenity Facilities, and shall ensure that any minor for whom they are responsible also complies with the same.
- (28) Bicycles, and scooters must be parked in bike racks provided at all Amenity Facilities. Do not park or chain bicycles or scooters to entry gates, breeze way gates, light poles or parking lot signs. Bicycles, scooters, skateboards, hoverboards and the like should not be ridden or left in walkways, breeze ways or on pool decks at any time. In the event that these items are found parked around the facilities in an area other than at the bike racks, they will be collected by the staff and taken to the Amenity Manager's office. The District Board may from time to time, by resolution, prescribe an administrative and storage fee for items which are removed and stored because of violations of this rule.  
*Bicycle* means every vehicle propelled solely by human power having two (2) tandem wheels, and including any device generally recognized as a bicycle though equipped with two (2) front or two (2) rear wheels. The term does not include an electric bicycle, motorized scooter or similar device.  
*Electric bicycle* means any bicycle or tricycle equipped with fully operable pedals, a seat or saddle for use of the rider, and an electric motor of less than seven hundred fifty (750) watts. This definition includes all classes of electric bicycle under F.S. 316.003(22).  
*Motorized scooter* means any vehicle or micromobility device without pedals that is powered by a motor with or without a seat or saddle for the use of the rider, which is designed to travel on not more than three (3) wheels, and which is not capable of propelling the vehicle at a speed greater than twenty (20) miles per hour on level ground as defined by F.S. 316.003(45).

Nothing in this section 28 is intended to exclude motorized wheelchairs.

### **LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY**

- (1) Each Patron, House Guests and Daily Guests, as a condition of invitation to the Amenity Facilities, assumes sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss or damage to any private property used or stored on or in any of the Amenity Facilities, whether in lockers or elsewhere.
- (2) No person shall remove from the room in which it is placed, or from any Amenity Facility, any property or furniture belonging to the District or its contractors without proper authorization from the Amenity Manager or the Board. Patrons shall be liable for any property damage and/or personal injury at the Amenity Facilities, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, which is caused by the Patron, House Guests and Daily Guests or family member(s). The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses it suffers due to property damage or personal injury caused by a Patron, House Guests and Daily Guests or family member(s).
- (3) Any Patron, House Guests and Daily Guests or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the District or its contractors, or who engages in any contest, game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the District, either on or off the Amenity Facilities' premises, shall do so at his or her own risk, and shall hold the Amenity Facilities' owners, the District, the Board of Supervisors, District employees, District representatives, District contractors and District agents, harmless from any and all loss, cost, claim, injury, damage or liability sustained or incurred by him or her, resulting therefrom and/or from any act of omission of the District, or their respective operators, supervisors, employees, representatives, contractors or agents. Any Patron shall have, owe, and perform the same obligation to the District and their respective operators, supervisors, employees, representatives, contractors, and agents hereunder with respect to any loss, cost, claim, injury, damage or liability sustained or incurred by any House Guests and Daily Guests or family member of such Patron.
- (4) Should any party bound by these Policies bring suit against the District, the Board of Supervisors or staff, agents or employees of the District, or any Amenity Facility operator or its officers, employees, representatives, contractors or agents in connection with any event operated, organized, arranged or sponsored by the District or any other claim or matter in connection with any event operated, organized, arranged or sponsored by the District, and fail to obtain judgment therein against the District or the Amenity Facilities' operators, officers, employees, representatives, contractors or agents, said party bringing suit shall be liable to the prevailing party (i.e. the District, etc.) for all costs and expenses incurred by it in the defense of such suit, including court costs and attorney's fees through all appellate proceedings.

## **GENERAL GRAND HAVEN AMENITY FACILITY USAGE POLICY**

All Patrons, House Guests and Daily Guests using the Amenity Facilities must sign in to indicate amenity usage or activity.

All Patrons, House Guests and Daily Guests using the Amenity Facilities are expected to conduct themselves in a responsible, courteous and safe manner, in compliance with all policies and rules of the District governing the Amenity Facilities. Violation of the District's Policies and/or misuse or destruction of Amenity Facility equipment may result in the suspension or termination of District Amenity Facility privileges with respect to the offending Patron, House Guests and Daily Guests.

**Hours:** The District Amenity Facilities and Designated Parking Areas are open and available for use by Patrons ("Open") during normal operating hours to be established and posted by the District. At all other times the District Amenity Facilities and Designated Parking Areas, including without limitation, the Creekside building and pool, the Village Center building pool, are closed and unavailable for use by Patrons ("Closed"). An Amenity Facility which is secured by a gate or fence shall be Closed when the gate or fence is in a closed position and secured by a lock or similar device. An Amenity Facility which is not secured by a gate or fence (including, without limitation, basketball courts, ~~soocer~~ **fields** and the Wild Oaks dog park) are Closed from thirty (30) minutes after sunset until sunrise. An Amenity Facility may also be Closed when it is in need of repair or maintenance work, which takes precedence over the use of the Amenity Facility or other scheduled activities. It is a violation of these Rules to use an Amenity Facility or Designated Parking Area when it is Closed. Patrons violating these Rules may be subject to suspension or termination of Amenity Privileges as set forth below (see section entitled "Restriction or Suspension of District Privileges").

**Parking:** Patrons must comply with the District's parking policies as set forth in paragraph (5) of the General Facility Provisions, above.

**Emergencies:** After contacting 911 if required, all emergencies and injuries must be reported to the Amenity Manager (386) 447-0192 or Operations Manager (386) 447-1888 and to the office of the District Manager (877) 276-0889.

**District Equipment:** All equipment owned by the District and available for use by Patrons, House Guests and Daily Guests must be signed out at the Amenity Manager's office, and the Amenity Manager shall retain that Patron's ID card as security for the return of the equipment. The Patron who signs out the equipment is responsible for its use and return as signed out. Should the equipment be returned damaged, missing pieces or in worse condition than when it was signed out, that Patron, House Guests and Daily Guests will be responsible to the District for any cost associated with repair or replacement of the equipment.

**Alcoholic Beverage Policy:** All alcoholic beverages consumed at the Village Center must be furnished by the Village Center. Alcoholic beverages may be sold, served, and consumed on the premises in accordance with state and local laws.

***Please note that the Amenity Facilities are unattended facilities. Persons using the Amenity Facilities do so at their own risk. Amenity Manager's staff members are not present to provide personal training, exercise consultation or athletic instruction, unless otherwise noted, to Patrons, House Guests and Daily Guests. Persons interested in using the Amenity Facilities are encouraged to consult with a physician prior to commencing a fitness program.***

### **GENERAL SWIMMING POOL RULES**

#### ***NO LIFEGUARD ON DUTY – SWIM AT YOUR OWN RISK***

- (1) All Patrons, House Guests and Daily Guests must present their ID Cards or guest passes when requested by staff. At any given time, a Property Owner may accompany up to four (4) Daily Guests to the swimming pool.
- (2) Children under thirteen (13) years of age must be accompanied at all times by a parent or adult Patron during usage of the pool facility.
- (3) No diving, jumping, pushing, running or other horseplay is allowed in the pool or on the pool deck area.
- (4) Hanging on the lane lines, interfering with the lap-swimming lane, and diving are prohibited.
- (5) Radios, tape players, CD players, MP3 players, televisions or other electronic devices are not permitted unless they are personal units equipped with headphones.
- (6) Swimming is permitted only during designated hours as posted at the pool, and such hours are subject to change at the discretion of the Amenity Manager. Swimming after dusk is prohibited by the Florida Department of Health. Patrons, House Guests and Daily Guests swim at their own risk and must adhere to swimming pool rules at all times.
- (7) Showers are required before entering the pool.
- (8) Alcohol and food not purchased at the Amenity Facilities are prohibited poolside. Glass containers are prohibited.
- (9) Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.



- (10) Play equipment, such as floats, rafts, snorkels, dive sticks, and flotation devices must meet with staff approval prior to use. The facility reserves the right to discontinue usage of such play equipment during times of peak or scheduled activity at the pool, or if the equipment causes a safety concern.
- (11) Swimming pool hours will be posted. Pool availability may be limited or rotated in order to facilitate maintenance of the facility. Depending upon usage, the pool may be closed for various periods of time to facilitate maintenance and to maintain health code regulations.
- (12) Pets (except Service Animals complying with Fla. Stat. §413.08(1)(d))), bicycles, skateboards, roller blades, scooters, golf carts, hoverboards and the like are not permitted on the pool deck area inside any Amenity Center gates at any time. The term “bicycle” shall include electric bicycles, motorized scooters and any similar powered locomotion device. (See “General Facilities Provisions” No. (4).)
- (13) The Amenity Manager reserves the right to authorize all programs and activities (including the number of participants, equipment and supplies usage, etc.) conducted at the pool, including swim lessons and aquatic/recreational programs.
- (14) Any person swimming during non-posted swimming hours may be suspended from using the facility.
- (15) Proper swim attire (no cutoffs) must be worn in the pool.
- (16) No chewing gum is permitted in the pool or on the pool deck area.
- (17) For the comfort of others, the changing of diapers or clothes is not allowed poolside.
- (18) No one shall pollute the pool. Anyone who pollutes the pool is liable for any costs incurred in treating and reopening the pool.
- (19) Radio controlled vehicles, air and/or water craft and drones are not allowed in the pool area.
- (20) Pool entrances must be kept clear at all times.
- (21) No swinging on ladders, fences, or railings is allowed.
- (22) Pool furniture is not to be removed from the pool area.
- (23) Loud, profane, or abusive language is absolutely prohibited.
- (24) No physical or verbal abuse will be tolerated.
- (25) Tobacco products are not allowed in the pool/spa area.

- (26) Illegal drugs are not permitted.
- (27) The District is not responsible for lost or stolen items.
- (28) Chemicals used in the pool/spa may affect certain hair or fabric colors. The District is not responsible for these effects.
- (29) Lane markers will be in place for lap swimmers from 7:30 a.m. until 9:30 a.m. Monday through Friday at the Village Center pool.
- (30) The Village Center pool, spa and deck area may not be rented at anytime; however, access may be limited at certain times for various District functions, as approved by the Board. In such situations, the Creekside pool facility will remain open to Patrons, House Guests and Daily Guests.
- (31) Chair lifts or other ADA-compliant devices are restricted for the use of persons requiring such devices.
- (32) Washing or soaking bathing suits or articles of clothing in the hand sinks is strictly prohibited.
- (33) Personal grooming of any kind is prohibited in pools.

#### **SPA RULES**

##### ***NO LIFEGUARD ON DUTY -- USE AT YOUR OWN RISK***

- (1) All previous safety issues under pool rules apply.
- (2) No one less than thirteen (13) years of age allowed in spa.
- (3) Maximum capacity: Eight (8) people.
- (4) No food or drinks are allowed to be consumed while in the pool/spa.
- (5) Chair lifts or other ADA-compliant devices are restricted for the use of persons requiring such devices.
- (6) Personal grooming of any kind is prohibited in the spas.

#### **SWIMMING POOL: THUNDERSTORM POLICY**

The Amenity Manager will control whether swimming is permitted in inclement weather, and the pool facility may be closed or opened at their discretion.

### **SWIMMING POOL: FECAL ACCIDENT POLICY**

- (1) If contamination occurs, the pool will be closed for twelve (12) hours so that remedial measures may be taken to ensure safe swimming conditions.
- (2) Parents should take their children to the restroom before entering the pool.
- (3) Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber lined swim diapers and a swimsuit over the swim diaper.

### **FITNESS CENTER POLICIES**

**Eligible Users:** Patrons, House Guests and Daily Guests eighteen (18) years of age and older are permitted to use the District fitness centers during designated operating hours. No children under the age of eighteen (18) are allowed in the District fitness centers.

**Eligible Youth Users:** Children between the ages of fifteen (15) and eighteen (18) years of age shall be permitted to use the District fitness centers in strict compliance with the following requirements:

- (1) The child must be accompanied at all times and supervised by a parent, or other responsible adult 21 years of age or older who has been identified in a written permission form executed by the parent of the child. The parent or responsible adult must be present continuously while the child is using the fitness center.
- (2) The child and his parent or legal guardian shall sign a release form acceptable to the District: (a) holding the District harmless from injury or other harm as a result of the child's use of the fitness center; (b) acknowledging the requirements of this rule; (c) certifying that the child has had a physical exam within a year that released him for participation in athletics, and (d) **taking full responsibility for the qualifications and actions of the Personal Fitness Trainer.**

**Food and Beverage:** Food (including chewing gum) is not permitted within the District fitness centers. Beverages, however, are permitted in the District fitness centers if contained in non-breakable containers with screw top or sealed lids. Alcoholic beverages are not permitted. Smoking is not permitted in the District fitness centers.

- (1) Appropriate attire and footwear (covering the entire foot) must be worn at all times in the District fitness centers. Appropriate attire includes t-shirts, tank tops, shorts, leotards, and/or sweat suits (no swimsuits).

- (2) Each individual is responsible for wiping off fitness equipment after use.
- (3) Use of personal trainers is permitted in the District fitness centers per approval of the Amenity Manager.
- (4) Hand chalk is not permitted to be used in the District fitness centers.
- (5) Radios, tape players, CD players and other electronic devices are not permitted unless they are personal units equipped with headphones.
- (6) No bags, gear, or jackets are permitted on the floor of the District Fitness Centers or on the fitness equipment. **Lockers are available on a daily basis in the bath houses for storage of personal items.**
- (7) Weights or other fitness equipment may not be removed from the District fitness centers.
- (8) Please limit use of cardiovascular equipment to thirty (30) minutes and step aside between multiple sets on weight equipment if other persons are waiting.
- (9) Please be respectful of others. Allow other Patrons, House Guests and Daily Guests to also use equipment, especially the cardiovascular equipment.
- (10) Please replace weights to their proper location after use.
- (11) Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights.
- (12) Any fitness program operated, established and run by the Amenity Manager may have priority over other users of the District fitness centers.
- (13) The Fitness Center is not intended to be a body-building gym but an exercise facility for Grand Haven Patrons.

#### **EQUIPMENT CHECK-OUT AND LOCKER POLICY**

In order to check-out any available athletic equipment owned by the district (i.e. basketballs, tennis racquets, etc.) or temporarily reserve a bath-house locker for personal use, all Property Owners, Registered Renters and Non-Resident Amenity Members must tender their Grand Haven Photo ID card at the Village Center office at the time of check-out. In lieu of a Grand Haven Photo ID card, all other Patrons, other than a Property Owner, Registered Renter or Non-Resident Amenity member, who wish to check-out equipment or reserve a locker must tender a state identification card (i.e. driver's license), and that Patron must be properly identified and registered at the Village Center office by their accompanying Property Owner, Registered Renter or Non-Resident Amenity Member. Upon return of the checked-out equipment or locker key,

the Photo ID card or state identification card, as applicable, shall be returned to the Patron. Any Patron signing out any equipment is solely responsible for damaged or missing items.

### **GRAND HAVEN RECREATION FACILITY RESERVATION POLICY**

#### ***Reservation Policy:***

- Staff will take reservations **up to two (2) days in advance** for the following amenities: tennis, volleyball, basketball, bocce, ~~horseshoes~~, pickleball, ~~Petanque, and croquet and shuffleboard~~. Reservations are on a first come, first served basis and can be made either two (2) days prior in person at the Village Center or via telephone, after in-person period has expired up to actual play time by calling the **Reservation Line at (386) 447-0563**. Staff will not accept voice messages left with the Village Center Office as a reservation. You must speak to a staff member either on the phone or in person to confirm your reservation.
- The first and last names of all participants who will be utilizing the reserved facility must accompany the reservation.
- A Patron may only reserve one (1) court or playing field at any one scheduled time. Single player croquet reservations accepted at Village Center Court only.
- Reservations will be accepted by staff during specific times posted at the Village Center Office and are on a first come, first served basis. Times scheduled for reservations acceptance are subject to change based on recommendation by the Amenity Center Manager with approval by the Operations Manager or District Manager.
- Reservations are available for up to 1.5 hour increments for all facilities listed in the reservation policy.
- Please call The Village Center Office if you cannot make your scheduled reservation so we can re-assign the reservation time slot.
- Late arrivals or no shows: we will hold your reservation for 15 minutes past your scheduled start time before re-assigning the reservation time slot.
- At the discretion of the Amenity Director, and the approval of the Operations Manager and the GHCDD Board of Supervisors, certain reservation play day/times may be block-scheduled on a recurring basis to accommodate organized play groups of GH residents. These policies are subject to change at any time pursuant to action by the Board of Supervisors at a duly noticed CDD Board Meeting.

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### **TENNIS FACILITY POLICIES**

**When not subject to a reservation, the tennis courts are available on a first come, first served basis. It is recommended that Patrons desiring to use the tennis courts check with the staff to verify availability. Use of a tennis court is limited to one and a half (1.5) hours**

**when others are waiting, unless the court is used pursuant to a reservation discussed above. If no one is waiting, play may continue.**

As a courtesy to other patrons, we ask that all players please recognize and abide by these rules and guidelines. Remember, not only is tennis a lifetime sport, it is also a game of sportsmanship, proper etiquette and fair play.

- (1) Tennis equipment, if available, may be checked-out from the Village Center office in accordance with the Equipment Check-Out and Locker Policy set forth herein.
- (2) Proper tennis etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
- (3) Proper tennis shoes and attire, as determined by the Amenity Manager, are required at all times while on the courts. Shirts must be worn at all times.
- (4) Tennis courts are for Patrons, House Guests and Daily Guests only. Patrons may invite House Guests and Daily Guests for play, but shall accompany their House Guests and Daily Guests and register them properly. The limit is three (3) House Guests and Daily Guests to a single court.
- (5) No jumping over nets.
- (6) Players must clean up after play. This includes “dead” balls, Styrofoam cups, plastic bottles, etc. The goal is to show common courtesy by leaving the court ready for play for Patrons who follow you.
- (7) Court hazards or damages, such as popped line nails, need to be reported to the Amenity Manager for repair.
- (8) Residents using the tennis facility must supply their own equipment (rackets, balls, etc.).
- (9) The tennis facility is for the play of tennis only. Pets, roller blades, bikes, skates, skateboards, scooters, hoverboards and the like are prohibited at the tennis facility.
- (10) Beverages are permitted at the tennis facility if they are contained in non-breakable containers with screw top or sealed lids. No food or glass containers are permitted on the tennis courts.
- (11) No chairs, other than those provided by the District, are permitted on the tennis courts.
- (12) Lights at the tennis facility must be turned off after use.
- (13) Children under the age of thirteen (13) are not allowed to use the tennis facility unless accompanied by an adult Patron.

- (14) The tennis courts may be reserved by the District for District-sponsored events or functions.
- (15) If you find it necessary to “bump” other players when it is your turn to play:
  - a) Never attempt to enter someone else’s court before your reservation time.
  - b) Never enter the court or distract players while others are in the middle of a point or game.
  - c) Wait outside the entrance gate and politely inform the players that you have a reservation time.
  - d) Allow players to finish out one more point, and then begin the player changeover for the court.
  - e) If you are bumped from a court and wish to continue play, please notify the Village Center office staff and they will do their best to get you on the next available court.
- (16) The amenity management company has subcontracted with a qualified tennis professional to offer tennis lessons, at a separate fee, to residents. This is an exclusive contract. No other professional for-profit tennis instruction will be allowed on District courts.

#### **VOLLEYBALL COURT POLICIES**

- (1) Volleyball equipment, if available, may be checked-out from the Village Center office in accordance with the Equipment Check-Out and Locker Policy set forth herein.
- (2) Proper volleyball etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
- (3) Proper volleyball or athletic shoes and attire are required at all times while on the courts. Shirts must be worn. No black soled shoes allowed.
- (4) The volleyball facility is for the play of volleyball only. Pets, roller blades, bikes, skates, skateboards, scooters, hoverboards and the like are prohibited from use at the facility.
- (5) Beverages are permitted at the volleyball facility if they are contained in non-breakable containers with screw top or sealed lids.
- (6) No chairs, other than those provided by the District, are permitted on the volleyball courts.
- (7) Children under the age of thirteen (13) are not allowed to use the volleyball facility unless accompanied by an adult Patron.
- (8) Please clean up the court after use.

- (9) The volleyball courts may be reserved by the District for District-sponsored events or functions.

#### **BASKETBALL FACILITY POLICIES**

- (1) Basketball equipment, if available, may be checked-out from the Village Center office in accordance with the Equipment Check-Out and Locker Policy set forth herein.
- (2) Proper basketball etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
- (3) Proper basketball or athletic shoes and attire are required at all times while on the courts. Shirts must be worn. No black soled shoes allowed.
- (4) The basketball facility is for the play of basketball only. Pets, roller blades, bikes, skates, skateboards, scooters, hoverboards and the like are prohibited from use at the facility.
- (5) Beverages are permitted at the basketball facility if they are contained in non-breakable containers with screw top or sealed lids.
- (6) No chairs, other than those provided by the District, are permitted on the basketball courts.
- (7) Children under the age of thirteen (13) are not allowed to use the basketball facility unless accompanied by an adult Patron.
- (8) Please clean up court after use.
- (9) The basketball courts may be reserved by the District for District-sponsored events or functions.

#### **DISTRICT PLAYGROUND/TOT LOT/~~SOCCER FIELD~~ POLICIES**

~~(1) Soccer equipment, if available, may be checked-out from the Village Center office in accordance with the Equipment Check-Out and Locker Policy set forth herein.~~

~~(1)~~

- (2) Children under the age of eight (8) must be accompanied by an adult Patron.
- (3) No roughhousing on the playground/soccer field.
- (4) Persons using the playground/~~soccer field~~ must clean up all food, beverages and miscellaneous trash brought to the playground/soccer field. Glass containers are prohibited.



- (5) Use of the playground/~~soccer field~~ may be limited from time to time due to a sponsored event, which must be approved in advance by the District Manager.
- (6) The use of profanity or disruptive behavior is absolutely prohibited.
- (7) Patrons, House Guests and Daily Guests who use the playgrounds ~~and or soccer field~~ do so at their own risk.
- (8) The playgrounds ~~and or soccer field~~ may not be reserved or rented by Patrons; however, they may be reserved by the District for District-sponsored events or functions.

**BOCCE POLICIES**

- (1) Bocce equipment, if available, may be checked-out from the Village Center office in accordance with the Equipment Check-Out and Locker Policy set forth herein.
- (2) Horseplay is not permitted.
- (3) Appropriate dress is required on the court. This includes no bare feet **or cover-ups for swimwear.**
- (4) Bocce balls should not be tossed or thrown outside of the court.
- (5) Players on the opposite end of the playing or throwers end should stand outside of the court walls. Sitting on the walls is permissible provided one’s legs are on the outside of the walls. Please report any loose boards, protruding nails, etc., to the staff.
- (6) Children under thirteen (13) years of age must be supervised by an adult Patron. Supervising adult Patrons must understand the rules of the game.
- (7) Please brush the playing surface at conclusion of play.
- (8) The bocce courts may be reserved by the District for District-sponsored events.

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**POLICIES FOR ~~VILLAGE CENTER AND CREEKSIDE CROQUET FACILITIES~~**

- (1) Croquet equipment, if when available, ~~may be checked out from the Village Center office is located in accordance with the Equipment Check Out and Locker Policy set forth hereincourtside boxes.~~
- (2) Appropriate dress and shoes are required on the court. This includes no bare feet or **cover-ups for swimwear.**

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- (3) Balls and mallets are not to be thrown. Participants waiting their turn to hit should stand off the croquet lawn.
- (4) Children under thirteen (13) years of age who play must be supervised by an adult Patron who knows the rules and regulations of croquet.
- (5) The croquet lawns may be reserved by the District for District-sponsored events or functions.

(6) The croquet courts are intended for croquet only and should not be used for any other activity.

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**POLICIES RELATED TO THE WATERSIDE PARKWAY SIDEWALKS/ ESPLANADE**

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(1) The sidewalks along Waterside Parkway (the "Walkway") and the Esplanade are designated as Amenity Facilities for pedestrian walking activities.

(2) No bicycle shall be operated within the Walkway except in a manner that is subordinate to the rights of, and yields to persons walking on the Walkway. No electric bicycle or motorized scooter shall be used on the Walkway.

(3) The Esplanade is restricted to use as a pedestrian walking path. No bicycle, electric bicycle, motorized scooter or micromobility device shall be used on the Esplanade.

(4) *Should we address other walking paths?*

**VILLAGE CENTER CAFÉ POLICIES**

The Village Center Café is available for use during posted hours of operation. Proper attire must be worn at all times when in the café or when seated on its patio; shoes and shirts are required to receive service. All Patrons, House Guests and Daily Guests are also required to adhere to any posted policy regarding the café that has been approved by the Board of Supervisors.

**FISHING PIERS FACILITY POLICIES**

(1) The Fishing Piers are available for use by Patrons, House Guests and Daily Guests on a first come first served basis. *Should other areas be identified as fishing piers?*

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(2) All Patrons, House Guests and Daily Guests are required to adhere to the "Fishing Policy" section contained herein.

(3) Patrons, House Guests and Daily Guests are required to adhere to all state and local laws regarding fishing.

(4) Patrons House Guests and Daily Guests are required to obtain and possess any and all required fishing licenses and/or permits as may be required by applicable law(s).

- (5) Patrons, House Guests and Daily Guests are required to remove and clean any fishing related debris. Please respect others and District property by cleaning up after yourself when using the Fishing Piers.
- (6) Children under the age of thirteen (13) shall not use the Fishing Piers unless accompanied by an adult Patron.
- (7) Due to required Florida Inland Navigation District deckboard spacing, proper footwear is required.

**WILD OAKS ESTATES – DOG PARK POLICIES**

- (1) The District is not responsible for injuries to dogs, their owners/handlers, or others that use the Dog Park. This area is for dogs and their handlers/owners only.
- (2) Aggressive dogs are strictly forbidden within the fenced dog park. Violators will face permanent suspension from the dog park.
- (3) Dog owners/handlers must respect the rights of others to use this area by maintaining control of their pets at all times.
- (4) Dogs must be on leash and under control by their owners/handlers at all times outside of the fence Dog Park.
- (5) Children under the age of 6 are prohibited from entering the fenced dog park area. An adult, who is accountable for their behavior and well-being, must accompany children between the ages of seven (7) and twelve (12).
- (6) Owners/handlers must immediately clean up after their dog(s) and properly dispose of the waste.
- (7) No smoking or food within fenced area (human or dog).
- (8) Owners/handlers must remain inside, with leash, with view and voice control of their dog(s) at all times.
- (9) Limit of two dogs per adult.
- (10) Dog Park gates must be closed immediately after entering or exiting the facility.
- (11) All dogs must be healthy, vaccinated, and collared – with identification.
- (12) Dogs in heat and puppies under four months of age are prohibited.

- (13) Excessive barking is prohibited. Dogs barking excessively must be removed.
- (14) Owners/handlers must stop their dogs from digging and immediately fill any holes dug.
- (15) Only flying disc and tennis ball type toys are permitted within fenced area.

### **GRAND HAVEN ROOM AT THE VILLAGE CENTER: RENTAL POLICIES**

Property Owners, Registered Renters and Non-Resident Amenity Members may reserve the Grand Haven Room through the Amenity Manager’s office for various meetings, classes, events, etc. for a maximum of five (5) hours per event. The five (5)-hour limitation can only be exceeded upon specific authorization from the Board. Reservation of the Grand Haven Room is on a first come, first served basis and is subject to approval by the Amenity Manager. A refundable deposit is required and will be returned after the function is complete provided there is no evidence of damage to the facility.

All food and beverages, including alcohol, used in the Grand Haven Room must be purchased through the Village Center Café (with the exception of cakes needed for special events, such as weddings, birthdays, etc.).

Alcoholic beverage sales and service are regulated by the State of Florida. Therefore, it is District policy that no alcohol of any kind is to be brought into, or taken away from, the facility.

A cleanup fee is generally required for all functions. Please contact the Village Center to make the proper arrangements regarding availability and various other service fees.

No open burning or campfires are allowed at the facility.

Below are the policies and guidelines set forth and agreed upon by the Board and Amenity Manager regarding events in the Grand Haven Room:

#### **Policies**

- (1) Applicant must be a Property Owner, Registered Renter or Non-Resident Amenity Member
- (2) Applicants may reserve the Grand Haven Room only, as the patio and pool may not be reserved for private use.
- (3) Facilities will be reserved on a first-come, first-served basis.
- (4) Applicant may reserve the Grand Haven Room for up to five (5) hours only; unless they request and receive prior approval from the Board of Supervisors.

- (5) All applicants will be required to fill out and sign the District Facility Use Application Agreement at the Village Center office.

**Schedule of Fees/Deposits (Board should review fee levels)**

- (1) A non-refundable room rental fee for the Grand Haven Room will be charged as follows: \$50.00 for up to 25 guests, and \$100.00 for 26 guests or more. A final guarantee (number) of Guests is to be conveyed to the Amenity Facilities' events planner no later than five (5) days before the date of the scheduled event. In absence of a final guarantee, the number indicated on the original agreement will be considered correct. A check shall be made out to the "Grand Haven Community Development District" and submitted to the Village Center Office.
- (2) A refundable security deposit of \$150.00 shall be charged to the persons making the reservation and shall be submitted to the Village Center Office in the form of a separate check (which shall be made payable to the "Grand Haven Community Development District").
- (3) A staff and/or administrative charge for services provided by the Amenity Manager, if applicable, will be added to include any necessary fees (i.e., setup, breakdown, kitchen use, additional after hour facilitators, etc.) and will be specified in the reservation documents provided by the Amenity Manager; these additional charges shall be payable to the Amenity Manager and are not fees of the District.
- (4) The Board of Supervisors has the right to waive room rental fees and usage limits that do not exceed the fire code for private rentals, events, or activities they have reviewed on a case by case basis at the request of the Amenity Center Manager, District Manager or any Patron.

**Indemnification**

Each organization, group or individual reserving the use of an Amenity Facility (or any part thereof) agrees to indemnify and hold harmless the District, the owners of the Amenity Facility and the owner's officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District lands, premises and/or Amenity Facilities, including litigation or any appellate proceeding with respect thereto. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

**CREEKSIDE ATHLETIC CLUB: RENTAL POLICIES**

Property Owners, Registered Renters and Non-Resident Amenity Members may reserve, for a rental fee, the entire fenced-in Pool and Tiki Bar area of the Creekside Athletic Club for private

events by contacting the Amenity Manager’s office. Reservations will be on a first come, first serve basis and are subject to approval by the Amenity Manager. This area is available for rental on four (4) occasions per month during regular hours of operation and for an unlimited number of occasions when the function is held after the normal hours of operation for the facility; but in no event shall the areas be available for use beyond 10:00 p.m. The Pool and Tiki Bar area may not be rented on two (2) consecutive weekend days in a row (Friday, Saturday, and Sunday). Reservations may not be made more than three (3) months prior to the event. Please note that the facility is unavailable for December holiday parties and private events on the following holidays\*:

Easter Sunday	Memorial Day	Christmas Day
New Year’s Eve	New Year’s Day	Christmas Eve
Labor Day	Thanksgiving	4th of July

*\*This policy may be amended at the discretion of the Amenity Manager on a case by case basis. Please understand that an additional staffing charge may apply for these holiday dates and times.*

**Available Facilities**

The entire Pool and Tiki Bar area of Creekside Athletic Club is available for rental for up to five (5) total hours (including set-up and post-event cleanup); unless they have requested and received prior approval from the Board of Supervisors. The Pool and Tiki Bar may only be rented as one combined area and will not be rented as separate areas. The charge for rental of the Pool and Tiki Bar area is Three Hundred Dollars (\$300.00). The number of Patrons and Guests will be limited to the maximum capacity allowed by state laws, ordinances, rules or regulations.

The Creekside offices, fitness center, and other athletic facilities are not available for private rental and shall remain open to other Patrons, House Guests and Daily Guests during normal operating hours. The persons renting the Pool and Tiki Bar area of Creekside shall be responsible for any and all damage and expenses arising from the event.

**Reservation Procedures (Board to review fees)**

Property Owners, Registered Renters and Non-Resident Amenity Members interested in reserving this area must submit to the Amenity Manager’s office a completed and signed Facility Use Application. At the time of approval, two (2) checks or money orders (no cash) made out to “Grand Haven Community Development District” shall be submitted to the Amenity Manager in order to reserve the area. One check shall be for the amount of the room rental fee and the other check shall be for a deposit in the amount of Two Hundred Dollars (\$200.00).

An additional deposit of Three Hundred Dollars (\$300.00) shall be required for all approved events serving alcoholic beverages. The Amenity Manager will review the Facility Use Applications on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the District’s Board of Supervisors for consideration.

### **Staffing**

Property Owners, Registered Renters and Non-Resident Amenity Members holding a private event in the Pool and Tiki Bar Area are required to pay for an additional staff person for such event, unless the private event is being held during Creekside Athletic Club's normal operating hours and sufficient staff is already present.

### **Deposit**

As stated above, a deposit in the amount of Two Hundred Dollars (\$200.00) is required by the time the reservation is approved (not including additional alcohol deposits, if applicable). To receive a full refund of the deposit, the following must be completed:

1. Ensure that all garbage is removed and placed in the dumpster.
2. Remove all displays, favors or remnants of the event.
3. Restore the furniture and other items to their original position.
4. Wipe off counters, table tops and sink area.
5. Ensure that no damage has occurred to the Creekside Athletic Club and its property.

If additional cleaning is required, the Patron reserving the room will be liable for any expenses incurred by the District to hire an outside cleaning contractor. In light of the foregoing, Patrons may opt to pay for the actual cost of cleaning by a professional cleaning service hired by the District. The Amenity Manager shall determine the amount of deposit to be returned, if any.

### **General Policies**

- (1) Property Owners, Registered Renters and Non-Resident Amenity Members are responsible for ensuring that their House Guests and Daily Guests adhere to the policies set forth herein.
- (2) The Pool and Tiki Bar area may be rented ~~outside of~~ in addition to the posted regular hours of operation of the facility; such hours are subject to change. Please see the Amenity Manager for details relating to additional staffing cost, staffing availability and facility availability. Please note that all policies of the Amenity Facilities remain in force for these special circumstances.
- (3) The volume of live or recorded music must not violate applicable City of Palm Coast noise ordinances.
- (4) The Pool and Tiki Bar Area will close at 10:00 p.m. when it is rented outside of normal hours of operation.
- (5) No glass, breakable items or alcohol are permitted in or around the pool deck area.

- (6) Additional Event Liability Insurance coverage in the amount of One Million Dollars (\$1,000,000) will be required for all events that are approved to serve alcoholic beverages. This policy regarding insurance coverage also pertains to certain events the District determines should require additional Event Liability coverage on a case by case basis (to be reviewed by the District Manager or the Board of Supervisors). The District shall be named as an additional insured party on any such policies, and a certificate of insurance illustrating the appropriate coverage amount and parties is to be provided to the Amenity Manager prior to the event.
- (7) When the facility is rented or reserved for a private function, food and non-alcoholic beverages shall only be provided by a licensed caterer or a restaurant service.
- (8) Alcoholic beverage service, if approved, shall only be obtained through a service licensed to serve alcoholic beverages. Such service will be required to provide to the Amenity Manager a certificate of insurance, naming the District as an additional insured party.
- (9) Patrons are not allowed to bring or use grills or smokers at Creekside Athletic Club. Patrons may hire an insured caterer to provide this service. The location of any grill or smoker will be at the discretion of the Amenity Manager. Such catering service will be required to provide to the Amenity Manager a certificate of insurance, naming the District as an additional insured party.
- (10) The Board of Supervisors has the right to waive rental fees and usage limits that do not exceed the fire code for private rentals, events, or activities they have reviewed on a case by case basis at the request of the Amenity Center Manager, District Manager or any Patron.

### **Indemnification**

Each organization, group or individual reserving the use of a Amenity Facility (or any part thereof) agrees to indemnify and hold harmless the District, the owners of the Amenity Facility and the owner's officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District lands, premises and/or Amenity Facilities, including litigation or any appellate proceeding with respect thereto. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

## **COMMUNITY GAZEBO POLICIES**

### **Reservation and Parking**

Property Owners, Registered Renters and Non-Resident Amenity Members may reserve either of the two Community Gazebos located at **Front Street Center Park\*** and at the **Golf Course**



**Clubhouse Pier\*\*** for private events by contacting the Operations Manager’s office (386) 447-1888. Reservations will be on a first come, first serve basis and are subject to approval by the Operations Manager or District Manager. Property Owners, Registered Renters and Non-Resident Amenity Members interested in reserving these areas must submit to the Operations Manager’s office a complete and signed CDD Gazebo Facility Use Application, a copy of which may be obtained from the Operations Manager. **[what are the fees for this?]**

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*\*The Front Street Center Park has no adjacent parking facility. Residents and guests are encouraged to leave vehicles in the District parking lot at the Golf Clubhouse on Riverfront Drive and arrange transportation to and from this lot. Please note that a Palm Coast City Ordinance prohibits parking on streets 24 hours a day, 7 days a week, within City limits (including the streets within Grand Haven) and the Flagler County Sheriff has the authority to enforce this ordinance within the District*

**General Policies**

- (1) The Property Owners, Registered Renters and Non-Resident Amenity Members utilizing the Gazebo shall be responsible for thoroughly cleaning the Gazebo and its surrounding area subsequent to their use so that it is in as good a condition as existed prior to their use. Should the Property Owners, Registered Renters or Non-Resident Amenity Members fail to perform such adequate cleaning, the District shall have the option of cleaning, or causing to be cleaned, the Gazebo and the surrounding area and billing said Property Owners, Registered Renters or Non-Resident Amenity Members any fees or charges incurred relating to such cleaning.
- (2) Property Owners, Registered Renters and Non-Resident Amenity Members utilizing the Gazebo are responsible for ensuring that their House Guests and Daily Guests in attendance (if any) adhere to the policies set forth herein.
- (3) The volume of live or recorded music played at the Gazebo must not violate applicable City of Palm Coast noise ordinances.
- (4) Due to required deckboard spacing, proper footwear is required.

**Indemnification**

Each organization, group or individual reserving the use of CDD facilities agrees to indemnify and hold harmless the Grand Haven Community Development District (“District) and the amenity management firm, and the respective officers, agents and employees of each, from any and all liability, claims, actions, suits or demands by and person, corporation or other entity, for injuries, death, property damage of any nature, arising out of or in connection with, the use of the district lands, premises and/or facilities, including litigation or any appellate proceeding with respect thereto. Nothing herein shall constitute or be construed as a waiver of the District’s sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

The District and its agent, employees and officers shall not be liable for, and the Property Owners, Registered Renters and Non-Resident Amenity Members user shall release all claims for injury or damage to or loss of personal property or to the person, sustained by the user or any person claiming through the user resulting from any fire, accident, occurrence, theft or condition in or upon the District's lands, premises and/or facilities.

### **FISHING POLICY**

Patrons, Registered Renters, persons who have paid and are current in payment of the Annual Use Fee or House Guests and Daily Guests who have registered and paid the applicable Daily Fee required by these Rules, may fish from certain lake/retention pond areas during daylight hours within the Grand Haven Community Development District. Persons authorized to fish in the lake/retention ponds must possess a Smart Amenity Access Card (SAAC) on their person or a current Amenity Use Pass as provided through the Village Center Amenity Office. The SAAC may be scanned by District staff to verify person's current authorized use of the amenity.

Access to these bodies of water shall only be through the proper access points, and no persons shall fish in the area between the lake/retention pond and a private residence (the "Restricted Area") except for persons residing in that private residence or invitees of persons residing in that private residence who otherwise have rights to use the Amenity Facilities. The District shall have the authority to post "No Trespassing" signs on portions of the pond banks where fishing would violate the foregoing rule. Whether such a sign is placed or not, persons who violate this rule by fishing in a Restricted Area, or by gaining access to any pond through a Restricted Area, are guilty of trespassing and are subject to legal action. No persons other than those listed in this paragraph are entitled to fish in the lake/retention ponds under any circumstances. No watercrafts of any kind are allowed in these bodies of water. Any violation of this policy will be reported to the local authorities and may subject the offender to use of the trespass remedies provided for in these rules.

Swimming is also prohibited in any of the lake/retention areas. Please use the pools at the Amenity Facilities for swimming. The District has a "**CATCH AND RELEASE**" policy for all fish caught in these waters. You **must** return all fish caught to the same body of water in which they were caught. These bodies of waters are only intended for catch and release, as they are mostly retention ponds and manmade lakes. The purpose of these bodies of water is to help facilitate the District's natural water system for runoff and overflow.

Persons violating the Fishing Policy may be subject to restrictions or suspension from further fishing on the lake/retention ponds in the manner set forth in the section entitled "Expulsion from Premises; Suspension and Termination of Privileges."

### **TRASH TO TREASURES COMMUNITY YARD SALE**

The Amenity Director is authorized to hold a Community Wide "Trash to Treasures" Sale (Garage Sale) on District common property no more than twice per year. The sale cannot be advertised outside Grand Haven and is intended only for Grand Haven Residents.

**EXPULSION FROM PREMISES; SUSPENSION AND TERMINATION OF PRIVILEGES**

**Relating to the Health, Safety and Welfare of the Patrons and Damage to Amenity Facilities:**

Notwithstanding anything contained herein, the Amenity Facilities Staff may, at any time, remove any Patron, House Guests and Daily Guests from the premises and/or restrict or suspend any Patron's, House Guest's and Daily Guest's privileges to use any or all of the Amenity Facilities (the procedures for which are outlined below), when such action is necessary to:

1. Protect the health, safety and welfare of other Patrons, House Guests and Daily Guests.
2. Protect the health, safety and welfare of District and Amenity Facilities Staff.
3. Protect the Amenity Facilities from damage.
4. Protect the District's Food & Beverage Operator's ability to comply with all local, state and federal guidelines.

**Expulsion from Premises:**

Expulsion of a Patron, House Guests and Daily Guests from District premises shall be at the discretion of the District's Operations Manager, District Manager, Amenity Facilities Staff, or the Board of Supervisors, resulting from:

1. Hostile behavior that is a threat to other Patrons/ House Guests and Daily Guests, District Staff, Amenity Facilities Staff, and/or district property. Such hostile behavior shall include, but not be limited to excessive argumentative behavior, violence or threats of violence.
2. Behavior that, if left unchecked by Staff, could either jeopardize the Food & Beverage Operator's Food & Beverage license(s) or otherwise affect its lawful operation of the District's Food & Beverage facilities.
3. Commission or threat of the commission of a criminal act occurring on District premises.

Such physical expulsion from the premises shall be undertaken only by local Sheriff's deputies and not District or Amenity Facilities Staff, or a member of the Board of Supervisors. For these purposes, District's Operations Manager, District Manager, and the on-duty members of the Amenity Facilities Staff are hereby delegated the authority to execute a trespass notice adequate to cause the Sheriff's Department to expel the offending person. Upon issuance of a trespass notice, a copy shall be promptly transmitted to the District Manager. At the Board of Supervisors meeting next following issuance of the trespass notice, the Board shall discuss the notice and determine whether to ratify, extend or cancel the notice, and the Board shall follow the procedures set forth below in that regard.

**Restriction or Suspension of District Privileges:**

The authority to restrict or suspend any Patron’s, House Guest’s and Daily Guest’s privileges to use any or all of the Amenity Facilities is formally granted by the Board of Supervisors to the District Operations Manager, District Manager, and/or the Amenity Manager. Such action may be initiated by the District Manager, District Operations Manager, or Amenity Manager, with its final determination made by the Board of Supervisors at the next Board of Supervisors meeting (or as soon as practical). For more details, see “District Suspension and Termination Process” outlined below.

**Relating to District Policies and Fees for All Amenity Facilities:**

A Patron’s, House Guest’s and Daily Guest’s privileges at any or all Amenity Facilities may be subject to various lengths of suspension or termination for up to one (1) calendar year by the Board of Supervisors, and a Patron, House Guest and Daily Guest may also be required to pay restitution for any property damage, if a he or she:

1. Fails to abide by the District Policies and Fees for All Amenity Facilities established and approved by the Board of Supervisors.
2. Submits false information on the application for an Access Card or House Guest and Daily Guest pass, on the Property Owner or Registered Renter authorization forms, or on any other documents utilized by the District in connection the use of the Amenity Facilities.
3. Permits unauthorized use of an Access Card or House Guest and Daily Guest pass.
4. Violates applicable law or ordinance.
5. Treats District Staff or the personnel or employees of the Amenity Facilities Staff, or Patrons and Guests, in an unreasonable or abusive manner. Such treatment includes, but is not limited to verbal and/or written communication.
6. Engages in conduct that is improper or likely to endanger the welfare, or safety of the District or Amenity Manager’s staff, or Patrons and Guests.
7. Damages or destroys District property.
8. Compromises the integrity of security measures at any gated vehicle entry within the District. This activity shall include opening the gate for unauthorized vehicles, lifting the gate arm by hand, driving around the gate arms in motorcycles or other motorized vehicles or otherwise permitting vehicles to enter the District in a manner which is inconsistent with the District’s gatehouse and GAD policies.
9. Fails, after notice, to comply with registration policies which may be adopted by the Board from time to time to identify those owners or registered renters who are authorized to use the Amenities.
10. Violates the District’s Rules related to parking.

**Consent to Video or Audio Recording:**

In order to protect the safety of the District, the Amenity Facilities and their guests and occupants, and to otherwise assist in the administration of these rules, the District may elect, from time to time, to install and operate various forms of video and audio monitoring devices within or upon the District’s property. By use of the Amenity Facilities or other District property, each user consents to the recording and storage of video images or audio recordings by electronic means. The District shall have the right to disregard incident reports which are not filed within thirty (30) days of the occurrence of an injury or alleged violation of these Rules, because the delay impairs the ability of the District to review and verify the incident through these electronic means.

**District Suspension and Termination Process:**

In response to any violation of the rules, regulations, policies and procedures specified herein, including, but not limited to, those set forth in the preceding paragraph, the District shall follow the process outlined below with regard to suspension or termination of a Patron’s, House Guests and Daily Guests privileges to use the amenity facilities:

1. First Offense – Issuance of either a Verbal or a Written Warning by Staff of policy violations. After the initial Verbal or Written Warning, a follow-up written summary by the Amenity Manager or Operations Manager shall be transmitted to the CDD office. The summary shall describe the alleged offense in sufficient detail, and shall also state whether the matter is considered to have been resolved at the time of the warning. After the time of such transmittal, the summary shall be reviewed by the Chairman of the Board of Supervisors, or his designee, to determine what, if any, additional action shall be taken. The Chairman or his designee may make such investigation or inquiry as may be necessary to determine any further course of action, including efforts to resolve the matter through informal means. At the discretion of the Chairman or such designee, the matter may be considered settled at that time, or further action may be required. The Chairman, or his designee, may at that time determine to deliver a written warning (a “Notice of First Offense”), which shall be sent by such designee or the District Manager by certified mail to the resident’s mailing address on file. (The Notice of First Offense may not necessarily occur immediately at the time of the violation, due to frequent, past instances of Patrons’ refusal to provide their name or contact information to Staff.) The Notice of First Offense shall have a term of sixty (60) days. However, if the Chairman or his designee believes that a longer term is warranted, the matter may be referred to the Board of Supervisors, which may, by action taken at a Board meeting, elect for the Notice of First Offense to have a longer term. Notwithstanding the foregoing, in the event that the First Offense falls within the scope of conduct described above under “Expulsion from Premises,” no warning shall be necessary prior to contacting the Sheriff’s Department and issuing the trespass notice described above. If the offense involves interference with the integrity of the guardhouse policies or the GAD

policy, the Board may elect to suspend and deactivate any GAD that has been assigned to the offender and may suspend the offender's right to register names with the guardhouse or make use of automatic call boxes to permit entry remotely at gates.

2. Second Offense – In the event that a second violation of the rules regulations and procedures set forth herein occurs during the effective term of an existing Notice of First Offense, or in the event that more than one Notice of First Offense has been delivered to the offender during the twelve (12) month period immediately preceding the offense, the offender shall be subject to suspension of all Amenity Facilities privileges by District Manager or the Board of Supervisors until further notice, for a period of up to ninety (90) days. Again, confirmation of this action shall be sent by certified mail to the resident.

A written report shall be provided by the Amenity Manager or the District Operations Manager to the District Manager, and a final decision relating to the final term of suspension of privileges shall be made by the Board of Supervisors either within one (1) month of the incident or by the next Board of Supervisors meeting, whichever comes first.

3. Third Offense – Automatic suspension of all Amenity Facilities privileges for a minimum of ninety (90) days, with confirmation sent to the resident by certified mail. At the next Board of Supervisors meeting, a written account of all previous offenses shall be submitted by the Amenity Manager, Operations Manager or District Manager and shall be reviewed by the Board of Supervisors, with possible suspension of privileges beyond ninety (90) days, including possible termination of the Patron's, House Guest's and Daily Guest's privileges for one (1) or more years.

Note 1: Should a Patron, House Guest and Daily Guest ignore or otherwise violate his or her suspension of privileges by such behavior as continuing to attempt to use the Amenity Facilities, Staff has the authority to call the Sheriff's deputy to report a trespass upon the District's premises.

Note 2: Adherence to the above procedures for suspension and/or termination of district-use privileges has no bearing whatsoever on whether a Patron, House Guest and Daily Guest may be physically removed from District premises, as described previously.

Note 3: Amenity Access cards will be confiscated or deactivated upon suspension and/or termination of privileges, with notification to the Operations Manager and Amenity Manager.

#### **Notification and Right to Hearing.**

Upon the taking of action by the Board of Supervisors regarding the suspension or expulsion of a person from the use of the Amenity Facilities, the District Manager shall provide notice, by certified mail, of the Board's determination, at the most recent address provided by such person in the District's records. Within fifteen (15) days from receipt of such notice, the person having been suspended or expelled (the "Affected Person") may request in writing, sent by certified

mail to the District Offices, that the Board of Supervisors conduct a hearing regarding the suspension or expulsion. The right to a hearing, the requirement of written notice and the address to which such notice is to be sent, shall be clearly set forth in the District Manager's notice.

If the Affected Person requests a hearing, the Board of Supervisors shall set a date and time, not later than forty-five (45) days after the written request, and shall conduct a hearing regarding its decision to suspend or expel the person from the amenity facilities. The District Manager shall give written notice, by certified mail, of the date and time of the hearing. At such hearing:

The Affected Person shall have the right:

- to counsel of his/her own choice;
- to hear or read a full report of testimony of witnesses;
- to confront and cross-examine witnesses who appear in person at the hearing;
- to present his or her own witnesses;
- to testify in his or her own behalf and to give reasons for his or her conduct; and
- to a fair and impartial decision based on substantial evidence.

The District shall keep a record of the proceedings by tape recording or court reporter, at its option. However, if anyone chooses to appeal any decision of the Board with respect to any matter considered at the hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based.

The conduct of the hearing shall proceed generally in accordance with the Florida Rules of Civil Procedure and Florida Evidence Code, except that the formality of the proceedings shall not be as great as that of a court proceeding. The introduction of hearsay evidence shall not be objectionable.

At the conclusion of the hearing, the District's Board of Supervisors shall, by majority vote, determine whether to uphold or modify its prior action. The Board's actions shall be read into the record at the hearing and shall include findings of fact supporting the action.

If the Affected Person wishes to appeal the determination of the Board of Supervisors, he/she may file a petition for writ of certiorari as authorized in the manner prescribed by the state appellate rules in the circuit court of the county, to review the decision of the Board of Supervisors. The court shall not conduct a trial de novo. The proceedings before the Board of Supervisors, including the testimony of witnesses, and any exhibits, photographs or other documents filed before them, shall be subject to review by the circuit court of the county. The petition together with the transcript of the testimony of the witnesses, as record of the proceedings, shall be filed in the circuit court within thirty (30) days after the pronouncement of the ruling by the Board of Supervisors to which such petition is addressed.

# EXHIBIT 5



Date of Action Item	Action Item	Status
12/2/2021	Place parking lot expansion plans on CDD website and provide copy to resident Bob Badger	3/28: Confirmed with DE that Board has not approved final plan that includes add'l ADA compliance parking.
3/17/2022	DM to work with Chair in contacting Troy @ Southern States regarding vendor used for the Oak Tree publication and distribution	4/18: District has permission from the HOA Board for the one time use for upcoming survey
3/17/2022	DM to find out if FPL does energy audits for communities	3/25: FPL does energy efficiency audits for structures (e.g. club house, offices, etc. and air conditioner units). It gets a bit harder to do with streetlights.
4/7/2022	DM to provide Board with comparative salary rates in Flagler and St. Johns County (including health care) for comparison with GHCDD employees	Mac taking lead on this
4/7/2022	<del>E-Blast to be sent out on 4/13 and 4/20 to advertise the Board's consideration/approval of proposed FY 2023 Budget</del>	4/13: sent 4/20: sent
4/21/2022	DM to work with DPFG staff (Logan) to add section on assessment allocation table showing combined fund balances	Working with Logan on issue
4/21/2022	DM to follow up with Vesta regarding non-resident use of cafe	John hasn't rec'd many complaints on this issue (less than 5 that he can remember).
5/5/2022	DM to find out if District has cyber security insurance	<p>The current policy includes a Cyber Liability sublimit included under POL/EPLI.</p> <p>Below is a summary of the coverages provided:  Media Content Services Liability  Network Security Liability  Privacy Liability  First Party Extortion Threat  First Party Crisis Management  First Party Business Interruption</p>

		Limit: \$100,000 each claim/annual aggregate
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
3/17/2022	OM to speak with Louise to find out if there is any advantage to lessen annuals and increase the perennials throughout community (associated with cost of annual flower's in budget)	
3/17/2022	OM to report to Board on approximate amount of money left expected to be left over on capital projects for current FY	
3/17/2022	<del>OM to report to Board on cost of adding arms to the gates at Creekside and Wild Oaks</del>	4/21: Done
3/17/2022	OM to report to Board cost savings of eliminating 1 croquet court	
3/17/2022	OM to have contractor assess floors in Creekside fitness center to determine if they are dangerous	
3/17/2022	OM to report back to Board how many street light poles are in poor condition	
4/7/2022	<del>OM to work with DE to recheck the priorities with respect to road resurfacing (line #7 of proposed FY 2023 CCIP)</del>	4/21: Done
4/7/2022	OM to return with revised amount for line 26 of proposed FY 2023 CIP	
4/21/2022	OM to speak with guard supervisor about gate guards letting people into community for café use (by telling them it is opened to the public)	
4/21/2022	OM to send out an E-blast regarding overnight parking at VC and Creekside parking lots	




# EXHIBIT 6

# GRAND HAVEN MEETING AGENDA MATRIX

May 2022	<p><b>Workshop</b> 05/05</p>	<ul style="list-style-type: none"> <li>• <b>Discussion</b> <ul style="list-style-type: none"> <li>○ <del>Resident Survey continued</del></li> <li>○ <del>Meeting/Workshop start time</del></li> <li>○ <del>Meeting Process</del></li> </ul> </li> <li>• <b>Presentations:</b> <ul style="list-style-type: none"> <li>○ <del>Celera Virtual CIO (from 2/24/2022 Regular Board Mtg. Supervisor Requests)</del></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <del>In general, items on agenda after subject of workshop</del></li> <li>• <del>Do not overload meeting with subjects—4 hour meeting target</del></li> <li>• <del>Define data/facts needed for discussion and schedule with knowledge of time needed to collect that data</del></li> <li>• <del>Mark Rohrbeck is presenting for Celera (Barry to confirm start time of 9:05 AM)</del></li> </ul>
	<p><b>Regular Meeting:</b> 05/19</p>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Reports</b> <ul style="list-style-type: none"> <li>○ DC to provide DRAFT changes to Rules, Policies and Fees</li> </ul> </li> <li>• <b>Consent Agenda Items:</b> <ul style="list-style-type: none"> <li>○ Meeting Minutes                             <ul style="list-style-type: none"> <li>▪ 4/7/2022 Workshop</li> <li>▪ 4/21/2022 Regular Meeting</li> </ul> </li> <li>○ Unaudited Financials (March &amp; April 2022)</li> </ul> </li> <li>• <b>Business Items:</b> <ul style="list-style-type: none"> <li>○ Approve FY 2023 Calendar</li> <li>○ Set a date for a Townhall style Workshop with the Residents from 9A-12 noon (moved from 1/20 Regular Board agenda).</li> <li>○ Approve vendor for resident survey</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Supervisors to send comments to DC for 6/2 Workshop</li> <li>• Consideration of realistic dates for survey to be sent to residents and when results will be ready for discussion.</li> <li>• Tentatively scheduled for 9/1</li> </ul>

## GRAND HAVEN MEETING AGENDA MATRIX

June 2022	<p><b>Workshop</b> 06/02</p>	<ul style="list-style-type: none"> <li>• <b>Presentation:</b> <ul style="list-style-type: none"> <li>○ Louise Leister/Chuck Libby: Oak Tree Management (supervisor’s questions) (moved from 2/24 meeting)—Tentative 1.5 hours beginning at 9 AM</li> </ul> </li>   <li>• <b>Discussion:</b> <ul style="list-style-type: none"> <li>○ Grand Haven safety.</li>   <li>○ Discussion of changes to Grand Haven Rules, Policies and Fees for All Amenity Facilities</li>   <li>○ FPL audit--options</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Charge for Chuck Libby is \$300 for 1.5 hours. Anything in excess is \$175 per hour.</li>       <li>• Note agenda item on next regular meeting</li>   <li>• Need to define what your goals are for audit</li> <li>• Review streetlight history (possible list later)</li> </ul>
	<p><b>Regular Meeting:</b> 06/16</p>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Reports</b></li>   <li>• <b>Consent Agenda Items:</b> <ul style="list-style-type: none"> <li>○ Meeting Minutes                             <ul style="list-style-type: none"> <li>▪ 5/5/2022 Workshop</li> <li>▪ 5/19/2022 Regular Meeting</li> </ul> </li> <li>○ Unaudited Financials (May, 2022)</li> </ul> </li>   <li>• <b>Business Items:</b> <ul style="list-style-type: none"> <li>○ Consideration of Changes to Grand Haven Rules, Policies and Fees for All Amenity Facilities</li> <li>○ Review of proposals for District Engineering Services and possible selection of DE--tentative</li> </ul> </li> </ul>	

## GRAND HAVEN MEETING AGENDA MATRIX

<b>July 2022</b>	<i>Workshop None</i>		
	<b>Regular Meeting: 07/21</b>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Reports</b></li> <li>• <b>Consent Agenda Items:</b> <ul style="list-style-type: none"> <li>○ Meeting Minutes                             <ul style="list-style-type: none"> <li>▪ 6/2/2022 Workshop</li> <li>▪ 6/16/2022 Regular Meeting</li> </ul> </li> <li>○ Unaudited Financials (June, 2022)</li> </ul> </li> <li>• <b>Business Items:</b></li> <li>• <b>Presentations:</b> <ul style="list-style-type: none"> <li>○ Celera—Virtual CIO (follow up from 5/5/2022 Workshop)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Report on improvements made by Celera</li> <li>• “Road Map”</li> </ul>



## GRAND HAVEN MEETING AGENDA MATRIX

August 2022	<p><b>Workshop</b> <b>08/04</b></p>	<ul style="list-style-type: none"> <li>• <b>Presentations:</b> <ul style="list-style-type: none"> <li>○ Solitude—Supervisor’s Questions and information on pond bank erosion</li> </ul> </li> <li>• <b>Discussion:</b> <ul style="list-style-type: none"> <li>○ Grand Haven security including gate access and any needed Post Order Changes</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Barry to confirm their attendance</b></li> <li>• Have Louise Leister and Interim District Engineer join by Zoom</li>   <li>• Supervisor Polizzi’s handout regarding Wild Oak survey to be included in agenda package</li> <li>• 11:30 AM-12:30 PM: Time Specific Q&amp;A with Residents on District Security Including Gate Access</li> </ul>
	<p><b>Regular Meeting:</b> <b>08/18</b> <b>Starts at 3 PM</b></p>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Reports</b></li>   <li>• <b>Consent Agenda Items:</b> <ul style="list-style-type: none"> <li>○ Meeting Minutes                             <ul style="list-style-type: none"> <li>▪ 7/21/2022 Regular Meeting</li> </ul> </li> <li>○ Unaudited Financials (July, 2022)</li> </ul> </li>   <li>• <b>Business Items:</b></li> <li>• Rules, Policies and Fees Public Hearing</li> <li>• Budget and Assessment Public Hearing (starts at 5 PM)</li> </ul>	

## GRAND HAVEN MEETING AGENDA MATRIX

September 2022	<p><b>Workshop</b> <b>09/01</b></p>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>○ Communication Needs: Follow-up from 1/20/2022 Regular Board Meeting (Moved from 6/2 workshop date )</li> <li>○ Spring leaf collection in non-common and non-PLM areas</li> </ul>	
	<p><b>Regular Meeting:</b> <b>09/15</b></p>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Reports</b></li> <li>• <b>Consent Agenda Items:</b> <ul style="list-style-type: none"> <li>○ Meeting Minutes                             <ul style="list-style-type: none"> <li>▪ 8/4/2022 Workshop</li> <li>▪ 8/18/2022 Regular Meeting</li> </ul> </li> <li>○ Unaudited Financials (August, 2022)</li> </ul> </li> <li>• <b>Business Items:</b> <ul style="list-style-type: none"> <li>○ Consideration of Post Order Changes</li> </ul> </li> </ul>	

# GRAND HAVEN MEETING AGENDA MATRIX

<b>October 2022</b>	<b>Workshop: 10/6</b>	<ul style="list-style-type: none"> <li>• <b>Presentations</b> <ul style="list-style-type: none"> <li>○ 10 Year Plan Presentation—Howard McGaffney</li> </ul> </li> <li>• <b>Discussions</b></li> </ul>	
	<b>Regular Meeting: 10/20</b>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Reports</b></li> <li>• <b>Consent Agenda Items</b> <ul style="list-style-type: none"> <li>○ Meeting Minutes                             <ul style="list-style-type: none"> <li>▪ 9/1/2022 Workshop</li> <li>▪ 9/15/2022 Regular Meeting</li> </ul> </li> <li>○ Unaudited Financials (September, 2022)</li> </ul> </li> <li>• <b>Business Items</b></li> </ul>	

# GRAND HAVEN MEETING AGENDA MATRIX

<b>November 2022</b>	<b>Regular Meeting: 11/3</b>	<b>Regular Meeting Agenda Items</b> <ul style="list-style-type: none"><li>• <b>Staff Reports</b></li><li>• <b>Consent Agenda Items</b></li><li>• <b>Business Items:</b></li></ul>	
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## GRAND HAVEN MEETING AGENDA MATRIX

BOARD OF SUPERVISOR'S TOP 10 BUSINESS GOALS	NOTES
1. Board Accountability, Code of Conduct, Meeting Efficiency	Continue to work on Board's roles and responsibilities, meeting efficiency
2. Staffing Levels for Future Needs, Job Descriptions-Field Workers	Should be addressed in 2023
3. Budget, Debt and Assessments	Will be completed in August 2022
4. Improve Communications	Townhall date for discussions Long Term Planning will be scheduled for Fall, 2022
5. 2-5-year Capital Planning	Sidewalks, Crosswalks, Speed Control, Parking, Amenity Expansion, Trees
6. Health, Safety and Security of Grand Haven Residents	A work in progress, Board continues discussions Summer and Fall, 2022
7. External District Resources, Consultants, Intergovernmental Relations	City/County Relations, Enforcement Agencies, Chairman, DM, Ops. Mgr.
8. Stormwater/Pond Management	Discussions after DE's storm water assessment analysis report
9. Other Funding Sources, Grants	Grant Writing Consultant has been discussed, no further action at this time
10. Update Technology / Access Control, Resident Directory, CRM	Website upgrades, project management, gate cell access

# EXHIBIT 7

# Grand Haven Community Development District

Financial Statements  
(Unaudited)

Period Ending  
March 31, 2022

**Grand Haven CDD  
Balance Sheet  
March 31, 2022**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total</u>
BU OPERATING	\$ 2,846,572	\$ 1,457,712	\$ 4,304,285
BU DEBIT CARD	16,582		16,582
SUNTRUST OPERATING	4,609		4,609
SBA 161601A	6,990		6,990
BU - SRF	-	1,921,328	1,921,328
IBERIA BANK MMA	127		127
ON ROLL ASSESSMENTS RECEIVABLE	110,539	24,282	134,821
ACCOUNTS RECEIVABLE	10,279		10,279
A/R WATER BILLS	927		927
DUE FROM OTHER	-	757,578	757,578
DEPOSITS	110		110
<b>TOTAL ASSETS</b>	<b><u>\$ 2,996,735</u></b>	<b><u>\$ 4,160,900</u></b>	<b><u>\$ 7,157,635</u></b>
<b><u>LIABILITIES:</u></b>			
ACCTS PAYABLE	\$ 78,462	\$ 112,422	\$ 190,884
DUE TO OTHER	757,578		757,578
DEFERRED REVENUE	110,539		110,539
DEFERRED REVENUE WATER / INFRASTRUCTURE	58,225	24,282	82,507
<b><u>FUND BALANCE:</u></b>			
NONSPENDABLE:			
PREPAID AND DEPOSITS	110		110
ASSIGNED:			
3 MONTH WORKING CAPITAL	945,505	356,637	1,302,142
DISASTER	750,000		750,000
FUTURE CAPITAL IMPROVEMENTS	-	1,069,910	1,069,910
UNASSIGNED:	296,426	2,597,649	2,894,075
TOTAL FUND BALANCE	1,991,931	4,024,196	6,016,127
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 2,996,735</u></b>	<b><u>\$ 4,160,900</u></b>	<b><u>\$ 7,157,635</u></b>

**No Transfers For March**



**GRAND HAVEN CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the period from October 1, 2021 through March 31, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
<b>REVENUES</b>				
ASSESSMENT ON-ROLL (Net)	\$ 3,559,266	\$ 3,448,727	\$ 17,721	97%
REUSE WATER	23,166	19,646	3,587	85%
GATE & AMENITY GUEST	8,000	5,296	664	66%
TENNIS	500	130	94	26%
ROOM RENTALS	500	1,253	-	251%
INTEREST & MISCELLANEOUS	23,676	11,033	550	47%
ASSESSMENT LEVY - ESCALANTE FUND	8,281	8,025	41	97%
<b>TOTAL REVENUES</b>	<b>3,623,389</b>	<b>3,494,111</b>	<b>22,657</b>	<b>96.43%</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE</b>				
Supervisors - regular meetings	12,000	6,000	1,000	50%
Supervisor - workshops	9,000	5,000	1,000	56%
District Management Services				
District management	39,125	19,563	3,260	50%
Administrative	10,400	5,200	867	50%
Accounting	21,475	10,737	1,790	50%
Assessment roll preparation	9,450	4,725	788	50%
Disclosure report				
Arbitrage rebate calculation				
Office supplies	1,000	1,251	-	125%
Postage	3,000	-	-	0%
Trustee				
Audit	11,300	-	-	0%
Legal - general counsel	103,000	43,372	10,118	42%
Engineering	30,000	16,749	5,331	56%
Legal advertising	5,200	1,762	267	34%
Bank fees	1,500	531	57	35%
Dues & licenses	175	175	-	100%
Property taxes	2,400	2,087	-	87%
Tax collector				
Contingencies	500	350	43	70%
<b>TOTAL ADMINISTRATIVE</b>	<b>259,525</b>	<b>117,502</b>	<b>24,520</b>	<b>45%</b>
<b>INFORMATION AND TECHNOLOGY</b>				
IT support	26,670	22,735	6,839	85%
Village Center and Creekside telephone & fax	6,546	3,272	543	50%
Cable/internet-village center/creekside	9,782	5,344	1,274	55%
Wi-Fi for gates	4,894	1,528		31%
Landlines/hot spots for gates and cameras	26,400	7,393	210	28%
Cell phones	7,282	3,678	660	51%
Website hosting & development	1,515	758	-	50%
ADA website compliance	210	210	-	100%
Communications: e-blast	500	419	-	84%
<b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>83,799</b>	<b>45,337</b>	<b>9,525</b>	<b>54%</b>
<b>INSURANCE</b>				
Insurance: general liability & public officials	11,935	11,935	-	100%
Insurance: property	76,435	76,533	-	100%
Insurance: auto general liability	3,153	3,153	-	100%
Flood insurance	3,600	-	-	0%
<b>TOTAL INSURANCE</b>	<b>95,123</b>	<b>91,621</b>	<b>-</b>	<b>96%</b>
<b>UTILITIES</b>				
Electric				
Electric services - #12316, 85596, 65378	5,200	2,675	533	51%
Electric- Village Center - #18308	31,500	14,668	2,607	47%

**GRAND HAVEN CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the period from October 1, 2021 through March 31, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
Electric - Creekside - #87064, 70333	21,500	11,242	1,931	52%
Street lights <sup>1</sup>	20,000	10,801	1,865	54%
Propane - spas/café	40,600	25,801	4,452	64%
Garbage - amenity facilities	15,200	5,491	913	36%
Water/sewer				
Water services <sup>2</sup>	115,000	56,881	11,446	49%
Water - Village Center - #324043-44997	13,500	6,121	1,194	45%
Water - Creekside - #324043-45080	7,300	3,085	589	42%
Pump house shared facility	15,500	1,953	-	13%
<b>TOTAL UTILITIES</b>	<b>285,300</b>	<b>138,718</b>	<b>25,531</b>	<b>49%</b>
<b>FIELD OPERATIONS</b>				
Stormwater system				
Aquatic contract	51,438	28,754	4,301	56%
Aquatic contract: lake watch	4,076	2,141	374	53%
Aquatic contract: aeration maintenance	4,000	608	-	15%
Lake bank spraying	6,128			0%
Stormwater system repairs & maintenance	15,000			0%
Property maintenance				
Horticultural consultant	9,600	4,800	800	50%
Landscape enhancement				
Landscape repairs & replacement	20,000	13,690	-	68%
Landscape maintenance contract services	585,814	292,907	48,818	50%
Landscape maintenance: croquet	50,800	25,411	4,233	50%
Tree maintenance (Oak tree pruning)	35,000	33,400	10,000	95%
Optional flower rotation	20,000			0%
Irrigation repairs & replacement	22,000	11,832	1,992	54%
Roads & bridges repairs	15,000			0%
Sidewalk repairs & replacement				
Street light maintenance	15,000	432	-	3%
Vehicle repairs & maintenance	5,000	4,490	1,587	90%
Office supplies: field operations	14,000	6,880	719	49%
Holiday lights	9,000	3,568	-	40%
CERT operations	500	114	-	23%
Community maintenance	98,040	64,976	5,372	66%
Storm clean-up	26,000	-		0%
Miscellaneous contingency	4,000	-	-	0%
<b>TOTAL FIELD OPERATIONS</b>	<b>1,010,396</b>	<b>494,004</b>	<b>78,197</b>	<b>49%</b>
<b>STAFF SUPPORT</b>				
Payroll	607,333	258,311	37,042	43%
Merit pay/bonus	25,000	2,138		9%
Payroll taxes	79,257	18,676	2,861	24%
Health insurance	106,000	48,649	5,331	46%
Insurance: workers' compensation	30,000	12,055	-	40%
Payroll services	6,250	2,539	336	41%
Mileage reimbursement	2,750	2,901	603	105%
Vehicle Allowance	14,000	-	-	0%
<b>TOTAL STAFF SUPPORT</b>	<b>870,590</b>	<b>345,269</b>	<b>46,172</b>	<b>40%</b>
<b>AMENITY OPERATIONS</b>				
Amenity Management	592,786	296,393	49,399	50%
A/C maintenance and service	3,900	-	-	0%
Fitness equipment service	7,500	630	175	8%
Music licensing	3,520	3,757	-	107%
Pool/spa permits	875			0%
Pool chemicals	15,500	7,752	2,622	50%

**GRAND HAVEN CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the period from October 1, 2021 through March 31, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
Pest control	3,900	905	145	23%
Amenity maintenance	110,000	147,287	16,809	134%
Special events	10,000	1,764	264	18%
<b>TOTAL AMENITY</b>	<b>747,981</b>	<b>458,487</b>	<b>69,414</b>	<b>61%</b>
<b>SECURITY</b>				
Gate access control staffing	204,375	102,613	15,577	50%
Additional guards	8,000	2,341	-	29%
Guardhouse facility maintenance	16,000	6,905	830	43%
Gate communication devices	21,000	4,921	-	23%
Gate operating supplies	16,000	28,742	7,614	180%
Fire & security system	5,300	2,563	1,100	48%
<b>TOTAL SECURITY</b>	<b>270,675</b>	<b>148,084</b>	<b>25,121</b>	<b>55%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,623,389</b>	<b>1,839,021</b>	<b>278,481</b>	<b>51%</b>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		1,655,089		
FUNDS TRANSFER EXPENSE		(3,642,439)	-	
FUND BALANCE - BEGINNING		3,979,281		
<b>FUND BALANCE ENDING</b>		<b>1,991,931</b>		
<b>ANALYSIS OF FUND BALANCE</b>				
DISASTER		750,000		
3 MONTHS WORKING CAPITAL		945,505		
UNASSIGNED		296,426		
<b>FUND BALANCE - ENDING</b>		<b>\$ 1,991,931</b>		

**GRAND HAVEN CDD**  
**SPECIAL REVENUE FUND - INFRASTRUCTURE REINVESTMENT**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For the period from October 1, 2021 through March 31, 2022**

	<u>Adopted Budget</u>	<u>Year To Date</u>	<u>Current Month</u>	<u>% of Budget</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 781,860	\$ 757,578	\$ 3,892.76	97%
DISCOUNT (ASSESSMENTS)	-	-		
INTEREST REVENUE	5,500	-	-	
<b>TOTAL REVENUE</b>	<u>787,360</u>	<u>757,578</u>	<u>3,892.76</u>	<u>97%</u>
<b>EXPENDITURES</b>				
GENERAL INFRASTRUCTURE REPLACEMENT	1,082,025	375,821	141,522	35%
<b>TOTAL EXPENDITURES</b>	<u>1,082,025</u>	<u>375,821</u>	<u>141,522</u>	<u>35%</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXP.</b>	<b>(294,665)</b>	<b>381,757</b>	<b>(137,630)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>				
BOND PROCEEDS	-	-		
TRANSFER IN (OUT)	1,721,211	3,642,439	-	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>1,721,211</u>	<u>3,642,439</u>	<u>-</u>	
FUND BALANCE BEGINNING	-	-		
NET CHANGE IN FUND BALANCE	1,426,546	4,024,196		
<b>FUND BALANCE - ENDING</b>	<u>\$ 1,426,546</u>	<u>\$ 4,024,196</u>		
Analysis of Fund Balance				
Committed: Future Capital Improvements		1,069,910		
Assigned: 3 months working capital		356,637		
Unassigned		2,597,649		
<b>FUND BALANCE - ENDING</b>		<u>\$ 4,024,196</u>		

**Grand Haven CDD**  
**Check Detail**  
 March 2022

Type	Num	Date	Name	Account	Paid Amount
Check		03/18/2022		1101003 · SunTrust Operating	
				1513035 · Misc-Bank Charges	-57.36
TOTAL					-57.36
Bill Pmt -Check	031122ach1	03/11/2022	ADP	1101000 · Cash- Operating Acco...	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-2,372.91
				572.302 · Payroll Taxes	-1,397.23
TOTAL					-3,770.14
Bill Pmt -Check	031122ACH1	03/11/2022	ADP	1101000 · Cash- Operating Acco...	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-59.49
				572.302 · Payroll Taxes	-59.50
TOTAL					-118.99
Bill Pmt -Check	031822ach-1	03/18/2022	ADP	1101000 · Cash- Operating Acco...	
Bill	601099275	03/18/2022		1511002 · Payroll Services	-260.54
TOTAL					-260.54
Bill Pmt -Check	032522ACH1	03/25/2022	ADP	1101000 · Cash- Operating Acco...	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-2,432.11
				572.302 · Payroll Taxes	-1,404.36
TOTAL					-3,836.47
Bill Pmt -Check	031122ach2	03/11/2022	Barry Kloptosky	1101000 · Cash- Operating Acco...	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-3,067.28
TOTAL					-3,067.28

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>031122ACH2</b>	<b>03/11/2022</b>	<b>Barry Kloptosky</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122-2	03/11/2022		572.910 · Payroll Expense	-718.31
TOTAL					-718.31
<b>Bill Pmt -Check</b>	<b>031822ACH-2</b>	<b>03/18/2022</b>	<b>ADP</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	601575430	03/11/2022		1511002 · Payroll Services	-75.00
TOTAL					-75.00
<b>Bill Pmt -Check</b>	<b>032522ach2</b>	<b>03/25/2022</b>	<b>Barry Kloptosky</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-3,067.28
TOTAL					-3,067.28
<b>Bill Pmt -Check</b>	<b>031122ach3</b>	<b>03/11/2022</b>	<b>Bryon C. Lenhart</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,399.78
TOTAL					-1,399.78
<b>Bill Pmt -Check</b>	<b>032522ach3</b>	<b>03/25/2022</b>	<b>Bryon C. Lenhart</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,405.86
TOTAL					-1,405.86
<b>Bill Pmt -Check</b>	<b>031122ach4</b>	<b>03/11/2022</b>	<b>Donna Conforti</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,275.57
TOTAL					-1,275.57
<b>Bill Pmt -Check</b>	<b>032522ach4</b>	<b>03/25/2022</b>	<b>Donna Conforti</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,275.57
TOTAL					-1,275.57

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>031122ach5</b>	<b>03/11/2022</b>	<b>Edward Weyant</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,154.98
TOTAL					-1,154.98
<b>Bill Pmt -Check</b>	<b>032522ach5</b>	<b>03/25/2022</b>	<b>Edward Weyant</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,346.84
TOTAL					-1,346.84
<b>Bill Pmt -Check</b>	<b>031122ach6</b>	<b>03/11/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,865.13
TOTAL					-1,865.13
<b>Bill Pmt -Check</b>	<b>032522ach6</b>	<b>03/25/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,785.01
TOTAL					-1,785.01
<b>Bill Pmt -Check</b>	<b>031122ach7</b>	<b>03/11/2022</b>	<b>Joseph Osborne</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	31122	03/11/2022		572.910 · Payroll Expense	-1,218.93
TOTAL					-1,218.93
<b>Bill Pmt -Check</b>	<b>032522ach7</b>	<b>03/25/2022</b>	<b>Joseph Osborne</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,346.84
TOTAL					-1,346.84
<b>Bill Pmt -Check</b>	<b>031122ach8</b>	<b>03/11/2022</b>	<b>Ken Brokaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,135.52
TOTAL					-1,135.52

**Grand Haven CDD**  
**Check Detail**  
 March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>032522ach8</b>	<b>03/25/2022</b>	<b>Ken Brokaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,141.05
TOTAL					-1,141.05
<b>Bill Pmt -Check</b>	<b>031122ach9</b>	<b>03/11/2022</b>	<b>Leroy Mitchell</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,329.84
TOTAL					-1,329.84
<b>Bill Pmt -Check</b>	<b>032522ach9</b>	<b>03/25/2022</b>	<b>Leroy Mitchell</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,304.91
TOTAL					-1,304.91
<b>Bill Pmt -Check</b>	<b>031122ach10</b>	<b>03/11/2022</b>	<b>Melinda Willems</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,329.84
TOTAL					-1,329.84
<b>Bill Pmt -Check</b>	<b>032522ach10</b>	<b>03/25/2022</b>	<b>Melinda Willems</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,329.84
TOTAL					-1,329.84
<b>Bill Pmt -Check</b>	<b>031122ach11</b>	<b>03/11/2022</b>	<b>Vanessa Stepniak</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031122	03/11/2022		572.910 · Payroll Expense	-1,839.63
TOTAL					-1,839.63
<b>Bill Pmt -Check</b>	<b>032522ach11</b>	<b>03/25/2022</b>	<b>Vanessa Stepniak</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032522	03/25/2022		572.910 · Payroll Expense	-1,839.63
TOTAL					-1,839.63



## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1616</b>	<b>03/01/2022</b>	<b>Poolsure</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	111295598734	03/01/2022		572.744 · Pool Chemicals	-1,311.13
TOTAL					-1,311.13
<b>Bill Pmt -Check</b>	<b>1617</b>	<b>03/04/2022</b>	<b>Barry Kloptosky</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	020122 Mileage	03/04/2022		572.304 · Mileage Reimbursement	-238.10
TOTAL					-238.10
<b>Bill Pmt -Check</b>	<b>1618</b>	<b>03/04/2022</b>	<b>Bryon C. Lenhart</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	020122 Mileage	03/04/2022		572.304 · Mileage Reimbursement	-128.80
TOTAL					-128.80
<b>Bill Pmt -Check</b>	<b>1619</b>	<b>03/04/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030122 Milege	03/04/2022		572.304 · Mileage Reimbursement	-116.48
TOTAL					-116.48
<b>Bill Pmt -Check</b>	<b>1620</b>	<b>03/04/2022</b>	<b>Joseph Osborne</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	020122 Mileage	03/04/2022		572.304 · Mileage Reimbursement	-22.96
TOTAL					-22.96
<b>Bill Pmt -Check</b>	<b>1621</b>	<b>03/04/2022</b>	<b>Ken Brokaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	020122 Mileage	03/04/2022		572.304 · Mileage Reimbursement	-96.26
TOTAL					-96.26
<b>Bill Pmt -Check</b>	<b>1622</b>	<b>03/04/2022</b>	<b>Spectrum</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	096045701022422	02/24/2022		572.709 · Cable Internet VS/CS	-1,273.65
TOTAL					-1,273.65

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1623</b>	<b>03/04/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	RaceTrac	02/25/2022		572.785 · Community Maintenance	-36.50
TOTAL					-36.50
<b>Bill Pmt -Check</b>	<b>1624</b>	<b>03/04/2022</b>	<b>NetFortris</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	IN-US11171105	02/28/2022		572.707 · Village Center Phone & ...	-543.36
TOTAL					-543.36
<b>Bill Pmt -Check</b>	<b>1625</b>	<b>03/04/2022</b>	<b>Amenity Managem...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	395926	03/01/2022		572.305 · Amenity Management	-49,398.80
TOTAL					-49,398.80
<b>Bill Pmt -Check</b>	<b>1626</b>	<b>03/03/2022</b>	<b>Chip Howden</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030322	03/03/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1627</b>	<b>03/03/2022</b>	<b>Dr. Merrill Stass-Is...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030322	03/03/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1628</b>	<b>03/03/2022</b>	<b>John Polizzi</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030322	03/03/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1629</b>	<b>03/03/2022</b>	<b>Kevin Foley</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030322	03/03/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1630</b>	<b>03/03/2022</b>	<b>Michael Flanagan</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030322	03/03/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1632</b>	<b>03/04/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3133286476	02/23/2022		532.306 · Propane	-506.29
TOTAL					-506.29
<b>Bill Pmt -Check</b>	<b>1633</b>	<b>03/04/2022</b>	<b>Celera IT Services, ...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1333	03/01/2022		519.952 · IT Support	-2,707.50
TOTAL					-2,707.50
<b>Bill Pmt -Check</b>	<b>1634</b>	<b>03/04/2022</b>	<b>Clark &amp; Albaugh, L...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	17837	03/01/2022		514.007 · Legal - General Counsel	-10,117.50
TOTAL					-10,117.50
<b>Bill Pmt -Check</b>	<b>1635</b>	<b>03/04/2022</b>	<b>SE Cline</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	9665	02/28/2022		572.785 · Community Maintenance	-2,120.00
TOTAL					-2,120.00
<b>Bill Pmt -Check</b>	<b>1636</b>	<b>03/04/2022</b>	<b>FPL</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	94837-67167 02.22	02/25/2022		531.301 · Electric Services	-99.58
Bill	32277-12316 02.22	02/25/2022		531.301 · Electric Services	-40.73
Bill	19787-21338 02.22	02/25/2022		531.301 · Electric Services	-46.40
Bill	12154-81233 02.22	02/25/2022		531.301 · Electric Services	-29.03
Bill	02759-70333 02.22	02/25/2022		531.309 · Electric - Creekside	-779.47
Bill	70187-87064 02.22	02/25/2022		531.309 · Electric - Creekside	-1,537.06
Bill	96687-18308 02.22	02/25/2022		531.304 · Electric - Village Center	-2,872.50
Bill	04372-49345 02.22	02/25/2022		531.307 · Street Lights	-29.37
Bill	05037-89539 02.22	02/25/2022		531.307 · Street Lights	-18.95
Bill	23753-67154 02.22	02/25/2022		531.307 · Street Lights	-65.05
Bill	46892-40333 02.22	02/25/2022		531.307 · Street Lights	-10.01
Bill	61848-75257 02.22	02/25/2022		531.307 · Street Lights	-14.89

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
Bill	69630-56590 02.22	02/25/2022		531.307 · Street Lights	-17.08
Bill	75081-99150 02.22	02/25/2022		531.307 · Street Lights	-15.93
TOTAL					-5,576.05
<b>Bill Pmt -Check</b>	<b>1637</b>	<b>03/04/2022</b>	<b>FPL Summary</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	02.2022	02/28/2022		531.301 · Electric Services 531.307 · Street Lights	-279.10 -1,471.45
TOTAL					-1,750.55
<b>Bill Pmt -Check</b>	<b>1638</b>	<b>03/04/2022</b>	<b>Jason Shaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	010522	01/05/2022		539.619 · Tree Maintenance	-2,500.00
Bill	022322	02/23/2022		539.660 · Firewise Project 572.780 · Amenity Maintenance	-1,800.00 -2,700.00
TOTAL					-7,000.00
<b>Bill Pmt -Check</b>	<b>1639</b>	<b>03/04/2022</b>	<b>Massey Services Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	47053174	02/09/2022		572.765 · Pest Control	-45.00
TOTAL					-45.00
<b>Bill Pmt -Check</b>	<b>1640</b>	<b>03/04/2022</b>	<b>Precision Land Gra...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	421	03/01/2022		539.606 · Landscape Maintenance ...	-4,233.33
TOTAL					-4,233.33
<b>Bill Pmt -Check</b>	<b>1641</b>	<b>03/04/2022</b>	<b>Sunshine State</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	27752744	02/24/2022		572.780 · Amenity Maintenance	-930.00
TOTAL					-930.00
<b>Bill Pmt -Check</b>	<b>1642</b>	<b>03/04/2022</b>	<b>The Gate Store, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	19093	03/01/2022		529.700 · Guardhouse/Gate Facilit...	-240.00
Bill	19121	03/01/2022		529.736 · Gate Operating Supplies	-4,680.00
TOTAL					-4,920.00

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1643</b>	<b>03/04/2022</b>	<b>Vector Security, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	69616742	02/23/2022		572.907 · Fire & Security System	-86.95
TOTAL					-86.95
<b>Bill Pmt -Check</b>	<b>1644</b>	<b>03/04/2022</b>	<b>VerdeGo</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	7566	03/01/2022		539.604 · Landscape Maint. Contract	-48,817.82
TOTAL					-48,817.82
<b>Bill Pmt -Check</b>	<b>1645</b>	<b>03/07/2022</b>	<b>Home Depot</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	4023465	02/02/2022		572.785 · Community Maintenance	-163.94
Bill	2023606	02/04/2022		572.785 · Community Maintenance	-225.29
Bill	2290004	02/04/2022		572.780 · Amenity Maintenance	-49.46
Bill	9023913	02/07/2022		572.785 · Community Maintenance	-13.63
Bill	1064648	02/15/2022		572.780 · Amenity Maintenance	-33.98
Bill	0370606	02/16/2022		572.785 · Community Maintenance	-5.23
Bill	2060066	02/24/2022		572.780 · Amenity Maintenance	-90.91
Bill				572.785 · Community Maintenance	-35.93
TOTAL					-618.37
<b>Bill Pmt -Check</b>	<b>1646</b>	<b>03/07/2022</b>	<b>WebstaurantStore</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	72145926	02/04/2022		572.780 · Amenity Maintenance	-88.23
Bill	72387144	02/14/2022		572.780 · Amenity Maintenance	-124.78
TOTAL					-213.01
<b>Bill Pmt -Check</b>	<b>1647</b>	<b>03/09/2022</b>	<b>DPFG</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	396588	02/01/2022		513.100 · District Management	-3,260.42
				1513010 · Administrative Services	-866.67
				1513060 · Accounting Services	-1,789.58
				1511004 · Assessment Roll Prepar...	-787.50
Bill	396797	03/01/2022		513.100 · District Management	-3,260.42
				1513010 · Administrative Services	-866.67
				1513060 · Accounting Services	-1,789.58
				1511004 · Assessment Roll Prepar...	-787.50
TOTAL					-13,408.34

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1648</b>	<b>03/09/2022</b>	<b>Vesta Property Ser...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	395650	01/31/2022		572.780 · Amenity Maintenance	-81.94
TOTAL					-81.94
<b>Bill Pmt -Check</b>	<b>1649</b>	<b>03/11/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1LPH-QG1N-L6MR	03/08/2022		572.780 · Amenity Maintenance	-55.76
Bill	1X3T-NN4C-CWQ3	03/09/2022		572.780 · Amenity Maintenance	-369.98
TOTAL					-425.74
<b>Bill Pmt -Check</b>	<b>1650</b>	<b>03/11/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3133566271	02/28/2022		532.306 · Propane	-761.74
Bill	3133566279	02/28/2022		532.306 · Propane	-284.15
TOTAL					-1,045.89
<b>Bill Pmt -Check</b>	<b>1651</b>	<b>03/11/2022</b>	<b>AT&amp;T</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	386 445-7774 02/22	02/22/2022		529.736 · Gate Operating Supplies	-205.12
Bill	386 445-2376 02/22	02/22/2022		529.736 · Gate Operating Supplies	-622.23
Bill	386 446-0940 03/22	03/01/2022		529.736 · Gate Operating Supplies	-218.02
TOTAL					-1,045.37
<b>Bill Pmt -Check</b>	<b>1652</b>	<b>03/11/2022</b>	<b>Big Frog</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	11,351	03/07/2022		572.702 · Office Supplies Field Ops	-98.97
TOTAL					-98.97
<b>Bill Pmt -Check</b>	<b>1653</b>	<b>03/11/2022</b>	<b>Bug-Guard Service...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	210325	03/03/2022		572.765 · Pest Control	-25.00
Bill	210326	03/03/2022		572.765 · Pest Control	-25.00
TOTAL					-50.00

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1654</b>	<b>03/11/2022</b>	<b>Coastal Supplies</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	59665	03/01/2022		572.702 · Office Supplies Field Ops	-28.95
TOTAL					-28.95
<b>Bill Pmt -Check</b>	<b>1655</b>	<b>03/11/2022</b>	<b>Culligan</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	395376 02-22	02/28/2022		572.780 · Amenity Maintenance	-35.00
Bill	395392 02-22	02/28/2022		572.780 · Amenity Maintenance	-16.03
TOTAL					-51.03
<b>Bill Pmt -Check</b>	<b>1656</b>	<b>03/11/2022</b>	<b>Daytona Pressure</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1819	03/01/2022		572.785 · Community Maintenance	-120.82
TOTAL					-120.82
<b>Bill Pmt -Check</b>	<b>1657</b>	<b>03/11/2022</b>	<b>Guard One Protecti...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	121653	03/07/2022		529.306 · Gate Access Control Sta...	-7,798.56
TOTAL					-7,798.56
<b>Bill Pmt -Check</b>	<b>1658</b>	<b>03/11/2022</b>	<b>Jason Shaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030222	03/02/2022		539.619 · Tree Maintenance	-2,500.00
TOTAL					-2,500.00
<b>Bill Pmt -Check</b>	<b>1659</b>	<b>03/11/2022</b>	<b>Lloyd's Exercise E...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	94S2-2022	02/09/2022		572.715 · Fitness Center Equipment	-175.00
TOTAL					-175.00
<b>Bill Pmt -Check</b>	<b>1660</b>	<b>03/11/2022</b>	<b>Louise Leister</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	0150	03/04/2022		539.600 · Horticultural Consultant	-800.00
TOTAL					-800.00

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1661</b>	<b>03/11/2022</b>	<b>Oldcastle APG</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	364047823	02/24/2022		572.780 · Amenity Maintenance	-6,071.55
TOTAL					-6,071.55
<b>Bill Pmt -Check</b>	<b>1662</b>	<b>03/11/2022</b>	<b>Treetop Products</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	INVTRE 14537	03/02/2022		572.780 · Amenity Maintenance	-1,148.21
TOTAL					-1,148.21
<b>Bill Pmt -Check</b>	<b>1663</b>	<b>03/11/2022</b>	<b>VerdeGo</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	7631	02/28/2022		539.608 · Landscape Repairs & Re...	-4,641.50
Bill	7628	02/28/2022		539.608 · Landscape Repairs & Re...	-3,577.50
TOTAL					-8,219.00
<b>Bill Pmt -Check</b>	<b>1664</b>	<b>03/11/2022</b>	<b>WebWatchDogs</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	7490	03/04/2022		529.700 · Guardhouse/Gate Facilit...	-350.00
TOTAL					-350.00
<b>Bill Pmt -Check</b>	<b>1665</b>	<b>03/11/2022</b>	<b>A &amp; A Lock, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	104113	03/07/2022		572.780 · Amenity Maintenance	-60.00
TOTAL					-60.00
<b>Bill Pmt -Check</b>	<b>1666</b>	<b>03/11/2022</b>	<b>City of Palm Coast</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	15017222	02/25/2022		536.309 · Water - Creekside	-611.81
Bill	15017160	02/25/2022		536.304 · Water - Village Center	-1,237.79
Bill	15017615	02/25/2022		536.301 · Water Services	-231.46
Bill	15017616	02/25/2022		536.301 · Water Services	-9.59
Bill	15014656	02/25/2022		536.301 · Water Services	-3,755.84
Bill	15017942	02/25/2022		536.301 · Water Services	-7.52
Bill	15019516	02/25/2022		536.301 · Water Services	-607.63
Bill	15019538	02/25/2022		536.301 · Water Services	-504.93
Bill	15019539	02/25/2022		536.301 · Water Services	-9.59
Bill	15017584	02/25/2022		536.301 · Water Services	-437.26
Bill	15019274	02/25/2022		536.301 · Water Services	-253.61



## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
Bill	15019275	02/25/2022		536.301 · Water Services	-282.64
Bill	15017217	02/25/2022		536.301 · Water Services	-40.88
Bill	15017821	02/25/2022		536.301 · Water Services	-48.12
Bill	15017155	02/25/2022		536.301 · Water Services	-9.59
Bill	15017156	02/25/2022		536.301 · Water Services	-19.81
Bill	15017157	02/25/2022		536.301 · Water Services	-9.59
Bill	15018189	02/25/2022		536.301 · Water Services	-9.59
Bill	15017161	02/25/2022		536.301 · Water Services	-33.51
Bill	15017162	02/25/2022		536.301 · Water Services	-64.45
Bill	15017164	02/25/2022		536.301 · Water Services	-15.34
Bill	15017165	02/25/2022		536.301 · Water Services	-91.37
Bill	15017166	02/25/2022		536.301 · Water Services	-51.84
Bill	15017167	02/25/2022		536.301 · Water Services	-42.98
Bill	15017168	02/25/2022		536.301 · Water Services	-18.09
Bill	15017169	02/25/2022		536.301 · Water Services	-9.59
Bill	15017170	02/25/2022		536.301 · Water Services	-19.29
Bill	15017171	02/25/2022		536.301 · Water Services	-39.65
Bill	15017172	02/25/2022		536.301 · Water Services	-48.86
Bill	15017173	02/25/2022		536.301 · Water Services	-14.54
Bill	15017174	02/25/2022		536.301 · Water Services	-39.94
Bill	15017175	02/25/2022		536.301 · Water Services	-9.59
Bill	15017177	02/25/2022		536.301 · Water Services	-13.23
Bill	15017178	02/25/2022		536.301 · Water Services	-9.74
Bill	15017179	02/25/2022		536.301 · Water Services	-10.71
Bill	15017180	02/25/2022		536.301 · Water Services	-10.08
Bill	15017181	02/25/2022		536.301 · Water Services	-5.68
Bill	15017183	02/25/2022		536.301 · Water Services	-9.59
Bill	15017184	02/25/2022		536.301 · Water Services	-20.03
Bill	15017187	02/25/2022		536.301 · Water Services	-9.59
Bill	15017203	02/25/2022		536.301 · Water Services	-29.01
Bill	15017204	02/25/2022		536.301 · Water Services	-9.59
Bill	15017205	02/25/2022		536.301 · Water Services	-13.17
Bill	15017207	02/25/2022		536.301 · Water Services	-9.59
Bill	15017213	02/25/2022		536.301 · Water Services	-9.59
Bill	15017214	02/25/2022		536.301 · Water Services	-181.81
Bill	15017943	02/25/2022		536.301 · Water Services	-31.88
Bill	15017944	02/25/2022		536.301 · Water Services	-7.52
Bill	15017945	02/25/2022		536.301 · Water Services	-7.52
Bill	15017946	02/25/2022		536.301 · Water Services	-608.09
Bill	15017947	02/25/2022		536.301 · Water Services	-760.98
TOTAL					-10,343.69

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1667</b>	<b>03/14/2022</b>	<b>Allied Administrators</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	04.2022	03/09/2022		572.913 · Health Insurance	-423.50
TOTAL					-423.50
<b>Bill Pmt -Check</b>	<b>1668</b>	<b>03/18/2022</b>	<b>Chip Howden</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031722	03/18/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1669</b>	<b>03/18/2022</b>	<b>Dr. Merrill Stass-Is...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031722	03/18/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1670</b>	<b>03/18/2022</b>	<b>John Polizzi</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031722	03/18/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1671</b>	<b>03/18/2022</b>	<b>Kevin Foley</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031722	03/18/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1672</b>	<b>03/18/2022</b>	<b>Michael Flanagan</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	031822	03/18/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1673</b>	<b>03/10/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
TOTAL					0.00

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1674</b>	<b>03/18/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1GRG-QMFM-FL6Y	03/12/2022		572.780 · Amenity Maintenance	-13.55
TOTAL					-13.55
<b>Bill Pmt -Check</b>	<b>1675</b>	<b>03/18/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3133687770	03/04/2022		532.306 · Propane	-468.67
TOTAL					-468.67
<b>Bill Pmt -Check</b>	<b>1676</b>	<b>03/18/2022</b>	<b>AT&amp;T Mobility</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	X03142022	03/06/2022		529.739 · Landlines / Hot Spots	-209.50
TOTAL					-209.50
<b>Bill Pmt -Check</b>	<b>1677</b>	<b>03/18/2022</b>	<b>Blue Ribbon Pools</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	845996	03/14/2022		572.780 · Amenity Maintenance	-605.00
TOTAL					-605.00
<b>Bill Pmt -Check</b>	<b>1678</b>	<b>03/18/2022</b>	<b>DoorKing Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1769473	03/10/2022		529.736 · Gate Operating Supplies	-32.95
TOTAL					-32.95
<b>Bill Pmt -Check</b>	<b>1679</b>	<b>03/18/2022</b>	<b>Jason Shaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030922	03/09/2022		539.619 · Tree Maintenance	-2,500.00
TOTAL					-2,500.00
<b>Bill Pmt -Check</b>	<b>1680</b>	<b>03/18/2022</b>	<b>Jeremy Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	RT 030922	03/09/2022		572.785 · Community Maintenance	-42.25
TOTAL					-42.25

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1681</b>	<b>03/18/2022</b>	<b>Joshuas Tree Land...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	03-10-22	03/10/2022		539.755 · Unbudgeted Cap Project	-29,100.00
TOTAL					-29,100.00
<b>Bill Pmt -Check</b>	<b>1682</b>	<b>03/18/2022</b>	<b>Massey Services Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	47415575	03/15/2022		572.765 · Pest Control	-45.00
TOTAL					-45.00
<b>Bill Pmt -Check</b>	<b>1683</b>	<b>03/18/2022</b>	<b>Solitude Lake Man...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	PI-A00769535	03/01/2022		538.602 · Aquatic Contract	-4,301.42
Bill	PI-A00769536	03/01/2022		538.605 · Aquatic Contract - Lake ...	-374.48
TOTAL					-4,675.90
<b>Bill Pmt -Check</b>	<b>1684</b>	<b>03/18/2022</b>	<b>Sunshine State</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	28114466	03/08/2022		572.780 · Amenity Maintenance	-199.00
TOTAL					-199.00
<b>Bill Pmt -Check</b>	<b>1685</b>	<b>03/18/2022</b>	<b>Superior Fence &amp; ...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1241	03/07/2022		572.780 · Amenity Maintenance	-4,972.00
TOTAL					-4,972.00
<b>Bill Pmt -Check</b>	<b>1686</b>	<b>03/18/2022</b>	<b>The Gate Store, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	19168	03/09/2022		529.736 · Gate Operating Supplies	-313.06
TOTAL					-313.06
<b>Bill Pmt -Check</b>	<b>1687</b>	<b>03/18/2022</b>	<b>TUI</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	AR32229	02/24/2022		572.702 · Office Supplies Field Ops	-116.12
TOTAL					-116.12

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1688</b>	<b>03/18/2022</b>	<b>Welch Tennis Cour...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	65843	03/10/2022		572.780 · Amenity Maintenance	-158.18
TOTAL					-158.18
<b>Bill Pmt -Check</b>	<b>1689</b>	<b>03/21/2022</b>	<b>UnitedHealthcare</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	167077225573	03/10/2022		572.913 · Health Insurance	-29.25
TOTAL					-29.25
<b>Bill Pmt -Check</b>	<b>1690</b>	<b>03/21/2022</b>	<b>AT&amp;T</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	386 447-8191 03/22	03/08/2022		529.736 · Gate Operating Supplies	-243.01
Bill	386 447-0244 03/22	03/08/2022		529.736 · Gate Operating Supplies	-609.51
Bill	386 447-0206 03/22	03/08/2022		529.736 · Gate Operating Supplies	-221.07
Bill	386 447-3959 03/22	03/08/2022		529.736 · Gate Operating Supplies	-226.57
TOTAL					-1,300.16
<b>Bill Pmt -Check</b>	<b>1691</b>	<b>03/25/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	16MX-39LW-GY3P	03/16/2022		572.702 · Office Supplies Field Ops	-13.88
Bill	1CFN-44DN-N3Q9	03/17/2022		572.780 · Amenity Maintenance	-99.92
Bill	1RFR-LPKR-13FL	03/21/2022		572.780 · Amenity Maintenance	-39.98
Bill	1MPR-GJMD-FMJH	03/21/2022		572.785 · Community Maintenance	-247.99
TOTAL					-401.77
<b>Bill Pmt -Check</b>	<b>1692</b>	<b>03/25/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3133893156	03/08/2022		532.306 · Propane	-235.02
Bill	3133932152	03/09/2022		532.306 · Propane	-427.58
TOTAL					-662.60
<b>Bill Pmt -Check</b>	<b>1693</b>	<b>03/25/2022</b>	<b>ARI Services</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	2642	02/14/2022		572.780 · Amenity Maintenance	-600.75
TOTAL					-600.75

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1694</b>	<b>03/25/2022</b>	<b>Blue Ribbon Pools</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	845997	03/14/2022		572.780 · Amenity Maintenance	-685.00
TOTAL					-685.00
<b>Bill Pmt -Check</b>	<b>1695</b>	<b>03/25/2022</b>	<b>FPL</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	16866-58285 03.22	03/18/2022		531.307 · Street Lights	-76.30
Bill	24131-28287 03.22	03/18/2022		531.307 · Street Lights	-18.00
Bill	37829-63213 03.22	03/18/2022		531.307 · Street Lights	-20.21
Bill	52774-87285 03.22	03/18/2022		531.307 · Street Lights	-22.77
Bill	54366-71209 03.22	03/18/2022		531.307 · Street Lights	-15.00
Bill	56830-70071 03.22	03/18/2022		531.307 · Street Lights	-20.11
Bill	72722-70245 03.22	03/18/2022		531.307 · Street Lights	-19.75
Bill	76404-37286 03.22	03/18/2022		531.307 · Street Lights	-21.15
Bill	77367-05133 03.22	03/18/2022		531.307 · Street Lights	-20.79
TOTAL					-234.08
<b>Bill Pmt -Check</b>	<b>1696</b>	<b>03/25/2022</b>	<b>Poolsure</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	111295599093	03/25/2022		572.744 · Pool Chemicals	-1,311.13
TOTAL					-1,311.13
<b>Bill Pmt -Check</b>	<b>1697</b>	<b>03/25/2022</b>	<b>VerdeGo</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	7703	03/17/2022		539.609 · Irrigation Repairs/Replac...	-386.83
Bill	7702	03/17/2022		539.609 · Irrigation Repairs/Replac...	-374.68
Bill	7701	03/17/2022		539.609 · Irrigation Repairs/Replac...	-229.45
Bill	7700	03/17/2022		539.609 · Irrigation Repairs/Replac...	-126.02
Bill	7699	03/17/2022		539.609 · Irrigation Repairs/Replac...	-875.00
TOTAL					-1,991.98
<b>Bill Pmt -Check</b>	<b>1698</b>	<b>03/25/2022</b>	<b>Welch Tennis Cour...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	65963	03/17/2022		572.780 · Amenity Maintenance	-176.14
TOTAL					-176.14

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>Bunny030122</b>	<b>03/01/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Bunny 2971012776	03/01/2022		574.775 · Special Holiday Events	-264.00
TOTAL					-264.00
<b>Bill Pmt -Check</b>	<b>ECHK 030122</b>	<b>03/01/2022</b>	<b>Florida Blue</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	02/18/22	02/18/2022		572.913 · Health Insurance	-7,007.10
TOTAL					-7,007.10
<b>Bill Pmt -Check</b>	<b>Amaz 030222</b>	<b>03/02/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Amazon 03/02/22	03/02/2022		572.780 · Amenity Maintenance	-64.95
TOTAL					-64.95
<b>Bill Pmt -Check</b>	<b>DPFG 030222</b>	<b>03/02/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	DPFG 3275993	03/02/2022		513.801 · Legal Advertising	-267.16
TOTAL					-267.16
<b>Bill Pmt -Check</b>	<b>Stap 030422</b>	<b>03/04/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 091109	03/04/2022		572.780 · Amenity Maintenance	-447.37
TOTAL					-447.37
<b>Bill Pmt -Check</b>	<b>Fedx 031422</b>	<b>03/14/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Fedex 004447	03/14/2022		572.780 · Amenity Maintenance	-9.80
TOTAL					-9.80
<b>Bill Pmt -Check</b>	<b>Race 031522</b>	<b>03/15/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3534502	03/15/2022		541.615 · Vehicles Repair & Maint	-200.00
TOTAL					-200.00

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>Race 031522</b>	<b>03/15/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3534489	03/15/2022		541.615 · Vehicles Repair & Maint	-100.00
TOTAL					-100.00
<b>Bill Pmt -Check</b>	<b>Race 031522</b>	<b>03/15/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3534466	03/15/2022		541.615 · Vehicles Repair & Maint	-350.00
TOTAL					-350.00
<b>Bill Pmt -Check</b>	<b>Race 031522</b>	<b>03/15/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3534423	03/15/2022		541.615 · Vehicles Repair & Maint	-250.00
TOTAL					-250.00
<b>Bill Pmt -Check</b>	<b>Race 031522</b>	<b>03/15/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3534397	03/15/2022		541.615 · Vehicles Repair & Maint	-85.00
TOTAL					-85.00
<b>Bill Pmt -Check</b>	<b>Stap 031522</b>	<b>03/15/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 5784	03/15/2022		572.702 · Office Supplies Field Ops	-232.73
TOTAL					-232.73
<b>Bill Pmt -Check</b>	<b>ACH 031622</b>	<b>03/16/2022</b>	<b>Lowe's</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	673.79	01/07/2022		572.780 · Amenity Maintenance	-673.79
Bill	259.51	01/07/2022		572.780 · Amenity Maintenance	-15.18
				572.785 · Community Maintenance	-244.33
Bill	987996	02/02/2022		572.785 · Community Maintenance	-103.46
Bill	909271	02/22/2022		572.780 · Amenity Maintenance	-148.12
Bill	911043	02/23/2022		572.780 · Amenity Maintenance	-247.69
Bill	902763	03/01/2022		572.785 · Community Maintenance	-644.06
Bill	902741	03/01/2022		572.780 · Amenity Maintenance	-82.87
Bill	902336	03/04/2022		572.785 · Community Maintenance	-747.65
Bill	923901	03/04/2022		572.780 · Amenity Maintenance	-55.48
Bill	901829	03/04/2022		572.785 · Community Maintenance	-9.01



## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
				572.780 · Amenity Maintenance	-37.96
				572.702 · Office Supplies Field Ops	-5.21
TOTAL					-3,014.81
<b>Bill Pmt -Check</b>	<b>Acme 032122</b>	<b>03/21/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Acme 03/03/22	03/03/2022		572.702 · Office Supplies Field Ops	-25.00
TOTAL					-25.00
<b>Bill Pmt -Check</b>	<b>Ston 032122</b>	<b>03/21/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Stone 03/21/22	03/21/2022		572.780 · Amenity Maintenance	-650.30
TOTAL					-650.30
<b>Bill Pmt -Check</b>	<b>Amaz 032222</b>	<b>03/22/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Amazon 03/22/22	03/22/2022		572.702 · Office Supplies Field Ops	-76.89
TOTAL					-76.89
<b>Bill Pmt -Check</b>	<b>Amaz 032222</b>	<b>03/22/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Amazon 03/22/22	03/22/2022		572.780 · Amenity Maintenance	-149.90
TOTAL					-149.90
<b>Bill Pmt -Check</b>	<b>Ston 032222</b>	<b>03/22/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Stone 03/22/22	03/22/2022		572.780 · Amenity Maintenance	-282.18
TOTAL					-282.18
<b>Bill Pmt -Check</b>	<b>Amaz 032322</b>	<b>03/23/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Amazon 03/22/22	03/23/2022		572.780 · Amenity Maintenance	-149.90
TOTAL					-149.90

## Grand Haven CDD Check Detail March 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>Stap 032522</b>	<b>03/25/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 043040	03/25/2022		572.780 · Amenity Maintenance	-531.15
TOTAL					-531.15
<b>Bill Pmt -Check</b>	<b>032822ACH</b>	<b>03/28/2022</b>	<b>Florida Blue</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	75668396	03/18/2022		572.913 · Health Insurance	-4,878.08
TOTAL					-4,878.08
<b>Bill Pmt -Check</b>	<b>Pwr 032922</b>	<b>03/29/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Pwr 310997	03/29/2022		541.615 · Vehicles Repair & Maint	-272.14
TOTAL					-272.14
<b>Bill Pmt -Check</b>	<b>ELS 033022</b>	<b>03/30/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	ELS 271176	03/30/2022		572.785 · Community Maintenance	-48.67
TOTAL					-48.67
<b>Bill Pmt -Check</b>	<b>Tax 033122</b>	<b>03/31/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Tax 1333972	03/31/2022		541.615 · Vehicles Repair & Maint	-314.57
TOTAL					-314.57

# EXHIBIT 8

# Grand Haven Community Development District

Financial Statements  
(Unaudited)

Period Ending  
April 30, 2022

**Grand Haven CDD  
Balance Sheet  
April 30, 2022**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total</u>
BU OPERATING	\$ 2,693,747	\$ 1,118,170	\$ 3,811,917
BU DEBIT CARD	14,874		14,874
SUNTRUST OPERATING	5,778		5,778
SBA 161601A	6,992		6,992
BU - SRF	-	1,921,303	1,921,303
IBERIA BANK MMA	127		127
ON ROLL ASSESSMENTS RECEIVABLE	23,087	5,072	28,159
ACCOUNTS RECEIVABLE	7,298		7,298
A/R WATER BILLS	724		724
DUE FROM OTHER	-	776,788	776,788
DEPOSITS	110		110
<b>TOTAL ASSETS</b>	<b><u>\$ 2,752,737</u></b>	<b><u>\$ 3,821,333</u></b>	<b><u>\$ 6,574,070</u></b>
<b><u>LIABILITIES:</u></b>			
ACCTS PAYABLE	\$ 53,406	\$ 4,413	\$ 57,818
DUE TO OTHER	776,788		776,788
DEFERRED REVENUE	23,087		23,087
DEFERRED REVENUE WATER / INFRASTRUCTURE	58,021	5,072	63,093
<b><u>FUND BALANCE:</u></b>			
NONSPENDABLE:			
PREPAID AND DEPOSITS	110		110
ASSIGNED:			
3 MONTH WORKING CAPITAL	945,505	356,637	1,302,142
DISASTER	750,000		750,000
FUTURE CAPITAL IMPROVEMENTS	-	1,069,910	1,069,910
UNASSIGNED:	145,930	2,385,302	2,531,231
TOTAL FUND BALANCE	1,841,435	3,811,849	5,653,283
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 2,752,737</u></b>	<b><u>\$ 3,821,333</u></b>	<b><u>\$ 6,574,070</u></b>

**Transfers For April**

**BU Operating SRF to BU Operating GF \$4,695.99**

**GRAND HAVEN CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the period from October 1, 2021 through April 30, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
<b>REVENUES</b>				
ASSESSMENT ON-ROLL (Net)	\$ 3,559,266	\$ 3,536,179	\$ 19,210	99%
REUSE WATER	23,166	19,733	-	85%
GATE & AMENITY GUEST	8,000	6,190	-	77%
TENNIS	500	156	-	31%
ROOM RENTALS	500	2,153	-	431%
INTEREST & MISCELLANEOUS	23,676	15,764	-	67%
ASSESSMENT LEVY - ESCALANTE FUND	8,281	8,228	-	99%
<b>TOTAL REVENUES</b>	<b>3,623,389</b>	<b>3,588,404</b>	<b>19,210</b>	<b>99.03%</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE</b>				
Supervisors - regular meetings	12,000	7,000	1,000	58%
Supervisor - workshops	9,000	6,000	1,000	67%
District Management Services				
District management	39,125	22,823	3,260	58%
Administrative	10,400	6,067	867	58%
Accounting	21,475	12,527	1,790	58%
Assessment roll preparation	9,450	5,513	788	58%
Disclosure report				
Arbitrage rebate calculation				
Office supplies	1,000	1,310	59	131%
Postage	3,000	-	-	0%
Trustee				
Audit	11,300	-	-	0%
Legal - general counsel	103,000	50,755	7,384	49%
Engineering	30,000	16,749	-	56%
Legal advertising	5,200	1,762	-	34%
Bank fees	1,500	588	57	39%
Dues & licenses	175	175	-	100%
Property taxes	2,400	2,087	-	87%
Tax collector				
Contingencies	500	350	-	70%
<b>TOTAL ADMINISTRATIVE</b>	<b>259,525</b>	<b>133,706</b>	<b>16,204</b>	<b>52%</b>
<b>INFORMATION AND TECHNOLOGY</b>				
IT support	26,670	25,187	2,453	94%
Village Center and Creekside telephone & fax	6,546	4,051	779	62%
Cable/internet-village center/creekside	9,782	6,618	1,274	68%
Wi-Fi for gates	4,894	1,528	-	31%
Landlines/hot spots for gates and cameras	26,400	7,603	210	29%
Cell phones	7,282	4,338	660	60%
Website hosting & development	1,515	1,136	379	75%
ADA website compliance	210	210	-	100%
Communications: e-blast	500	419	-	84%
<b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>83,799</b>	<b>51,090</b>	<b>5,754</b>	<b>61%</b>
<b>INSURANCE</b>				
Insurance: general liability & public officials	11,935	11,935	-	100%
Insurance: property	76,435	76,613	80	100%
Insurance: auto general liability	3,153	3,153	-	100%
Flood insurance	3,600	-	-	0%
<b>TOTAL INSURANCE</b>	<b>95,123</b>	<b>91,701</b>	<b>80</b>	<b>96%</b>
<b>UTILITIES</b>				
Electric				
Electric services - #12316, 85596, 65378	5,200	3,180	506	61%
Electric- Village Center - #18308	31,500	16,994	2,325	54%

**GRAND HAVEN CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the period from October 1, 2021 through April 30, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
Electric - Creekside - #87064, 70333	21,500	12,919	1,677	60%
Street lights <sup>1</sup>	20,000	12,847	2,046	64%
Propane - spas/café	40,600	28,528	2,727	70%
Garbage - amenity facilities	15,200	6,423	932	42%
Water/sewer				
Water services <sup>2</sup>	115,000	66,936	10,055	58%
Water - Village Center - #324043-44997	13,500	7,239	1,117	54%
Water - Creekside - #324043-45080	7,300	3,760	674	52%
Pump house shared facility	15,500	1,953	-	13%
<b>TOTAL UTILITIES</b>	<b>285,300</b>	<b>160,778</b>	<b>22,060</b>	<b>56%</b>
<b>FIELD OPERATIONS</b>				
Stormwater system				
Aquatic contract	51,438	33,056	4,301	64%
Aquatic contract: lake watch	4,076	2,515	374	62%
Aquatic contract: aeration maintenance	4,000	1,252	644	31%
Lake bank spraying	6,128	-	-	0%
Stormwater system repairs & maintenance	15,000	-	-	0%
Property maintenance				
Horticultural consultant	9,600	5,600	800	58%
Landscape enhancement				
Landscape repairs & replacement	20,000	13,690	-	68%
Landscape maintenance contract services	585,814	341,725	48,818	58%
Landscape maintenance: croquet	50,800	29,444	4,033	58%
Tree maintenance (Oak tree pruning)	35,000	38,400	5,000	110%
Optional flower rotation	20,000	-	-	0%
Irrigation repairs & replacement	22,000	11,832	-	54%
Roads & bridges repairs	15,000	-	-	0%
Sidewalk repairs & replacement				
Street light maintenance	15,000	432	-	3%
Vehicle repairs & maintenance	5,000	6,056	1,566	121%
Office supplies: field operations	14,000	7,481	601	53%
Holiday lights	9,000	3,568	-	40%
CERT operations	500	114	-	23%
Community maintenance	98,040	67,100	2,124	68%
Storm clean-up	26,000	-	-	0%
Miscellaneous contingency	4,000	-	-	0%
<b>TOTAL FIELD OPERATIONS</b>	<b>1,010,396</b>	<b>562,266</b>	<b>68,262</b>	<b>56%</b>
<b>STAFF SUPPORT</b>				
Payroll	607,333	296,345	38,034	49%
Merit pay/bonus	25,000	2,138	-	9%
Payroll taxes	79,257	21,595	2,919	27%
Health insurance	106,000	54,104	5,455	51%
Insurance: workers' compensation	30,000	12,055	-	40%
Payroll services	6,250	3,104	565	50%
Mileage reimbursement	2,750	3,348	447	122%
Vehicle Allowance	14,000	-	-	0%
<b>TOTAL STAFF SUPPORT</b>	<b>870,590</b>	<b>392,688</b>	<b>47,419</b>	<b>45%</b>
<b>AMENITY OPERATIONS</b>				
Amenity Management	592,786	345,792	49,399	58%
A/C maintenance and service	3,900	-	-	0%
Fitness equipment service	7,500	630	-	8%
Music licensing	3,520	3,757	-	107%
Pool/spa permits	875	-	-	0%
Pool chemicals	15,500	7,752	-	50%

**GRAND HAVEN CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the period from October 1, 2021 through April 30, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
Pest control	3,900	1,085	180	28%
Amenity maintenance	110,000	162,010	14,724	147%
Special events	10,000	2,047	283	20%
<b>TOTAL AMENITY</b>	<b>747,981</b>	<b>523,072</b>	<b>64,585</b>	<b>70%</b>
<b>SECURITY</b>				
Gate access control staffing	204,375	118,501	15,888	58%
Additional guards	8,000	2,341	-	29%
Guardhouse facility maintenance	16,000	7,141	237	45%
Gate communication devices	21,000	6,397	1,476	30%
Gate operating supplies	16,000	31,128	2,386	195%
Fire & security system	5,300	3,001	438	57%
<b>TOTAL SECURITY</b>	<b>270,675</b>	<b>168,509</b>	<b>20,425</b>	<b>62%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,623,389</b>	<b>2,083,811</b>	<b>244,790</b>	<b>58%</b>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		1,504,593		
FUNDS TRANSFER EXPENSE		(3,642,439)	-	
FUND BALANCE - BEGINNING		3,979,281		
<b>FUND BALANCE ENDING</b>		<b>1,841,435</b>		
<b>ANALYSIS OF FUND BALANCE</b>				
DISASTER		750,000		
3 MONTHS WORKING CAPITAL		945,505		
UNASSIGNED		145,930		
<b>FUND BALANCE - ENDING</b>		<b>\$ 1,841,435</b>		



**GRAND HAVEN CDD**  
**SPECIAL REVENUE FUND - INFRASTRUCTURE REINVESTMENT**  
**Statement of Revenue, Expenses and Changes in Fund Balance**  
**For the period from October 1, 2021 through April 30, 2022**

	Adopted Budget	Year To Date	Current Month	% of Budget
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 781,860	\$ 776,788	\$ 19,210.39	99%
DISCOUNT (ASSESSMENTS)	-	-		
INTEREST REVENUE	5,500	-	-	
<b>TOTAL REVENUE</b>	<b>787,360</b>	<b>776,788</b>	<b>19,210.39</b>	<b>99%</b>
<b>EXPENDITURES</b>				
GENERAL INFRASTRUCTURE REPLACEMENT	1,082,025	607,379	231,558	56%
<b>TOTAL EXPENDITURES</b>	<b>1,082,025</b>	<b>607,379</b>	<b>231,558</b>	<b>56%</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXP.</b>	<b>(294,665)</b>	<b>169,410</b>	<b>(212,347)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>				
BOND PROCEEDS	-	-		
TRANSFER IN (OUT)	1,721,211	3,642,439	4,696	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>1,721,211</b>	<b>3,642,439</b>	<b>4,696</b>	
FUND BALANCE BEGINNING	-	-		
NET CHANGE IN FUND BALANCE	1,426,546	3,811,849		
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,426,546</b>	<b>\$ 3,811,849</b>		
Analysis of Fund Balance				
Committed: Future Capital Improvements		1,069,910		
Assigned: 3 months working capital		356,637		
Unassigned		2,385,302		
<b>FUND BALANCE - ENDING</b>		<b>\$ 3,811,849</b>		

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
Check		04/21/2022		1101003 · SunTrust Operating	
				1513035 · Misc-Bank Charges	-57.44
TOTAL					-57.44
Bill Pmt -Check		04/22/2022	Allied Administrators	1101000 · Cash- Operating Acco...	
Bill	05.2022	04/13/2022	Allied Administrators	1202000 · Accounts Payable	0.00
TOTAL					0.00
Check		04/30/2022		2152000 · BU SRF	
				1513035 · Misc-Bank Charges	-25.00
TOTAL					-25.00
Bill Pmt -Check	040822ACH1	04/08/2022	Barry Kloptosky	1101000 · Cash- Operating Acco...	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-3,067.29
Bill	040822-2	04/08/2022		572.910 · Payroll Expense	-718.30
TOTAL					-3,785.59
Bill Pmt -Check	040822-ACH1	04/08/2022	ADP	1101000 · Cash- Operating Acco...	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-2,579.55
				572.302 · Payroll Taxes	-1,485.83
TOTAL					-4,065.38
Bill Pmt -Check	042222ACH1	04/22/2022	ADP	1101000 · Cash- Operating Acco...	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-2,559.82
				572.302 · Payroll Taxes	-1,433.26
TOTAL					-3,993.08

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>042222ACH1</b>	<b>04/22/2022</b>	<b>Barry Kloptosky</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-3,067.28
TOTAL					-3,067.28
<b>Bill Pmt -Check</b>	<b>042522ACH1</b>	<b>04/25/2022</b>	<b>Florida Blue</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	75721665	04/18/2022		572.913 · Health Insurance	-5,585.65
TOTAL					-5,585.65
<b>Bill Pmt -Check</b>	<b>040822ACH2</b>	<b>04/08/2022</b>	<b>Bryon C. Lenhart</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,411.91
TOTAL					-1,411.91
<b>Bill Pmt -Check</b>	<b>041522-ACH2</b>	<b>04/15/2022</b>	<b>ADP</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	603263900	04/15/2022		1511002 · Payroll Services	-276.16
TOTAL					-276.16
<b>Bill Pmt -Check</b>	<b>042222ACH2</b>	<b>04/22/2022</b>	<b>Bryon C. Lenhart</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,387.68
TOTAL					-1,387.68
<b>Bill Pmt -Check</b>	<b>042922ACH2</b>	<b>04/29/2022</b>	<b>ADP</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	604101007	04/29/2022		1511002 · Payroll Services	-148.41
TOTAL					-148.41
<b>Bill Pmt -Check</b>	<b>040122ach-3</b>	<b>04/01/2022</b>	<b>ADP</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	602219198	04/01/2022		1511002 · Payroll Services	-140.01
TOTAL					-140.01

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>040822ACH3</b>	<b>04/08/2022</b>	<b>Donna Conforti</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,275.59
TOTAL					-1,275.59
<b>Bill Pmt -Check</b>	<b>042222ACH3</b>	<b>04/22/2022</b>	<b>Donna Conforti</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,275.57
TOTAL					-1,275.57
<b>Bill Pmt -Check</b>	<b>040822ACH4</b>	<b>04/08/2022</b>	<b>Edward Weyant</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,311.84
TOTAL					-1,311.84
<b>Bill Pmt -Check</b>	<b>042222ACH4</b>	<b>04/22/2022</b>	<b>Edward Weyant</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,311.84
TOTAL					-1,311.84
<b>Bill Pmt -Check</b>	<b>040822ACH5</b>	<b>04/08/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,785.01
TOTAL					-1,785.01
<b>Bill Pmt -Check</b>	<b>042222ACH5</b>	<b>04/22/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-2,233.68
TOTAL					-2,233.68
<b>Bill Pmt -Check</b>	<b>040822ACH6</b>	<b>04/08/2022</b>	<b>Joseph Osborne</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,394.82
TOTAL					-1,394.82

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>042222ACH6</b>	<b>04/22/2022</b>	<b>Joseph Osborne</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,346.85
TOTAL					-1,346.85
<b>Bill Pmt -Check</b>	<b>040822ACH7</b>	<b>04/08/2022</b>	<b>Ken Brokaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,316.82
TOTAL					-1,316.82
<b>Bill Pmt -Check</b>	<b>042222ACH7</b>	<b>04/22/2022</b>	<b>Ken Brokaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,124.18
TOTAL					-1,124.18
<b>Bill Pmt -Check</b>	<b>040822ACH8</b>	<b>04/08/2022</b>	<b>Leroy Mitchell</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,329.84
TOTAL					-1,329.84
<b>Bill Pmt -Check</b>	<b>042222ACH8</b>	<b>04/22/2022</b>	<b>Leroy Mitchell</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,329.84
TOTAL					-1,329.84
<b>Bill Pmt -Check</b>	<b>040822ACH9</b>	<b>04/08/2022</b>	<b>Melinda Willems</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,329.84
TOTAL					-1,329.84
<b>Bill Pmt -Check</b>	<b>042222ACH9</b>	<b>04/22/2022</b>	<b>Melinda Willems</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,196.86
TOTAL					-1,196.86

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>040822ACH10</b>	<b>04/08/2022</b>	<b>Vanessa Stepniak</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040822	04/08/2022		572.910 · Payroll Expense	-1,839.63
TOTAL					-1,839.63
<b>Bill Pmt -Check</b>	<b>042222ACH10</b>	<b>04/22/2022</b>	<b>Vanessa Stepniak</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042222	04/22/2022		572.910 · Payroll Expense	-1,839.64
TOTAL					-1,839.64
<b>Bill Pmt -Check</b>	<b>1699</b>	<b>04/01/2022</b>	<b>ACF, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	023S-173983-1	03/04/2022		572.780 · Amenity Maintenance	-450.00
TOTAL					-450.00
<b>Bill Pmt -Check</b>	<b>1700</b>	<b>04/01/2022</b>	<b>Spectrum</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	096045701032422	03/24/2022		572.709 · Cable Internet VS/CS	-1,273.65
TOTAL					-1,273.65
<b>Bill Pmt -Check</b>	<b>1701</b>	<b>04/01/2022</b>	<b>Sprint</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	757386291-161	03/23/2022		529.740 · Cell Phones	-660.45
TOTAL					-660.45
<b>Bill Pmt -Check</b>	<b>1702</b>	<b>04/01/2022</b>	<b>AlarmPro Inc</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	6755 - 03/30/22	03/30/2022		572.907 · Fire & Security System	-175.00
Bill	6754 - 03/30/22	03/30/2022		572.907 · Fire & Security System	-231.95
TOTAL					-406.95

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1703</b>	<b>04/01/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1T6P-LRMN-99G9	03/25/2022		572.702 · Office Supplies Field Ops	-37.66
Bill	1XW1-FLGY-C1KV	03/27/2022		572.780 · Amenity Maintenance	-121.20
Bill	1WK6-16TW-Q9MJ	03/27/2022		572.780 · Amenity Maintenance	-29.28
Bill	1NJ7-3XD1-J7GW	03/30/2022		541.615 · Vehicles Repair & Maint	-14.79
TOTAL					-202.93
<b>Bill Pmt -Check</b>	<b>1704</b>	<b>04/01/2022</b>	<b>Amenity Managem...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	397081	04/01/2022		572.305 · Amenity Management	-49,398.80
TOTAL					-49,398.80
<b>Bill Pmt -Check</b>	<b>1705</b>	<b>04/01/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3134188934	03/16/2022		532.306 · Propane	-731.78
Bill	3134188944	03/16/2022		532.306 · Propane	-779.70
Bill	3134310041	03/19/2022		532.306 · Propane	-259.99
Bill	3134447061	03/23/2022		532.306 · Propane	-385.36
TOTAL					-2,156.83
<b>Bill Pmt -Check</b>	<b>1706</b>	<b>04/01/2022</b>	<b>Celera IT Services, ...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1377	03/30/2022		519.952 · IT Support	-1,440.00
TOTAL					-1,440.00
<b>Bill Pmt -Check</b>	<b>1707</b>	<b>04/01/2022</b>	<b>Daytona Fire &amp; Saf...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	341870	03/29/2022		572.907 · Fire & Security System	-258.40
Bill	341863	03/29/2022		572.907 · Fire & Security System	-345.02
TOTAL					-603.42
<b>Bill Pmt -Check</b>	<b>1708</b>	<b>04/01/2022</b>	<b>Guard One Protecti...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	122377	03/21/2022		529.306 · Gate Access Control Sta...	-7,778.47
TOTAL					-7,778.47

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1709</b>	<b>04/01/2022</b>	<b>Harbour Plumbing</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	14368	04/01/2022		539.654 · Phase 3 Bathroom Reno...	-15,049.00
TOTAL					-15,049.00
<b>Bill Pmt -Check</b>	<b>1710</b>	<b>04/01/2022</b>	<b>Jason Shaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	032322	03/23/2022		539.619 · Tree Maintenance	-2,500.00
Bill	033022	03/30/2022		539.619 · Tree Maintenance	-2,500.00
TOTAL					-5,000.00
<b>Bill Pmt -Check</b>	<b>1711</b>	<b>04/01/2022</b>	<b>Plantation Floors a...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	253137	03/28/2022		539.654 · Phase 3 Bathroom Reno...	-106,425.00
TOTAL					-106,425.00
<b>Bill Pmt -Check</b>	<b>1712</b>	<b>04/01/2022</b>	<b>SE Cline</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	9654	02/22/2022		572.785 · Community Maintenance	-6,860.00
Bill	9653	02/24/2022		572.785 · Community Maintenance	-780.00
TOTAL					-7,640.00
<b>Bill Pmt -Check</b>	<b>1713</b>	<b>04/01/2022</b>	<b>Solitude Lake Man...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	SMOR-576969	03/24/2022		539.755 · Unbudgeted Cap Project	-5,444.00
TOTAL					-5,444.00
<b>Bill Pmt -Check</b>	<b>1714</b>	<b>04/01/2022</b>	<b>The Gate Store, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	19209	03/29/2022		529.736 · Gate Operating Supplies	-242.25
TOTAL					-242.25
<b>Bill Pmt -Check</b>	<b>1715</b>	<b>04/01/2022</b>	<b>TUI</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	AR33097	03/30/2022		572.702 · Office Supplies Field Ops	-162.27
TOTAL					-162.27



## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1716</b>	<b>04/04/2022</b>	<b>Barry Kloptosky</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030122 Mileage	04/03/2022		572.304 · Mileage Reimbursement	-254.48
TOTAL					-254.48
<b>Bill Pmt -Check</b>	<b>1717</b>	<b>04/04/2022</b>	<b>Bryon C. Lenhart</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030122 Mileage	04/03/2022		572.304 · Mileage Reimbursement	-117.04
TOTAL					-117.04
<b>Bill Pmt -Check</b>	<b>1718</b>	<b>04/04/2022</b>	<b>Jeremey Wilson</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030122 Mileage	04/03/2022		572.785 · Community Maintenance	-207.20
TOTAL					-207.20
<b>Bill Pmt -Check</b>	<b>1719</b>	<b>04/04/2022</b>	<b>Joseph Osborne</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030122 Mileage	04/03/2022		572.304 · Mileage Reimbursement	-15.12
TOTAL					-15.12
<b>Bill Pmt -Check</b>	<b>1720</b>	<b>04/04/2022</b>	<b>Ken Brokaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	030122 Mileage	04/03/2022		572.304 · Mileage Reimbursement	-59.98
TOTAL					-59.98
<b>Bill Pmt -Check</b>	<b>1721</b>	<b>04/04/2022</b>	<b>Home Depot</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	7060567	03/01/2022		572.785 · Community Maintenance	-50.00
Bill	H6363-184442	03/01/2022		572.785 · Community Maintenance	-88.54
Bill	0061146	03/08/2022		572.780 · Amenity Maintenance	-69.98
Bill	3011120	03/15/2022		572.780 · Amenity Maintenance	-114.45
Bill	0011353	03/18/2022		572.785 · Community Maintenance	-250.01
Bill	0011353	03/18/2022		572.780 · Amenity Maintenance	-626.95
Bill	5902631	03/23/2022		572.780 · Amenity Maintenance	-100.00
Bill	4062616	03/24/2022		572.780 · Amenity Maintenance	-319.00
TOTAL					-1,618.93

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1722</b>	<b>04/08/2022</b>	<b>Chip Howden</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040722 Worshop	04/07/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1723</b>	<b>04/08/2022</b>	<b>Dr. Merrill Stass-Is...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040722 Workshop	04/07/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1724</b>	<b>04/08/2022</b>	<b>John Polizzi</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040722 Workshop	04/07/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1725</b>	<b>04/08/2022</b>	<b>Kevin Foley</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040722 Workshop	04/07/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1726</b>	<b>04/08/2022</b>	<b>Michael Flanagan</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	040722 workshop	04/07/2022		511.111 · Supervisor's Workshop F...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1727</b>	<b>04/08/2022</b>	<b>DPFG</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	395687	01/31/2022		1100000 · Administrative	-70.31
Bill	396841	02/28/2022		1100000 · Administrative	-42.93
Bill	397877	04/01/2022		513.100 · District Management	-3,260.42
				1513010 · Administrative Services	-866.67
				1513060 · Accounting Services	-1,789.58
				1511004 · Assessment Roll Prepar...	-787.50
TOTAL					-6,817.41

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1728</b>	<b>04/11/2022</b>	<b>City of Palm Coast</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	15064253	03/25/2022		536.309 · Water - Creekside	-589.15
Bill	15064191	03/25/2022		536.304 · Water - Village Center	-1,194.48
Bill	15064978	03/25/2022		536.301 · Water Services	-600.84
Bill	15064979	03/25/2022		536.301 · Water Services	-1,041.67
Bill	15064974	03/25/2022		536.301 · Water Services	-7.52
Bill	15064975	03/25/2022		536.301 · Water Services	-33.52
Bill	15064976	03/25/2022		536.301 · Water Services	-7.52
Bill	15064977	03/25/2022		536.301 · Water Services	-7.52
Bill	15066322	03/25/2022		536.301 · Water Services	-287.64
Bill	15064613	03/25/2022		536.301 · Water Services	-399.25
Bill	15064850	03/25/2022		536.301 · Water Services	-49.98
Bill	15066562	03/25/2022		536.301 · Water Services	-616.88
Bill	15066584	03/25/2022		536.301 · Water Services	-477.21
Bill	15066585	03/25/2022		536.301 · Water Services	-9.59
Bill	15066321	03/25/2022		536.301 · Water Services	-258.61
Bill	15061698	03/25/2022		536.301 · Water Services	-6,405.52
Bill	15065222	03/25/2022		536.301 · Water Services	-9.59
Bill	15064644	03/25/2022		536.301 · Water Services	-221.78
Bill	15064645	03/25/2022		536.301 · Water Services	-9.59
Bill	15064186	03/25/2022		536.301 · Water Services	-9.59
Bill	15064187	03/25/2022		536.301 · Water Services	-24.23
Bill	15064188	03/25/2022		536.301 · Water Services	-9.65
Bill	15064192	03/25/2022		536.301 · Water Services	-38.63
Bill	15064193	03/25/2022		536.301 · Water Services	-60.45
Bill	15064195	03/25/2022		536.301 · Water Services	-22.23
Bill	15064196	03/25/2022		536.301 · Water Services	-107.80
Bill	15064197	03/25/2022		536.301 · Water Services	-54.38
Bill	15064198	03/25/2022		536.301 · Water Services	-47.98
Bill	15064199	03/25/2022		536.301 · Water Services	-23.15
Bill	15064200	03/25/2022		536.301 · Water Services	-9.65
Bill	15064201	03/25/2022		536.301 · Water Services	-24.92
Bill	15064202	03/25/2022		536.301 · Water Services	-45.05
Bill	15064203	03/25/2022		536.301 · Water Services	-51.17
Bill	15064204	03/25/2022		536.301 · Water Services	-16.45
Bill	15064205	03/25/2022		536.301 · Water Services	-41.91
Bill	15064206	03/25/2022		536.301 · Water Services	-9.59
Bill	15064208	03/25/2022		536.301 · Water Services	-17.66
Bill	15064209	03/25/2022		536.301 · Water Services	-14.51
Bill	15064210	03/25/2022		536.301 · Water Services	-15.77
Bill	15064211	03/25/2022		536.301 · Water Services	-14.74
Bill	15064212	03/25/2022		536.301 · Water Services	-9.59
Bill	15064214	03/25/2022		536.301 · Water Services	-9.59
Bill	15064215	03/25/2022		536.301 · Water Services	-23.89
Bill	15064218	03/25/2022		536.301 · Water Services	-9.59
Bill	15064234	03/25/2022		536.301 · Water Services	-32.07
Bill	15064235	03/25/2022		536.301 · Water Services	-9.59

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
Bill	15064236	03/25/2022		536.301 · Water Services	-17.43
Bill	15064238	03/25/2022		536.301 · Water Services	-9.59
Bill	15064244	03/25/2022		536.301 · Water Services	-9.59
Bill	15064245	03/25/2022		536.301 · Water Services	-167.37
Bill	15064248	03/25/2022		536.301 · Water Services	-44.17
<b>TOTAL</b>					<b>-13,229.84</b>
<b>Bill Pmt -Check</b>	<b>1729</b>	<b>04/11/2022</b>	<b>AlarmPro Inc</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	0687/0688 4-1-22	04/01/2022		572.907 · Fire & Security System	-144.00
Bill	6754/6755 4-1-22	04/01/2022		572.907 · Fire & Security System	-204.00
<b>TOTAL</b>					<b>-348.00</b>
<b>Bill Pmt -Check</b>	<b>1730</b>	<b>04/11/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3134708605	03/30/2022		532.306 · Propane	-469.77
Bill	3134777572	03/31/2022		532.306 · Propane	-694.12
<b>TOTAL</b>					<b>-1,163.89</b>
<b>Bill Pmt -Check</b>	<b>1731</b>	<b>04/11/2022</b>	<b>AT&amp;T</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	386 445-7774 03/22	03/22/2022		529.736 · Gate Operating Supplies	-205.12
Bill	386 445-2376 03/22	03/22/2022		529.736 · Gate Operating Supplies	-622.23
Bill	386 446-0940 04/22	04/01/2022		529.736 · Gate Operating Supplies	-218.02
<b>TOTAL</b>					<b>-1,045.37</b>
<b>Bill Pmt -Check</b>	<b>1732</b>	<b>04/11/2022</b>	<b>Celera IT Services, ...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1387	04/01/2022		519.952 · IT Support	-2,452.50
<b>TOTAL</b>					<b>-2,452.50</b>
<b>Bill Pmt -Check</b>	<b>1733</b>	<b>04/11/2022</b>	<b>Clark &amp; Albaugh, L...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	17876	04/01/2022		514.007 · Legal - General Counsel	-6,932.83
Bill	17877	04/01/2022		514.007 · Legal - General Counsel	-451.00
<b>TOTAL</b>					<b>-7,383.83</b>

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1734</b>	<b>04/11/2022</b>	<b>FPL Summary</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	03.2022	03/31/2022		531.301 · Electric Services	-321.21
				531.307 · Street Lights	-1,407.31
TOTAL					-1,728.52
<b>Bill Pmt -Check</b>	<b>1735</b>	<b>04/11/2022</b>	<b>FPL</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	96687-18308 03.22	03/29/2022		531.304 · Electric - Village Center	-2,606.68
Bill	70187-87064 03.22	03/29/2022		531.309 · Electric - Creekside	-1,323.22
Bill	02759-70333 03.22	03/29/2022		531.309 · Electric - Creekside	-607.89
Bill	94837-67167 03.22	03/29/2022		531.301 · Electric Services	-106.29
Bill	19787-21338 03.22	03/29/2022		531.301 · Electric Services	-43.04
Bill	32277-12316 03.22	03/29/2022		531.301 · Electric Services	-33.31
Bill	23753-67154 03.22	03/29/2022		531.307 · Street Lights	-31.69
Bill	04372-49345 03.22	03/29/2022		531.307 · Street Lights	-30.31
Bill	12154-81233 03.22	03/29/2022		531.301 · Electric Services	-28.79
Bill	05037-89539 03.22	03/29/2022		531.307 · Street Lights	-18.95
Bill	69630-56590 03.22	03/29/2022		531.307 · Street Lights	-15.82
Bill	75081-99150 03.22	03/29/2022		531.307 · Street Lights	-15.82
Bill	61848-75257 03.22	03/29/2022		531.307 · Street Lights	-15.00
Bill	46892-40333 03.22	03/29/2022		531.307 · Street Lights	-10.01
TOTAL					-4,886.82
<b>Bill Pmt -Check</b>	<b>1736</b>	<b>04/11/2022</b>	<b>Guard One Protecti...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	123269	04/05/2022		529.306 · Gate Access Control Sta...	-7,858.09
TOTAL					-7,858.09
<b>Bill Pmt -Check</b>	<b>1737</b>	<b>04/11/2022</b>	<b>Precision Land Gra...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	424	04/01/2022		539.606 · Landscape Maintenance ...	-4,033.33
TOTAL					-4,033.33
<b>Bill Pmt -Check</b>	<b>1738</b>	<b>04/11/2022</b>	<b>The Gate Store, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	19274	03/30/2022		529.700 · Guardhouse/Gate Facilit...	-240.00
TOTAL					-240.00

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1739</b>	<b>04/11/2022</b>	<b>Vector Security, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	69791182	03/26/2022		572.907 · Fire & Security System	-89.95
TOTAL					-89.95
<b>Bill Pmt -Check</b>	<b>1740</b>	<b>04/11/2022</b>	<b>VerdeGo</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	7807	04/01/2022		539.604 · Landscape Maint. Contract	-48,817.83
TOTAL					-48,817.83
<b>Bill Pmt -Check</b>	<b>1741</b>	<b>04/11/2022</b>	<b>WebstaurantStore</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	73242565	03/17/2022		572.780 · Amenity Maintenance	-1,291.95
TOTAL					-1,291.95
<b>Bill Pmt -Check</b>	<b>1742</b>	<b>04/19/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1P7C-CDVF-DVLY	04/05/2022		572.780 · Amenity Maintenance	-260.00
Bill	1XQF-M3CG-GT7D	04/05/2022		531.307 · Street Lights	-330.00
Bill	1TGK-TMFD-3H4Y	04/05/2022		541.615 · Vehicles Repair & Maint	-55.00
Bill	1P7C-CVDF-HCN6	04/05/2022		572.702 · Office Supplies Field Ops	-89.99
Bill	1PMV-GV63-9X7R	04/09/2022		541.615 · Vehicles Repair & Maint	-103.36
Bill	1PMV-GV63-CR7V	04/09/2022		572.780 · Amenity Maintenance	-43.98
Bill				539.755 · Unbudgeted Cap Project	-344.47
TOTAL					-1,226.80
<b>Bill Pmt -Check</b>	<b>1743</b>	<b>04/19/2022</b>	<b>AmeriGas</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3134961715	04/06/2022		532.306 · Propane	-343.80
Bill	3134961726	04/06/2022		532.306 · Propane	-445.20
TOTAL					-789.00

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1744</b>	<b>04/19/2022</b>	<b>AT&amp;T</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	386 447-3959 04/22	04/08/2022		529.736 · Gate Operating Supplies	-196.57
Bill	386 447-0206 04/22	04/08/2022		529.736 · Gate Operating Supplies	-191.07
Bill	386 447-0244 04/22	04/08/2022		529.736 · Gate Operating Supplies	-579.51
Bill	386 447-8191 04/22	04/08/2022		529.736 · Gate Operating Supplies	-213.01
TOTAL					-1,180.16
<b>Bill Pmt -Check</b>	<b>1745</b>	<b>04/19/2022</b>	<b>AT&amp;T Mobility</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	X04142022	04/06/2022		529.739 · Landlines / Hot Spots	-209.50
TOTAL					-209.50
<b>Bill Pmt -Check</b>	<b>1746</b>	<b>04/19/2022</b>	<b>Blue Ribbon Pools</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	846339	03/31/2022		572.780 · Amenity Maintenance	-495.00
Bill	81813-2	04/10/2022		572.780 · Amenity Maintenance	-3,540.00
TOTAL					-4,035.00
<b>Bill Pmt -Check</b>	<b>1747</b>	<b>04/19/2022</b>	<b>Bug-Guard Service...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	211548	04/08/2022		572.765 · Pest Control	-25.00
Bill	211549	04/08/2022		572.765 · Pest Control	-25.00
TOTAL					-50.00
<b>Bill Pmt -Check</b>	<b>1748</b>	<b>04/19/2022</b>	<b>Culligan</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	395376 03-22	03/31/2022		572.780 · Amenity Maintenance	-8.90
Bill	395392 03-22	03/31/2022		572.780 · Amenity Maintenance	-60.90
Bill	412932 03-22	03/31/2022		572.780 · Amenity Maintenance	-56.93
TOTAL					-126.73
<b>Bill Pmt -Check</b>	<b>1749</b>	<b>04/19/2022</b>	<b>DoorKing Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1787490	04/10/2022		529.736 · Gate Operating Supplies	-32.95
TOTAL					-32.95

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1750</b>	<b>04/19/2022</b>	<b>Innersync</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	20293	04/01/2022		513.906 · Website Hosting & Mana...	-378.75
TOTAL					-378.75
<b>Bill Pmt -Check</b>	<b>1751</b>	<b>04/19/2022</b>	<b>Louise Leister</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	0151	04/08/2022		539.600 · Horticultural Consultant	-800.00
TOTAL					-800.00
<b>Bill Pmt -Check</b>	<b>1752</b>	<b>04/19/2022</b>	<b>NetFortris</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	IN-US1173790	04/12/2022		572.707 · Village Center Phone & ...	-232.00
TOTAL					-232.00
<b>Bill Pmt -Check</b>	<b>1753</b>	<b>04/19/2022</b>	<b>Solitude Lake Man...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	PI-A00786531	04/01/2022		538.605 · Aquatic Contract - Lake ...	-374.48
Bill	PI-A00786530	04/01/2022		538.602 · Aquatic Contract	-4,301.42
Bill	PI-A00786529	04/01/2022		538.606 · Aquatic Contract - Aeration	-644.48
TOTAL					-5,320.38
<b>Bill Pmt -Check</b>	<b>1754</b>	<b>04/19/2022</b>	<b>UnitedHealthcare</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	167078444128	04/09/2022		572.913 · Health Insurance	-43.77
TOTAL					-43.77
<b>Bill Pmt -Check</b>	<b>1755</b>	<b>04/19/2022</b>	<b>Vesta Property Ser...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	397915	03/31/2022		572.780 · Amenity Maintenance	-103.96
TOTAL					-103.96
<b>Bill Pmt -Check</b>	<b>1756</b>	<b>04/19/2022</b>	<b>Welch Tennis Cour...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	66322	04/08/2022		572.780 · Amenity Maintenance	-710.71
TOTAL					-710.71



## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1757</b>	<b>04/20/2022</b>	<b>DPFG</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	397978	03/12/2022		1100000 · Administrative	-42.93
TOTAL					-42.93
<b>Bill Pmt -Check</b>	<b>1758</b>	<b>04/22/2022</b>	<b>Amazon Business</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	11HQ-4K1Y-1WG9	04/14/2022		541.615 · Vehicles Repair & Maint 572.785 · Community Maintenance	-600.94 -30.36
TOTAL					-631.30
<b>Bill Pmt -Check</b>	<b>1759</b>	<b>04/22/2022</b>	<b>Celera IT Services, ...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	1365	03/10/2022		519.952 · IT Support	-2,691.00
TOTAL					-2,691.00
<b>Bill Pmt -Check</b>	<b>1760</b>	<b>04/22/2022</b>	<b>Coastal Supplies</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	60138	04/19/2022		572.702 · Office Supplies Field Ops 572.785 · Community Maintenance	-29.79 -36.85
TOTAL					-66.64
<b>Bill Pmt -Check</b>	<b>1761</b>	<b>04/22/2022</b>	<b>Florida Style Trim</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	72614	04/06/2022		539.755 · Unbudgeted Cap Project	-3,371.40
TOTAL					-3,371.40
<b>Bill Pmt -Check</b>	<b>1762</b>	<b>04/22/2022</b>	<b>Guard One Protecti...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	123908	04/19/2022		529.306 · Gate Access Control Sta...	-8,030.24
TOTAL					-8,030.24
<b>Bill Pmt -Check</b>	<b>1763</b>	<b>04/22/2022</b>	<b>Jason Shaw</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	041522	04/15/2022		539.619 · Tree Maintenance	-2,500.00
TOTAL					-2,500.00

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1764</b>	<b>04/22/2022</b>	<b>Massey Services Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	48044029	04/15/2022		572.765 · Pest Control	-35.00
Bill	47806979	04/15/2022		572.765 · Pest Control	-45.00
TOTAL					-80.00
<b>Bill Pmt -Check</b>	<b>1765</b>	<b>04/22/2022</b>	<b>Oakley Woods</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	V133138	04/18/2022		572.780 · Amenity Maintenance	-117.68
TOTAL					-117.68
<b>Bill Pmt -Check</b>	<b>1766</b>	<b>04/22/2022</b>	<b>Sunshine State</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	28802468	04/08/2022		572.780 · Amenity Maintenance	-324.00
TOTAL					-324.00
<b>Bill Pmt -Check</b>	<b>1767</b>	<b>04/22/2022</b>	<b>P&amp;S Paving, Inc.</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	Pay App 1	04/18/2022		539.652 · Paving Project	-198,950.00
TOTAL					-198,950.00
<b>Bill Pmt -Check</b>	<b>1768</b>	<b>04/22/2022</b>	<b>Vesta Property Ser...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	398126	04/15/2022		574.775 · Special Holiday Events	-282.82
TOTAL					-282.82
<b>Bill Pmt -Check</b>	<b>1769</b>	<b>04/25/2022</b>	<b>Chip Howden</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042122	04/25/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1770</b>	<b>04/25/2022</b>	<b>Dr. Merrill Stass-Is...</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042122	04/25/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>1771</b>	<b>04/25/2022</b>	<b>John Polizzi</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042122	04/25/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1772</b>	<b>04/25/2022</b>	<b>Kevin Foley</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042122	04/25/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1773</b>	<b>04/25/2022</b>	<b>Michael Flanagan</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042122	04/25/2022		1511001 · P/R - Board of Supervis...	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>1774</b>	<b>04/26/2022</b>	<b>Daytona Pressure</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	2665	04/14/2022		572.785 · Community Maintenance	-158.48
TOTAL					-158.48
<b>Bill Pmt -Check</b>	<b>ACH 040122</b>	<b>04/01/2022</b>	<b>Lowe's</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	988982	02/04/2022		572.780 · Amenity Maintenance	-69.14
Bill	901701	03/03/2022		572.785 · Community Maintenance	-201.24
				572.780 · Amenity Maintenance	-81.07
Bill	902826	03/08/2022		572.785 · Community Maintenance	-367.96
Bill	902060	03/09/2022		572.785 · Community Maintenance	-112.57
				572.780 · Amenity Maintenance	-326.65
Bill	909717	03/10/2022		572.780 · Amenity Maintenance	-179.37
Bill	901877	03/11/2022		572.702 · Office Supplies Field Ops	-37.59
Bill	909452	03/14/2022		572.785 · Community Maintenance	-40.63
Bill	919572	03/15/2022		572.780 · Amenity Maintenance	-285.00
Bill	960342	03/16/2022		572.780 · Amenity Maintenance	-45.54
				572.785 · Community Maintenance	-669.19
Bill	960447	03/16/2022		572.785 · Community Maintenance	-545.10
Bill	902373	03/18/2022		572.785 · Community Maintenance	-558.60
Bill	902441	03/18/2022		572.785 · Community Maintenance	-259.37
Bill	902675	03/21/2022		572.785 · Community Maintenance	-102.49
Bill	960406	03/23/2022		572.780 · Amenity Maintenance	-48.66
				572.785 · Community Maintenance	-13.28

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
Bill	901886	03/24/2022		572.785 · Community Maintenance	-96.84
Bill	902471	03/30/2022		539.651 · Sidewalk Replacement P...	-553.42
TOTAL					-4,593.71
<b>Bill Pmt -Check</b>	<b>ACH 040522</b>	<b>04/05/2022</b>	<b>Waste Management</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	12-95882-82001	03/22 02/24/2022		534.305 · Garbage - Recreation Fa...	-277.29
Bill	12-95882-82001	04/22 03/25/2022		534.305 · Garbage - Recreation Fa...	-277.29
TOTAL					-554.58
<b>Bill Pmt -Check</b>	<b>ACH 040522</b>	<b>04/05/2022</b>	<b>Waste Management</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	3-96095-42000	03/22 02/24/2022		534.305 · Garbage - Recreation Fa...	-636.20
Bill	3-96095-42000	04/22 03/24/2022		534.305 · Garbage - Recreation Fa...	-636.20
TOTAL					-1,272.40
<b>Bill Pmt -Check</b>	<b>Stap 040722</b>	<b>04/07/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 305397355	04/07/2022		519.510 · Office Supplies	-10.79
				572.780 · Amenity Maintenance	-34.65
TOTAL					-45.44
<b>Bill Pmt -Check</b>	<b>Stap 041422</b>	<b>04/14/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 305814146	04/14/2022		519.510 · Office Supplies	-47.99
				572.785 · Community Maintenance	-8.99
				529.700 · Guardhouse/Gate Facilit...	-21.87
TOTAL					-78.85
<b>Bill Pmt -Check</b>	<b>Stap 041422</b>	<b>04/14/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 11466	04/14/2022		529.700 · Guardhouse/Gate Facilit...	-7.46
TOTAL					-7.46

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>Walm 041822</b>	<b>04/18/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Walmart 041822	04/18/2022		572.780 · Amenity Maintenance	-498.00
TOTAL					-498.00
<b>Bill Pmt -Check</b>	<b>ACH 041922</b>	<b>04/19/2022</b>	<b>Lowe's</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	923093	02/18/2022		572.780 · Amenity Maintenance	-32.26
Bill	902689	03/31/2022		572.780 · Amenity Maintenance	-4.43
Bill	909695	04/01/2022		572.780 · Amenity Maintenance	-67.44
				572.785 · Community Maintenance	-14.22
Bill	923704	04/04/2022		572.780 · Amenity Maintenance	-53.69
Bill	901610	04/06/2022		572.785 · Community Maintenance	-21.79
				541.615 · Vehicles Repair & Maint	-21.80
				539.651 · Sidewalk Replacement P...	-274.23
				572.780 · Amenity Maintenance	-52.56
Bill	909095	04/07/2022		529.700 · Guardhouse/Gate Facilit...	-8.53
				572.785 · Community Maintenance	-100.68
Bill	923409	04/11/2022		572.780 · Amenity Maintenance	-94.97
Bill	902571	04/11/2022		572.785 · Community Maintenance	-415.96
TOTAL					-1,162.56
<b>Bill Pmt -Check</b>	<b>BB 041922</b>	<b>04/19/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	B&B 98254	04/19/2022		539.655 · Additional Trailer	-4,695.99
TOTAL					-4,695.99
<b>Bill Pmt -Check</b>	<b>Walm 041922</b>	<b>04/19/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Walmart 041922	04/19/2022		572.780 · Amenity Maintenance	-248.00
TOTAL					-248.00
<b>Bill Pmt -Check</b>	<b>Race 042522</b>	<b>04/25/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3636353	04/25/2022		541.615 · Vehicles Repair & Maint	-75.00
TOTAL					-75.00

## Grand Haven CDD Check Detail April 2022

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>Race 042522</b>	<b>04/25/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3636357	04/25/2022		541.615 · Vehicles Repair & Maint	-100.00
TOTAL					-100.00
<b>Bill Pmt -Check</b>	<b>Race 042522</b>	<b>04/25/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3636348	04/25/2022		541.615 · Vehicles Repair & Maint	-90.00
TOTAL					-90.00
<b>Bill Pmt -Check</b>	<b>Race 042522</b>	<b>04/25/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3636380	04/25/2022		541.615 · Vehicles Repair & Maint	-380.00
TOTAL					-380.00
<b>Bill Pmt -Check</b>	<b>Race 042522</b>	<b>04/25/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	RaceTrac 3636382	04/25/2022		541.615 · Vehicles Repair & Maint	-140.00
TOTAL					-140.00
<b>Bill Pmt -Check</b>	<b>042822ACH</b>	<b>04/28/2022</b>	<b>Bank United</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	042822	04/28/2022		572.702 · Office Supplies Field Ops	-183.91
TOTAL					-183.91
<b>Bill Pmt -Check</b>	<b>Stap 042922</b>	<b>04/29/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	306597032	04/29/2022		572.702 · Office Supplies Field Ops	-45.86
TOTAL					-45.86
<b>Bill Pmt -Check</b>	<b>Stap 042922</b>	<b>04/29/2022</b>	<b>Debit Card Purcha...</b>	<b>1101001 · Bank United Debit Card</b>	
Bill	Staples 419245	04/29/2022		572.702 · Office Supplies Field Ops	-227.93
TOTAL					-227.93

**Grand Haven CDD  
Check Detail  
April 2022**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>ACH 043022</b>	<b>04/30/2022</b>	<b>Lowe's</b>	<b>1101000 · Cash- Operating Acco...</b>	
Bill	970628	03/23/2022		572.780 · Amenity Maintenance	-138.28
Bill	901605	04/13/2022		572.785 · Community Maintenance	-330.60
Bill	902222	04/15/2022		572.780 · Amenity Maintenance	-50.10
Bill	901509	04/19/2022		572.780 · Amenity Maintenance	-62.14
				572.785 · Community Maintenance	-15.10
Bill	909926	04/20/2022		572.780 · Amenity Maintenance	-23.10
				572.785 · Community Maintenance	-21.57
Bill	902047	04/20/2022		572.785 · Community Maintenance	-52.60
Bill	902218	04/21/2022		539.755 · Unbudgeted Cap Project	-83.56
				572.785 · Community Maintenance	-61.69
Bill	923961	04/22/2022		572.785 · Community Maintenance	-40.90
<b>TOTAL</b>					<b>-879.64</b>

# EXHIBIT 9



1 **MINUTES OF MEETING**

2 **GRAND HAVEN**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Workshop Meeting of the Board of Supervisors of the Grand Haven Community Development  
5 District was held on Thursday, April 7, 2022 at 9:03 a.m. in the Grand Haven Room, at the Grand Haven  
6 Village Center, 2001 Waterside Parkway, Palm Coast, Florida 32137.

7 **FIRST ORDER OF BUSINESS – Call to Order/Roll Call**

8 Mr. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Chip Howden	Board Supervisor, Chairman
11	Kevin Foley	Board Supervisor, Vice Chairman
12	Michael Flanagan	Board Supervisor, Assistant Secretary
13	John Polizzi	Board Supervisor, Assistant Secretary
14	Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary

15 Also present were:

16	Howard McGaffney	District Manager, DPFPG Management & Consulting
17	David McInnes	District Manager, DPFPG Management & Consulting
18	Barry Kloptosky	CDD Operations Manager
19	Vanessa Stepniak	CDD Office Manager
20	Ben Kloter ( <i>via phone</i> )	Survey Monkey

21 *The following is a summary of the discussions and actions taken at the April 7, 2022 Grand Haven CDD*  
22 *Board of Supervisors Workshop Meeting.*

23 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

24 The Pledge of Allegiance was recited.

25 Mr. Howden expressed appreciation for the audience members attending the meeting, providing  
26 reassurance that their concerns on the croquet courts conditions/usage and parking lot locations  
27 were being heard, but noted that there would not be time for public comments. He requested to  
28 move Long Term Planning up on the agenda.

29 **THIRD ORDER OF BUSINESS – Discussion Items**

30 A. Exhibit 1: Discussion of Long Term Capital Planning 2024 – Continued

31 Mr. McGaffney stated that the Exhibit contained an initial draft and outline of what the budget was  
32 going to look like, though noted that the projections of the current fiscal year through March 31  
33 had not yet been completed due to some work in reconciling bank accounts still ongoing. Mr.  
34 McGaffney noted that a page showing assessment allocation for O&M and capital reserve fund  
35 combined had been included. Mr. McGaffney explained that the percentage increase in assessments  
36 projected for 2023 was 6.78%. Mr. McGaffney added that assessments were broken out by property  
37 type.

38 Mr. Polizzi explained that discussions for the upcoming fiscal year were foundational to the  
39 District’s projections for O&M and capital and how this would affect the movement of fund  
40 balances over the course of the next 10 years. Mr. Polizzi stated that he did not see the allocated  
41 placeholder within the fund balance for the three months of working capital and \$750,000 of  
42 emergency funding for natural disasters. Mr. Polizzi stated that he felt this was important to kept  
43 on for informational purposes.

44 Mr. Flanagan asked whether the numbers for the condos included condos that were not yet  
45 completed, which Mr. McGaffney confirmed to be the case. Mr. Flanagan requested confirmation  
46 that the unbuilt condos were still planned to be condos, as some may have submitted requests to  
47 change dwelling type which would affect assessment totals and projections.

48 Mr. Foley stated that he felt they should discuss and do as much as they could to reduce the 6.78%  
49 increase in assessments, commenting that he believed there were ways to do this. Mr. McGaffney  
50 stated that O&M would be solidified by the Board shortly, and that he intended to go over the  
51 capital aspects of the budget at this meeting and get the Board's final recommendations for 2023,  
52 which may adjust the percentage slightly. Mr. McGaffney indicated the list of capital projects and  
53 priorities included in the exhibit, and asked the Board whether they had any final questions or  
54 recommendations for discussion on the projects and their numbers.

55 Mr. Howden recommended that the Board consider the relative urgencies of each item's timing,  
56 and determine whether any given item was absolutely essential, something that the Board would  
57 like to see, or something that could reasonably be postponed until needed. Mr. Howden stated that  
58 he had gone out to the six areas listed for interlocking pavers and suggested that the Front Street  
59 North and South accesses at Esplanade, the Front Street Park, and the Front Street Village Entry  
60 were the essential areas to be addressed out of immediate safety concerns (Items #9, #10, #11, and  
61 #12 on the Capital Improvement Plan). Mr. Howden suggested that the interlocking pavers would  
62 be more of a preventative maintenance item for the Front Street & Montague Intersection and the  
63 Main Entry Gatehouse locations (Items #8 and #13), and would not be as urgent. Mr. Howden  
64 stated that he did not feel that the District should purchase an additional fleet vehicle (Item #19) in  
65 Fiscal Year 2023. Mr. Howden questioned the addition of benches with patio pavers at Center Park  
66 (Item #21), and suggested that the handicap lift at the Village Center (Item #27) was still  
67 functioning and could be classified more as a preventative maintenance item. Mr. Howden opined  
68 that the District was currently spending enough money on microphones and electronic systems and  
69 that they did not need to proceed with a new wireless microphone system (Item #30).

70 Mr. Foley expressed agreement with Mr. Howden's recommendation to determine what could be  
71 deferred. Mr. Foley additionally agreed with Mr. Howden's assessment on the pavers' relative  
72 conditions. Mr. Foley asked whether Mr. Kloptosky could do without the additional fleet vehicle,  
73 and comments were made stating that this would eventually do away with mileage reimbursement  
74 costs.

75 Dr. Merrill asked whether areas outside of the Esplanade accesses, particularly after entering the  
76 front main gate and onto Waterside Parkway, actually needed the pavers. Mr. Kloptosky noted that  
77 these areas had been built that way, but suggested that the pavers were mostly cosmetic in his  
78 opinion. Dr. Merrill stated that she agreed with Mr. Foley and Mr. Howden on the pavers.

79 Mr. Flanagan expressed some concerns about timeliness of acquisition of materials, and Mr.  
80 Kloptosky indicated that the projects were set for 2023.

81 Mr. Polizzi agreed with the removal of Items #8 and #13 from the scope of the interlocking pavers  
82 project, concurring that they were not currently safety issues.

83 Mr. McGaffney stated that it appeared that this was a Board consensus to postpone Items #8 and  
84 #13 from the CIP.

85 Mr. McGaffney asked whether the Board was amenable to the estimated amounts for Items #9-12.  
86 Mr. Flanagan asked for clarification as to where the funds would go if the District ended up  
87 spending less than the estimated amount allocated in the budget. Mr. McGaffney clarified that it  
88 would go back into fund balance. Dr. Merrill, Mr. Foley, and Mr. Howden additionally expressed  
89 support for keeping these items on the budget as a safety issue.

90 Mr. McGaffney asked for Board input on removing Item #19, for purchasing an additional fleet  
91 vehicle, from the CIP for FY 2023, noting that Mr. Foley had already voiced support for this item's  
92 removal.

93 In response to a question from Dr. Merrill, Mr. McGaffney stated that the Operations Manager had  
94 confirmed that he could continue to operate with one fleet vehicle. Dr. Merrill expressed support  
95 for this item's removal.

96 Mr. Flanagan asked about other contributing factors, and Mr. McGaffney acknowledged that while  
97 this would be an amount of about \$40,000 removed from the CIP for the next fiscal year, the  
98 mileage reimbursement costs would persist on the District's O&M expenditures. Mr. Flanagan  
99 stated that the Board had previously agreed that they wished to remove the need for employees to  
100 continue tracking vehicle mileage, and voted to keep Item #19 in.

101 Mr. Polizzi stated that he believed Item #19 should be removed for this fiscal year. Mr. Polizzi  
102 suggested that the Board could look into adding one or two other items in its place for the upcoming  
103 fiscal year. Mr. McGaffney estimated that the removal of Item #19 would have an impact of about  
104 \$15 to \$20 on assessments.

105 Mr. McGaffney stated that with Mr. Polizzi, Dr. Merrill, and Mr. Foley stating their support, this  
106 constituted a Board consensus to remove Item #19 from the CIP for FY 2023, to be considered  
107 again in the future.

108 Mr. McGaffney asked the Board for input on removing Item #21, for the Center Park Gazebo and  
109 the addition of benches with patio pavers, from the CIP for FY 2023. Mr. McGaffney noted that  
110 Mr. Howden had already stated his preference to defer this item. Mr. McGaffney added that this  
111 item had been added following some feedback from the operations manager.

112 Mr. Foley stated that he was hesitant to remove this item, indicating that it was the Board's mission  
113 to try to support all the District's amenities.

114 Dr. Merrill asked whether this item was adding to what was already present, and whether there  
115 were already existing patio pavers in the area. Mr. Kloptosky clarified that this project would  
116 involve removal of some flowerbed plant material to prep additional pavers, adding that the four  
117 benches themselves had already been ordered and would not factor into the cost. Dr. Merrill stated  
118 that she was in favor of park benches, but expressed concerns about removal of green space. Mr.  
119 McGaffney suggested that benches in the grass were ore susceptible to wear and tear due to regular  
120 trimming maintenance around them, and Mr. Kloptosky explained that the area where the benches  
121 would be installed would be surrounded by walking pavers. Dr. Merrill stated that she was in favor  
122 of this item's removal.

123 Mr. Flanagan stated that he believed this item should be kept in, noting support from residents on  
124 that side of the community.

125 Mr. Polizzi asked for clarification on costs, and Mr. Kloptosky explained that while the benches  
126 would not factor into costs, pavers would still need to be purchased. Mr. Polizzi stated that this  
127 would add to the area's attractiveness, but that he did not feel that there was a clear immediate need.  
128 Mr. Kloptosky added that there were additional benches already present on the sides of the  
129 walkways. Mr. Polizzi voiced support for deferring this item to a future time.

130 Mr. McInnes summarized that Items #8, #13, #19, and #30 would be postponed, and Item #21  
131 would be deleted, following Board consensus.

132 *(The Board recessed the meeting at 9:45 a.m., and reconvened at 10:48 a.m.)*

133 Mr. Howden asked the Board for their input on Item #27, for the pool handicap lift at the Village  
134 Center.

135 Mr. Foley stated that he was okay with Mr. Howden's suggestion to remove the lift from the CIP.  
136 Mr. Foley recommended that Mr. Kloptosky continue to keep an eye out for the lift's condition,  
137 noting that this item was coming directly from the reserve report.

138 Dr. Merrill asked whether the handicap lift was still currently functional, which Mr. McGaffney  
139 confirmed.

140 The Board came to a consensus to postpone Item #27 from the CIP for FY 2023.

141 Mr. Foley indicated that the largest item on the CIP dealt with addressing roadways under Item #7  
142 in the amount of \$437,091. Mr. Foley suggested taking a look at what would be included under the  
143 scope of this item to determine whether this project could be spread out over time to reduce the  
144 impact to FY 2023's budget. Mr. McGaffney noted that this was a petroleum-based project and  
145 cautioned that fuel prices were projected to continue to increase over time. Mr. McGaffney  
146 commented that per the District Engineer and Operations Manager's views, aspects of the road  
147 were not in horrible condition and areas could be postponed, but there were some areas in the  
148 District which would need to be done sooner. Suggestions were made to deprioritize the golf course  
149 parking lot in the scope of the roadways project unless the engineer were to indicate that it was a  
150 safety hazard. Mr. McGaffney stated that he could work with the District Engineer and Operations  
151 Manager to retool for consideration in a month.

152 Mr. Foley acknowledged the importance of the concrete curb and gutter replacement (Item #5), as  
153 well as the concrete replacement (Item #1), but asked whether this could be adjusted similarly. Mr.  
154 McGaffney noted that this would likely be an annual expense due to the extent of concrete  
155 replacements needed, but that prices could be evaluated and potentially adjusted downward after a  
156 year.

157 Dr. Merrill asked about the heat pump on Creekside (Item #26), and Mr. Kloptosky stated that these  
158 would need to be done in 2023. Mr. Kloptosky noted that the estimated cost may not be accurate  
159 unless prices were to go up significantly. Mr. McGaffney reported that the listed amount of \$49,173  
160 was from the reserve study. Mr. Kloptosky recalled that a recent replacement had run at about  
161 \$25,000, though prices may have gone up since then. Mr. Flanagan suggested that a new estimate  
162 be looked into before proceeding with the final budget.

163 Dr. Merrill asked whether tennis court windscreens (Item #29) needed to be replaced. Mr.  
164 Kloptosky noted that there had been a number of complaints about tears in the screens. Dr. Merrill  
165 asked whether these complaints applied to all of the courts, and Mr. Kloptosky stated that he was  
166 unsure. Mr. McGaffney commented that the estimate in the CIP had come from the reserve study  
167 and that the amount that the District would be spending would depend on the actual scope of the  
168 proposal they would acquire.

169 Dr. Merrill asked whether the landscape enhancement item (Item #20) included rotations, and Mr.  
170 Howden stated that he did not believe that was the case.

171 Dr. Merrill asked for clarification on Item #15 for replacement of outdoor tile floors. Mr.  
172 McGaffney explained that this was in response to a slip-and-fall incident.

173 Mr. Flanagan asked about the approval of the dog parks under Item #22, and Mr. McInnes recalled  
174 this item having been postponed due to some questions about what the District could actually do in  
175 the area. Mr. Flanagan suggested that this was a reason for this item's removal and stated that he  
176 would like to do so. Mr. McGaffney noted that he had received several comments from residents  
177 in Wild Oaks regarding the amount of mud and standing water in the area that needed to be  
178 remediated, and recommended for funds to be set aside to address these. Mr. Kloptosky clarified  
179 that maintenance cleanup work in the area had been approved, but addressing the root problem of  
180 drainage would likely necessitate raising the elevation of the park itself.

181 Mr. McGaffney asked for the Board's input in removing Item #22. Mr. Polizzi, Dr. Merrill, and  
182 Mr. Howden expressed hesitancy to remove the item from the CIP for FY 2023. Mr. Foley agreed  
183 that actions needed to be taken to address issues, but questioned whether the allocated \$21,855  
184 would necessarily fix the problems. Mr. Flanagan clarified that part of his hesitancy was that there  
185 was a significant number of variables in play, and without a plan it seemed that the District was  
186 allocating thousands of dollars towards something that could actually be a spot fix. Mr. Polizzi  
187 suggested keeping the line item in play but removing the estimate of funds to be invested until the  
188 solution was appropriately determined. Mr. Howden expressed concerns about having a \$0 line  
189 item, with Mr. McGaffney adding that this would result in the District using more fund balance.  
190 Mr. Howden suggested that Item #22 could be kept on a matrix for future discussion. Further  
191 clarification was provided that items on proposed budgets could be adjusted downward but not  
192 upward.

193 The Board came to a consensus to keep Item #22 on the list with its original estimated amount.

194 *(Mr. McGaffney left the meeting at 11:50 a.m.)*

195 Mr. Howden asked the Board whether there was any aspect of the O&M side of the budget that  
196 they had remaining questions on.

197 Mr. Foley asked about the reduction on payroll staff support. Mr. Howden clarified that the assistant  
198 operations manager figure had been taken out.

199 Dr. Merrill asked about the figure listed for the District's miscellaneous contingency, recalling that  
200 this had been removed, and Mr. McInnes explained that the number was the variance from the  
201 previous fiscal year.

202 Mr. Polizzi made comments on fair charges for café usage, and discussed equipment costs with Mr.  
203 Kloptosky. Mr. Howden asked about revisions for the April regular meeting on the budget, and Mr.  
204 McInnes stated that he would be adjusting some numbers based on this workshop discussion. Mr.  
205 McInnes noted that vehicle mileage reimbursement figures on the O&M expenditures would be  
206 increased as the Board had opted not to proceed with the additional fleet vehicle under Item #19 in  
207 the CIP. Mr. McInnes indicated that the changes to the budget would affect the listed assessment  
208 variance per unit amount of \$163.82, and predicted that this would be decreasing. Mr. Howden  
209 noted that the condo unit number still needed to be verified.

210 Mr. Foley stated that he wished for the Board to work right away on determining ways to reduce  
211 the roadway capital improvement project from its estimated cost of \$437,091, as it was the most  
212 substantial number on the CIP list. Mr. Howden indicated that TRIM notices still needed to be  
213 determined, cautioning against excessively building up expectations. Mr. Kloptosky commented  
214 that the matter was at high priority. Discussion ensued regarding District Engineer drawings for the  
215 roadways which Mr. Kloptosky indicated that was waiting on.

216 Mr. Polizzi suggested that it would be helpful to provide an analysis of variances for the residents'  
217 benefit. Mr. McInnes noted that the form being presented was a standard that applied to each of  
218 DPGF's Districts, but acknowledged that an additional slide detailing the requested information  
219 could be developed. Mr. McInnes noted that DPGF presented PowerPoints for budget meetings  
220 outlining important budgetary details.

221 B. Exhibit 2: Discussion of Resident Survey

222 a. Stan Smith w/ Snap Surveys calling in at 10:00AM

223 There was no representative from Snap Surveys in attendance to present at the meeting.

224 b. Ben Kloter w/Survey Monkey calling in at 11:00AM

225 Mr. Kloter introduced his team to the Board and presented on behalf of Survey Monkey,  
226 giving an overview of a case study with their work on a similar resident feedback project  
227 with a municipality in the United Kingdom. Mr. Polizzi clarified that the questions listed  
228 in the Exhibit were tentative and could evolve. Comments were made from representatives  
229 of Survey Monkey regarding best practices for conducting surveys to maximize response  
230 rates.

231 Mr. Flanagan asked whether the surveys would be device-aware, which the team  
232 confirmed.

233 Dr. Merrill asked about strategies to adapt some of the suggested questions to elicit better  
234 answers from survey respondents. A representative noted the iterative process of rewording  
235 questions, rearranging their order, and adjusting the response format for types of feedback  
236 data.

237 Mr. Foley expressed appreciation for the described iterative process in collaboration with  
238 the Board. Mr. Foley asked whether the survey would be anonymized, which the team  
239 confirmed. Mr. Foley asked about Survey Monkey's experience in working with CDDs  
240 and HOAs. Mr. Kloter noted that the company had worked with a variety of state and  
241 federal government organizations, and had many clients with a similar scope of intentions  
242 and goals as Grand Haven CDD. Mr. Foley asked how Survey Monkey would plan to  
243 prevent a poor response rate, and Mr. Kloter stated that his team would look into concise  
244 survey design and multiple visible channels to access surveys, acknowledging potential  
245 gaps in the current email list in the District's possession.

246 Mr. McGaffney made clarifying comments regarding the CDD's strict public records  
247 requirements, noting that emails sent to the office would be on public record and would  
248 not be confidential unless it fell under Florida statutes' exemption policies for judges,  
249 elected officers, or minors.

250 Mr. Howden asked how the team would assist the Board in interpreting the data and  
251 advising with information. A representative gave an overview of a Survey Monkey analysis  
252 tool within the survey platform which they could provide consultation on how to use. Mr.  
253 Howden asked about the timeline for having the survey ready to go if the Board were to  
254 approve moving forward with Survey Monkey. Following discussion, Mr. Polizzi  
255 suggested a two-to-three-month timeframe between starting collaboration on the survey  
256 form and completion of the survey with collected results. The Board and the Survey  
257 Monkey team discussed the pricing model of the annual enterprise license, and the Board  
258 thanked the team for presenting.

259 *(The Board recessed the meeting at 12:39 p.m., and reconvened at 12:55 p.m.)*

260 Mr. Polizzi provided an overview of his findings on each survey company's strategies for acquiring  
261 data and pricing out services. Mr. Polizzi noted that Survey Monkey's licensing model came at an  
262 estimated figure that was higher than he had anticipated, and noted that in his conversations with  
263 Mr. Kloter, it did not appear that the company offered a one-time survey option as an alternative to  
264 their year-long subscription. Mr. Polizzi commented on his consolidation process for the individual  
265 sheets of survey questions suggested by Supervisors which he had provided in the Exhibit as a  
266 draft. Dr. Merrill urged for working drafts which the Board was still in the process of developing  
267 to be clearly stamped as such, recalling previous confusion from residents on decisions that had not  
268 yet taken place. Mr. McInnes indicated that he could not alter documents once they had been  
269 submitted to enter into public record, and that the originator of said documents would need to  
270 indicate whether submitted items were working drafts.

271 Mr. Howden questioned how they could work to ensure that only one survey response was collected  
272 per household. Mr. Polizzi acknowledged efforts to retain a degree of anonymity among survey  
273 respondents, and suggested that some alternative could involve collection of account numbers  
274 assigned to respondents, house numbers, street names, or phone numbers. Mr. Howden asked about  
275 public records considerations and protections, and Mr. McInnes suggested that District Counsel  
276 may be better equipped to respond to these concerns.

277 Dr. Merrill questioned whether either survey company gave the District enough value, commenting  
278 that she did not feel that her questions on the team adding value to the draft questions had been  
279 adequately addressed by the Survey Monkey team. Mr. Flanagan commented that while the Board  
280 was likely capable of keeping the number of survey questions down to a manageable number, a  
281 company like Survey Monkey would be equipped to organize surveys to have branching forks  
282 depending on responses to various questions. Dr. Merrill questioned whether this level of intricacy  
283 was worth the estimated \$14,500.

284 Mr. Howden opined that having an outside firm conduct a resident survey would provide a level of  
285 credibility which he felt a previous survey conducted by the Board several years prior had lacked.  
286 Mr. Polizzi additionally asked whether the Board wished to consider having surveys as an ongoing  
287 data collection tool rather than a one-and-done solution. Mr. Polizzi also suggested that a \$6,000  
288 component of the Survey Monkey estimate could potentially be reduced if the Board worked to  
289 provide the survey content at a level the Supervisors found satisfactory, as this would result in the  
290 company not having to spend as much time and resources.

291 Mr. Foley suggested that the Board needed to consider Snap Surveys' pitch, adding that he agreed  
292 with Mr. Howden in his assessment that the Board did not necessarily have the expertise to develop  
293 a survey that would effectively and confidently return good data. Mr. Foley expressed some  
294 concerns that Survey Monkey's pricing model did not fit the District's specific needs. In response  
295 to comments on researching firms, Mr. Polizzi indicated that they had reached out to nine different  
296 companies, of which Snap Surveys and Survey Monkey had been the only two firms that were  
297 receptive. Mr. Howden suggested that the Snap Surveys pitch could be added to the April regular  
298 meeting matrix, noting that District Counsel had indicated to him that there may not be enough  
299 responses to the disaster RFP for a productive discussion as planned at this meeting. Mr. Howden  
300 additionally stressed the importance of developing the survey and the 10-year plan to the best of  
301 their ability. Discussion ensued regarding the progress on the long-term plan, with Mr. McInnes  
302 indicating that there was nothing additional to add unless the Board came up with additional items  
303 and dollar figures for inclusion. Mr. Polizzi indicated that he felt the Board needed to put an update  
304 together to communicate out to the community, potentially with a separate meeting or a portion of  
305 a regular meeting to have the discussion needed. Mr. Howden suggested that survey discussion and  
306 workshopping could take place at the May workshop meeting.

307 The Board expressed support for planning to come to a decision on survey firms at the April regular  
308 meeting, with a draft contract to move forward on, provided that Snap Surveys was available to  
309 provide their presentation.

#### 310 C. Discussion of Draft FY 2023 Proposed Budget

311 Mr. Foley asked for clarification on the date of the budget adoption meeting, which Mr. McInnes  
312 stated was for August 18. Mr. McInnes explained that September was the required month for  
313 adoption, and having budgets planned for final adoption in August allowed some leeway in the  
314 event of hurricanes forcing meetings to be rescheduled.

315 Mr. Polizzi suggested for the upcoming meeting to be publicized to a significant extent,  
316 commenting that he felt it would be best to have any questions or concerns from the community  
317 appropriately addressed prior to the August 18 meeting. In response to a question from the Chair,

318 Mr. McInnes advised as to the upcoming TRIM notice deadline in a couple of months. Mr. Polizzi  
319 noted that the law required for a public hearing to be held as part of the budget adoption process,  
320 which Mr. McInnes explained would be scheduled for August at this District. Mr. Howden  
321 expressed concerns about significant budget discussions taking place at the same meeting as the  
322 survey firm presentation and Board decision, indicating that budget public hearings typically took  
323 multiple hours. Mr. Flanagan suggested that taking comments on the budget at the April regular  
324 meeting could allow for the budget's adoption in August to be a more streamlined process. Mr.  
325 Polizzi added that he did not anticipate any significant changes or concerns raised on the  
326 preliminary budget at the April meeting that would preclude the Board's approval, though stressed  
327 the need for the Board to take public comments and have an open dialogue with the community.

328 Mr. Howden asked whether Mr. McGaffney would be able to attend the April regular meeting,  
329 which Mr. McInnes confirmed. Mr. Howden asked about any risks or regulatory dangers that may  
330 potentially be involved with distributing any extra communications regarding the April regular  
331 meeting. Mr. Howden emphasized that it needed to be clear that this would not be a public hearing  
332 structure. Comments were made from the Board regarding the form of extra communications, with  
333 suggestions being made for sending out notices on weekly e-blasts, as well as having the Operations  
334 Manager put up posters in display windows.

335 The Board came to a consensus to include an announcement about the April regular meeting and  
336 the budget on the Wednesday e-blasts each week leading up to the meeting.

337 *(Mr. Polizzi left the meeting at 2:04 p.m.)*

338 Dr. Merrill reiterated the need to be careful with the items sent for attachment with the agenda,  
339 noting that confusion could arise from details being taken out of context. Dr. Merrill indicated that  
340 the draft questions included in the agenda could have been distributed under separate cover, as she  
341 did not feel that they were meant for public consumption. Mr. Foley acknowledged that language  
342 under Question #19 in Exhibit 2 implied that the old court on Creekside would be closed and  
343 repurposed, which was inaccurate and not an item that the Board had discussed or came to decision  
344 on. Mr. McInnes clarified that the survey firms had received these documents, and as they were  
345 part of the record they had been included in the agenda in their unaltered form. Mr. Howden  
346 indicated his intent to better police the agendas moving forward to avoid similar misunderstandings.  
347 Mr. McInnes explained the limitations and requirements under public record per Florida law,  
348 adding that he felt it would be helpful if the authors of documents included necessary context.  
349 Discussion ensued regarding the criteria for the inclusion of sent documents on meeting agendas.  
350 Mr. Foley reiterated that all Supervisors needed to take care with what they wrote and presume that  
351 anything written could be taken in for distribution. Following additional comments from Dr. Merrill  
352 regarding appropriate labeling of documents, Mr. Howden stated that he would discuss general  
353 disclaimers with District Counsel.

354 Mr. Foley requested for communications to be sent out to the residents regarding the crosswalks,  
355 noting that he had received several questions from residents asking for a progress update. Mr. Foley  
356 stated that setting an expectation for when it might be completed was important.

357 **FOURTH ORDER OF BUSINESS – Next Meeting Quorum Check: April 21, 9:00 AM**

- 358
  - Quorum Check

359 All Board members confirmed that they would be physically present for the meeting, which would  
360 establish a quorum.

361 **FIFTH ORDER OF BUSINESS – Action Items Review**

362 Items #8, #13, #19, #27, and #30 would be postponed, and Item #21 would be deleted from the  
363 Capital Improvement Plan for Fiscal Year 2023, following Board consensus.



364 District Staff expressed intent to verify the number of condo units to be assessed.  
365 A decision and draft contract for approval with an independent survey firm would be planned for  
366 the April meeting, following presentation from Snap Surveys.  
367 Mr. McInnes stated that he could develop a slide detailing variances on the budget.  
368 Notices regarding the April regular meeting and budget discussions would be placed on the  
369 Wednesday weekly e-blasts leading up to the meeting.

370 **SIXTH ORDER OF BUSINESS – Adjournment**

371 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to  
372 adjourn the meeting. Mr. Foley made a motion to adjourn the meeting.

373 On a MOTION by Mr. Foley, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board adjourned  
374 the meeting, at 2:30 p.m., for the Grand Haven Community Development District.

375 *\*Each person who decides to appeal any decision made by the Board with respect to any matter considered*  
376 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*  
377 *including the testimony and evidence upon which such appeal is to be based.*

378 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
379 **meeting held on May 19, 2022**

380

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

381 **Title:**     **Secretary**     **Assistant Secretary**

**Title:**     **Chairman**     **Vice Chairman**

# EXHIBIT 10

1 **MINUTES OF MEETING**

2 **GRAND HAVEN**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Grand Haven Community Development  
5 District was held on Thursday, April 21, 2022 at 9:01 a.m. in the Grand Haven Room, at the Grand Haven  
6 Village Center, 2001 Waterside Parkway, Palm Coast, Florida 32137.

7 **FIRST ORDER OF BUSINESS – Call to Order/Roll Call**

8 Mr. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Chip Howden	Board Supervisor, Chairman
11	Kevin Foley	Board Supervisor, Vice Chairman
12	Michael Flanagan	Board Supervisor, Assistant Secretary
13	John Polizzi	Board Supervisor, Assistant Secretary
14	Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary

15 Also present were:

16	Howard “Mac” McGaffney	District Manager, DPFPG Management & Consulting
17	David McInnes	District Manager, DPFPG Management & Consulting
18	Scott Clark	District Counsel, Clark & Albaugh, LLP
19	Barry Kloptosky	CDD Operations Manager
20	Vanessa Stepniak	CDD Office Manager
21	Robert Ross	Amenity Manager, Vesta Property Services
22	John Lucansky	Assistant Amenity Manager, Vesta Property Services
23	Stan Smith	Snap Survey
24	Ray Smith	Resident
25	Bart Kaplan	Resident
26	Mark Leo	Resident
27	Nancy Crouch	Resident
28	Jan Bearce	Resident
29	Donna McGevna	Resident
30	John O’Meally	Resident

31 *The following is a summary of the discussions and actions taken at the April 21, 2022 Grand Haven CDD*  
32 *Board of Supervisors Regular Meeting.*

33 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

34 The Pledge of Allegiance was recited.

35 **THIRD ORDER OF BUSINESS – Audience Comments – (for non-agenda items - limited to 3 minutes**  
36 *per individual)*

37 Resident Ray Smith congratulated the Board on working together and spoke positively on the  
38 Board’s accomplishments. He recommended that the Board find outside data points regarding the  
39 budget.

40 Resident Bart Kaplan recalled that the Board had discussed installing a fence along the retaining  
41 wall and asked if this was found to be legal. He expressed that he would consider the fence to be a  
42 priority in order to protect CDD facilities.

43 Resident John O’Meally discussed fallen leaves that had caused drainage issues in the community.  
44 He requested that the CDD collect the leaves to prevent this ongoing problem from continuing.

45 Resident Mark Leo thanked those involved in improving the community. He expressed concerns  
46 regarding too much focus being put on croquet, rather than focusing on all amenities.

47 Resident Nancy Crouch asked why croquet players were required to sign in in order to play croquet.  
48 She spoke against removing the original croquet court and expressed that she felt all 3 courts were  
49 necessary.

50 Resident Jan Bearce expressed appreciation for the leaves on the side streets being removed. She  
51 requested that the Board remove leaves that had accumulated on Waterside Parkway, as well as in  
52 the drains. She recommended that the Board reconsider the automatic contract renewals that had  
53 been approved at the previous meeting.

54 Resident Donna McGevna noted that her questions at the previous meeting had not been answered  
55 when she had attended via Zoom. She stated that she had received a number of complaints regarding  
56 guards allowing non-residents into the café. She reminded café staff that they were to ask for  
57 resident ID cards. She stated that she found Mr. McGaffney's appointment as the Vice Treasurer  
58 of the District to be a conflict of interested and indicted that she felt a separate CPA firm should  
59 manage the budget. She added that she had noticed that the Meeting Minutes were being noted in  
60 an e-blast and that she did not see Meeting Minutes being announced to the public. She expressed  
61 concerns regarding a statement by Mr. Howden in which she recalled that he had indicated that the  
62 Board did not owe residents answers.

#### 63 **FOURTH ORDER OF BUSINESS – Staff Reports**

64 A. District Engineer: David Sowell

65 **This item, originally Item B under the Fourth Order of Business, Staff Reports, was presented**  
66 **out of order.**

67 Mr. Sowell stated that crosswalk plans had been delivered to Mr. Kloptosky. In response to a  
68 question from Mr. Flanagan, Mr. Howden clarified that a “not to exceed” number had not been set  
69 for the project. Mr. Foley stressed the importance of completing the crosswalk as soon as possible  
70 due to safety concerns and **suggested the addition of some type of safety device.**

71 Mr. Sowell discussed the Ditch 10 erosion, noting that he was waiting to hear back from the City  
72 Stormwater Engineer and that this would not be considered an emergency situation. He relayed that  
73 the Stormwater Engineer had indicated that the City had accepted responsibility for this matter and  
74 that they would keep an eye on the erosion over the next year or 2. Mr. Sowell additionally  
75 mentioned that the stormwater needs assessment was in progress and going well. Mr. McInnes  
76 requested that Mr. Sowell send him the report for him to submit on behalf of the District.

77 Mr. McGaffney requested Mr. Sowell's feedback on the plans for road resurfacing. Mr. Sowell  
78 stated that road resurfacing was not immediately needed and that the work could be pushed out to  
79 the next year.

80 B. Exhibit 1: Amenity Manager: Robert Ross/ John Lucansky

81 Mr. Foley requested for comments to be grouped by date or meeting. In response to a question from  
82 Mr. Flanagan, Mr. Ross confirmed that all amenities were being tracked for usage. He indicated  
83 that paper tracking was no longer needed. Mr. Polizzi asked about the feasibility of recycling old  
84 tennis balls. Mr. McGaffney requested to speak with Mr. Lucansky after the meeting to discuss the  
85 costs of recycling tennis balls.

86 C. Exhibit 4: District Counsel: Scott Clark

87 **This item, originally Item D under the Fourth Order of Business, Staff Reports, was presented**  
88 **out of order.**

89 1. Presentation of Ditch 10

90 Mr. Clark discussed the Ditch 10 issue, noting that the City of Palm Coast had agreed to  
91 take responsibility for the weir. He explained that the District would be retain the right to  
92 perform aesthetic enhancements. Mr. Polizzi asked what the District's follow-up  
93 mechanism would be regarding Ditch 10. Mr. Kloptosky indicated that he had requested a  
94 statement in writing from the City Engineer regarding the schedule and scope of work and  
95 noted that he would be monitoring the ditch.

96 D. Continued Discussion of Resident Survey – Stan Smith with Snap Survey @ 10 AM

97 **This item, originally Item E under the Sixth Order of Business, Business Items, was**  
98 **presented out of order.**

99 Mr. Smith provided a PowerPoint presentation on his company. He reviewed the various options  
100 for surveys to be conducted, including via paper, mobile app, and text. He noted that Snap Survey  
101 could integrate with any Microsoft Office products and mentioned that all data was fully  
102 encrypted. He discussed the capabilities and features of Snap Survey's software, in addition to the  
103 services Snap Survey would provide. Mr. Smith fielded questions from the Board regarding the  
104 costs and services of Snap Survey. Mr. Polizzi requested that Mr. Smith email a pricing model to  
105 Mr. McInnes to distribute to the Board. In response to a question from Dr. Merrill, Mr. Smith  
106 recommended the use of paper surveys with QR codes. Mr. Howden requested to have consulting  
107 advice pertaining to formatting for the survey to be included in the quote, in addition to  
108 interpretation of the survey.

109 *(The Board recessed the meeting at 10:55 a.m. and reconvened at 11:12 a.m.)*

110 E. Operations Manager: Barry Kloptosky

111 1. Exhibit 2: Presentation of Capital Project Plan Tracker

112 Mr. Kloptosky stated that there were no new updates beyond the information provided on  
113 the tracker and briefly reviewed the tracker. In response to a question from Mr. Foley, Mr.  
114 Kloptosky confirmed that the bathroom contracts had been executed and materials had  
115 been ordered. He indicated that the bathroom project was expected to be completed on  
116 schedule.

117 2. Exhibit 3: Monthly Report

118 Mr. Foley requested for the history on the report to be grouped by date or meeting. Mr.  
119 Howden asked Mr. Foley to bring this up during Supervisor Requests.

120 Mr. Kloptosky reviewed his report, noting that he was in the process of acquiring proposals  
121 for the curb and gutters and that the doors for the Phase 2 bathrooms would be installed on  
122 May 25. Dr. Merrill inquired about fishing pier repairs. Mr. Kloptosky indicated that the  
123 repairs were in progress and were expected to be completed potentially by the end of the  
124 following week.

125 Mr. Kloptosky stated that the final walkthrough date in the report for the road resurfacing  
126 project was incorrect and that the correct date was April 12, 2022. He discussed pond bank  
127 erosion, noting that repairs were in progress and that additional pond banks were in the  
128 process of being evaluated for erosion repairs. He mentioned that he had acquired a  
129 proposal for the two remaining canopies for the Board's consideration.

130 Mr. Kloptosky stated that he had also acquired a proposal to perform repairs around sewers  
131 in 7 locations in the amount of \$6,195.20. He stated that he had discussed this matter with  
132 the Chairman, District Counsel, and the District Manager, and that they had come to the  
133 conclusion that this should be done immediately. He indicated that the proposal had been  
134 signed and that the repairs would be put on the capital plan.

135 Mr. Kloptosky reported back to the Board that adding automatic arms at the gates would  
136 cost between \$40,000.00 and \$50,000.00 based on the proposals that had been obtained.  
137 He mentioned that reimbursement for gate repairs had not yet been received from the  
138 individual responsible for the damage. Mr. Kloptosky additionally discussed leaf cleaning,  
139 noting that the storm drains were cleaned on a regular basis but that some residents were  
140 raking leaves into the drains. Mr. Foley suggested sending these residents letters to request  
141 that they stop raking leaves into the drain.

142 Mr. Polizzi requested an update on staffing. Mr. Kloptosky indicated that they were still  
143 working on filling positions.

144 F. Exhibit 4: District Counsel (*continued*)

145 Mr. Clark discussed the hog issue and explained that animal control was outside the  
146 District's jurisdiction. He explained that CDD funds could not be used to protect private  
147 property. The Board directed Mr. Clark to work with Mr. McGaffney on drafting a formal  
148 District response to address the hog issue and fencing.

149 Mr. Foley spoke in favor of vacuuming up the leaves. Mr. Clark noted that CDD funds  
150 could not be spend removing leaves from private property but clarified that CDD funds  
151 could be used on public property if the leaves were causing a negative effect on the  
152 stormwater system. Mr. Howden requested to put this matter on the agenda to discuss at a  
153 future meeting.

154 G. Exhibit 5: District Manager: Howard "Mac" McGaffney & David McInnes

155 1. Exhibit 5: Action Item Status

156 Mr. McInnes asked for any questions on the action item list. Mr. Polizzi commented  
157 positively Mr. McInnes' work in putting the action item list together.

158 2. Exhibit 6: Meeting Matrix Update

159 Mr. Polizzi spoke on the issues of safety and security, including but not limited to e-bikes.  
160 He suggested combining these two matters into an item on the agenda. Mr. Howden  
161 explained that these were large items and recommended putting safety items first. Mr.  
162 Polizzi advised expanding the scope of discussion for both safety and security.

163 **FIFTH ORDER OF BUSINESS – Consent Agenda Items**

164 A. Exhibit 6: Consideration for Acceptance – The Revised Minutes of the Board of Supervisors  
165 Workshop Meeting Held February 10, 2022

166 B. Exhibit 7: Consideration for Approval – The Minutes of the Board of Supervisors Workshop  
167 Meeting Held March 3, 2022

168 C. Exhibit 8: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting  
169 Held March 17, 2022

170 On a MOTION by Mr. Polizzi, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved  
171 all items on the Consent Agenda for the Grand Haven Community Development District.

172 **SIXTH ORDER OF BUSINESS – Business Items**

173 H. Exhibit 10: Consideration of Celera IT Services iPad Purchase Proposal - \$4,218.00

174 Mr. McInnes relayed that the vendor had suggested using laptops, rather than iPads, if the Board  
175 wanted to have the ability to do everything they had requested. Mr. Flanagan spoke in favor of  
176 moving to Android CDD-owned devices and expressed that he did not understand why iPads

177 would not have the requested functions. Mr. McInnes recommended having the vendor attend a  
178 Workshop Meeting to provide more information on the devices.

179 On a MOTION by Mr. Flanagan, SECONDED by Mr. Polizzi, WITH ALL IN FAVOR, the Board approved  
180 the removal of the Celera IT Services iPad Purchase from the agenda for the Grand Haven Community  
181 Development District.

182 I. Exhibit 11: Consideration of Disaster Debris RFP

183 Mr. Clark recommended that the Board reject all bids and to readdress this issue later that year.  
184 He explained that only one response was received and noted that accepting this proposal would  
185 greatly increase the District's pricing on this matter.

186 On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board rejected  
187 all bids for Disaster Debris RFP for the Grand Haven Community Development District.

188 1. Exhibit 12: Presentation of Price Analysis

189 J. Exhibit 13: Presentation & Discussion of Proposed FY 2023 Budget

190 Mr. McGaffney spoke on minor changes to the O&M budget. Mr. Polizzi requested a chart that  
191 would show the combined fund balances on the assessment allocation table sheet. Mr. McGaffney  
192 informed the Board that condos and townhomes had previously been classified under a single line  
193 but would be separated into 2 separate lines. He additionally explained that he had divided the  
194 road project into 2 smaller projects and put this in a reserve study. He noted that he had left some  
195 money for this project in the FY 2023 budget and that he had reduced the amount of money for  
196 curb and gutter replacement, as the scope for this project was still unknown.

197 Mr. Foley commented positively on Mr. McInnes's work on the budget and inquired about the  
198 final day to make adjustments to assessments. Mr. McGaffney indicated that downward  
199 adjustments could be made until the conclusion of the August Public Hearing. Mr. Polizzi  
200 expressed concerns regarding possible long-term effects of the proposed changes. Mr. Howden  
201 provided reassurance, noting that the District Engineer had recommended delaying the road  
202 resurfacing project and that the work would still be completed. Mr. Foley indicated that he would  
203 like to review the long-term plan more extensively. In response to a comment from Mr. Polizzi,  
204 Mr. McGaffney noted that he had received a recommendation to increase the number for road  
205 repair to \$30,000.00. Mr. Foley inquired about the assessment increase for 2024. Mr. McGaffney  
206 indicated that the assessment increase would be 5.02%.

207 K. Exhibit 14: Consideration & Adoption of **Resolution 2022-07**, Approving Proposed FY 2023  
208 Budget & Setting Public Hearing

209 Mr. Clark stated that this resolution would approve the FY 2023 budget, as amended to include an  
210 additional \$10,000.00 for road repair, and noted that the Public Hearing would be held on August  
211 18, 2022 at 5:00 p.m.

212 A resident who was attending the meeting via Zoom requested to make a comment. Mr. Howden  
213 explained that the Board typically would not take audience comments via Zoom but suggested  
214 making an exception in this case, as it was a budget discussion. Mr. Flanagan indicated that he  
215 was not aware that the Board had not been accepting comments via Zoom and spoke in favor of  
216 doing so. Mr. Polizzi recommended that the Board make it clear that comments would not be  
217 accepted via Zoom if they decided to not take public comments.

218 An audience member expressed that he did not believe that adequate work had been done for the  
219 preparation of the budget. He indicated that it did not appear that variation analysis had been  
220 done. Mr. McGaffney explained that CDD budgets were done differently and that the District was

221 not trying to work in absolutes. He added that it was the budget what was being adopted, not the  
222 projection.

223 On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board adopted  
224 **Resolution 2022-07**, Approving Proposed FY 2023 Budget & Setting Public Hearing, as amended to  
225 include an additional \$10,000.00 for road repair, for the Grand Haven Community Development District.

226 L. Consideration of Resident Survey Vendor

227 Mr. Polizzi noted resources would be needed for kiosk setup and support, as well as for the  
228 collection of paper documents. He added that he would like to discuss the questions for the  
229 survey at a Workshop Meeting. Mr. McInnes requested that the Board send their comments to  
230 him, which he would then consolidate and send to Mr. Polizzi. Mr. Polizzi requested that the  
231 other Board members send their comments to Mr. McInnes by April 26.

232 M. Discussion of Annual Evaluation of District Operations Manager

233 Mr. Howden noted that not all supervisors had commented on the Operation Manager's review.  
234 Mr. McGaffney clarified that evaluations were not be held publicly but that this item would be  
235 summarized in a later report to the Board.

236 Mr. Howden discussed the Board's progress in improving the efficiency of meetings.

237 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

238 Mr. Polizzi suggested having a Workshop Meeting on the OM evaluation process. The other  
239 members of the Board expressed agreement. Mr. Polizzi additionally requested that the Board  
240 designate specific supervisors to take the lead on discussion items, such as communications, more  
241 frequently.

242 Mr. Flanagan stated that he had been unaware that the café was open to the public. Mr. Clark  
243 clarified that the Board had previously decided that only residents and their guests were permitted  
244 to access the café. He noted that enforcement of this policy occurred at the café, not at the gate, due  
245 to the current post orders. Mr. Flanagan indicated that he would like to receive a recommendation  
246 from Vesta regarding this matter before making any changes.

247 Mr. Flanagan requested clarification on overnight parking to be put on the matrix. Mr. Kloptosky  
248 explained that a policy made by the previous Board allowed residents to park in the Creekside or  
249 Village Center parking lot after filling out a form. Mr. Kloptosky suggested sending out an e-blast  
250 regarding overnight parking to which Mr. Flanagan agreed.

251 Mr. McInnes asked if a consensus was reached to receive input from Vesta regarding non-  
252 residential use of the café. Mr. Howden expressed concerns pertaining to enforcing a residents-only  
253 policy. Mr. Flanagan indicated agreement with Mr. Howden. Mr. McGaffney stated that he would  
254 discuss this matter with Vesta and have this brought back as part of the amenity report at the next  
255 meeting. The Board reached a consensus to receive input from Vesta.

256 Dr. Merrill requested having a process change in which residents' questions would be answered  
257 during the meeting. Mr. Polizzi suggested discussing this at the June Workshop Meeting. The rest  
258 of the Board expressed agreement.

259 Mr. Foley requested topic suggestions for an article. **Mr. Polizzi recommended including**  
260 **information on the annual budget hearing.** Dr. Merrill suggested advising residents to register to  
261 receive short summaries of the meetings if they would like to receive summaries. Mr. Flanagan  
262 suggested reminding residents to ensure they have signed up for the email mailing list in order to  
263 receive community updates. Mr. Howden agreed in the importance of encouraging residents to sign  
264 up for emails.



265 Mr. Foley stated that he would like to extend his liaison responsibility on the budget and work with  
266 Mr. Clark and District Management in an effort to see if they could find alternatives to control the  
267 District's legal costs. **There were no objections to Mr. Foley's request.** Mr. Howden noted that the  
268 District's higher legal costs were in part due to the length of the meetings, as well as the number of  
269 the District's projects.

270 Mr. Foley recalled that the Board had agreed to have communications sent out to update residents  
271 on various projects and stated that he did not think this had not been done as of yet. He requested  
272 communications to be sent out to residents on a regular basis. **Mr. Kloptosky suggested referring**  
273 **residents to the bulletin board for updates.** Mr. McInnes noted that he would have a meeting  
274 summary sent out that upcoming Monday or Tuesday.

#### 275 **EIGHTH ORDER OF BUSINESS – Action Item Summary**

- 276 A. The OM evaluation process will be added to the Meeting Matrix to be discussed at a Workshop  
277 Meeting.
- 278 B. The leaves on the roadway issue will be added to the Meeting Matrix.
- 279 C. District Counsel will draft a letter for Mr. McGaffney to send to Mr. Kaplan regarding hog trapping  
280 and fencing.
- 281 D. Supervisors will send comments to the District Manager by April 26 regarding Mr. Polizzi's  
282 summary of the resident survey.
- 283 E. The District Manager will have DPF staff add a section showing the combined fund balance on  
284 the assessment allocation table.
- 285 F. The Operations Manager will speak with the guard supervisor regarding the gate guards allowing  
286 the public to enter for café use.
- 287 G. The District Manager will follow up with Vesta on non-resident use of the café.
- 288 H. Mr. Foley will meet with the District Manager and District Counsel regarding legal fees.

#### 289 **NINTH ORDER OF BUSINESS – Upcoming Meeting Agenda Items/ Meeting Matrix**

290 Mr. McInnes stated that this Order of Business would be removed from future agendas.

#### 291 **TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: May 5th, 9:00 a.m.**

- 292 • Quorum Check

293 All Board members, with the exception of Dr. Merrill, confirmed that they would be present for  
294 the meeting, which would establish a quorum. Dr. Merrill noted that she may attend the meeting  
295 remotely.

#### 296 **ELEVENTH ORDER OF BUSINESS – Adjournment**

297 Mr. Howden asked for final questions, comments, or corrections before requesting a motion to  
298 adjourn the meeting. There being none, Mr. Foley made a motion to adjourn the meeting.

299 **On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board adjourned**  
300 **the meeting, at 2:30 p.m., for the Grand Haven Community Development District.**

301 *\*Each person who decides to appeal any decision made by the Board with respect to any matter considered*  
302 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*  
303 *including the testimony and evidence upon which such appeal is to be based.*

304

305 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
306 meeting held on May 19, 2022

307

308

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Signature

---

Signature

---

Printed Name

---

Printed Name

309 Title:  Secretary  Assistant Secretary

Title:  Chairman  Vice Chairman

# EXHIBIT 11

**RESOLUTION 2022-08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2022/2023**

**WHEREAS**, the Grand Haven Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Flagler County, Florida; and

**WHEREAS**, the District is statutorily required to prepare an annual meeting schedule of its regular meetings which designates the date, time, and location of the District’s meetings; and

**WHEREAS**, the Board has proposed the Fiscal Year 2022-2023 annual meeting schedule as attached in **Exhibit A**.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT:**

**Section 1.** Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit “A.”

**Section 2.** In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with Flagler County and the City of Palm Coast, a schedule of the District’s regular meetings.

**Section 3.** This Resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** this 19<sup>th</sup> day of May, 2022.

**ATTEST:**

**GRAND HAVEN COMMUNITY  
DEVELOPMENT DISTRICT**

---

**SECRETARY/ASST. SECRETARY**

---

**CHAIRMAN/VICE CHAIRMAN**

**EXHIBIT “A”**

**BOARD OF SUPERVIORS’ MEETING DATES  
GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2022/2023**

**Workshops:**

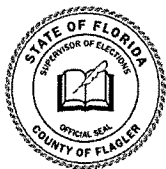
October 6, 2022  
January 5, 2023  
February 2, 2023  
March 2, 2023  
April 6, 2023  
May 4, 2023  
June 1, 2023  
August 3, 2023  
September 7, 2023

**Regular Meetings:**

October 20, 2022  
November 3, 2022  
December 1, 2022  
January 19, 2023  
February 16, 2023  
March 16, 2023  
April 20, 2023  
May 18, 2023  
June 15, 2023  
July 20, 2023  
August 17, 2023 – Budget Public Hearing at 5:00 PM  
September 21, 2023

Except as otherwise indicated above, all regular board meetings will convene the 3<sup>rd</sup> Thursday of the month at 9:00 a.m. at the Grand Haven Room, located at 2001 Waterside Parkway, Palm Coast, Florida 32137. All workshop meetings will convene the 1st Thursday of the month at 9:00 a.m. at the Grand Haven Room, located at 2001 Waterside Parkway, Palm Coast, Florida 32137.

# EXHIBIT 12



**Kaiti Lenhart** ★ FLAGLER COUNTY SUPERVISOR OF ELECTIONS

---

1769 E. Moody Boulevard, Building 2, Suite 101 \* PO Box 901 \* Bunnell, Florida 32110-0901  
Phone (386) 313-4170 \* Fax (386) 313-4171 \* www.FlaglerElections.com

April 19, 2022

Jacquelyn "Jackie" Leger  
Senior Administrator  
DPFG Management & Consulting LLC  
250 International Pkwy., Ste. 208  
Lake Mary, Florida 32746

RECEIVED APR 25 2022

**RE: CDD Registered Voters**

Dear Jacquelyn "Jackie" Leger:

Per your request, in accordance with the requirements of Chapter 190(3)(a)(d), the total number of registered voters for Grand Haven Community Development District as of April 15, 2022 is 2927.

If you have any questions or require any further assistance, please contact this office.

Thank you,

*Kaiti Lenhart*  
Supervisor of Elections

# EXHIBIT 13



# Long Term Capital Plan Survey Content Draft

## Focus Area: Demographics:

1. How many years have you been a resident:
  - a. 1-5 Years
  - b. 6-10 Years
  - c. 11-15 Years
  - d. Greater than 15 Years
2. Is Grand Haven your primary residence:
  - a. Yes
  - b. No
3. What is your age group:
  - a. 18-40
  - b. 41-65
  - c. 66-80
  - d. Greater than 80
4. What type is your housing:
  - a. Condo
  - b. Stand Alone House
  - c. Townhome
5. Do you have dependents under 18 living in Grand Haven?
  - a. Yes
  - b. No

# Long Term Capital Plan Survey Content Draft

## Amenities: **Comments will include more space in actual survey)**

1. Are you satisfied with the number and diversity of the Amenities in our community:
  - a. Yes
  - b. No
  - c. Comment:
2. What changes would you want to existing amenities or what new amenities should be added, please list in order of importance:
  - a.
  - b.
  - c.
  - d.
  - e.
3. Does our community need to invest in a upgraded Dog Park:
  - a. Yes
  - b. No
  - c. Comments:
4. The Village Center Café is over 20 years old and in need of remodeling. Would you recommend:
  - a. A remodel to update the equipment and facilities
  - b. Minimize investment to keep this amenity operational
5. Do you feel that the walking paths, sidewalks and trails, available in Grand Haven are adequate for residents exercise needs:
  - a. Yes
  - b. Expand Trail System
  - c. Comments:
6. Would you support investigating a separate path should be added where bicycles and other personal conveyances can be used?
  - a. Yes
  - b. No
  - c. Comments

# Long Term Capital Plan Survey Content Draft

## Safety and Security

1. Do you believe that the Traffic Control on our streets is effective for the safety of pedestrians, cyclists, and motorized vehicles?
  - a. Yes
  - b. No, some streets should have reduced speeds
  - c. No, all speed limits should be reduced
2. Do you believe that we need more coverage, enhanced resident access capabilities, off hours street patrols, or other enhanced features:
  - a. Yes
  - b. No
  - c. Comments:
3. Our city continues to grow and there will be more activity on Colbert Lane from residential, commercial, and retail entities. Do you agree that we should take more control or ownership of the fencing and buffer area between Grand Haven and Colbert for access control, noise abatement and security purposes:
  - a. Yes, this should be explored in the future
  - b. No, current situation is adequate

# Long Term Capital Plan Survey Content Draft

## Landscape and Facilities:

1. Overall are you satisfied with the landscape management, appearance, and maintenance in our community:
  - a. Yes
  - b. No, increase landscape enhancements on major roads
  - c. Comments:
2. As our residents continue to suggest new activities for our facilities, do you support expanding our facilities to accommodate more clubs, meeting, workspaces:
  - a. Yes, with appropriate planning and justification
  - b. No,
3. The CDD and Amenities Staff have increased communications to the community over the last two years. Do you favor continued improvements in our ability to communicate with the residents through an interactive website to potentially expand information about ongoing projects, daily operational items, security issues, a CDD email box for interaction with the residents, etc.
  - a. Yes, this would be a good investment and add value to our community.
  - b. No
4. Currently, there are three email list that have residents contact information. Would you support including your email address in a central contact system for the community:
  - a. Yes
  - b. No

# Long Term Capital Plan Survey Content Draft

## Assessments and Community Finance

1. One method to assist in managing our assessment increase is through funding our major projects by securing bonds, borrowing long term money, to cover cost like the Road Repaving, Bathroom remodeling, Café Remodeling, Facilities expansion, curb and gutter repairs, etc. This approach; while increasing overall cost due to bond issuance, interest, and management costs; spreads the cost over approximately ten years; and shared by residents' current and future as the community is used. As a CDD, we can secure favorable market rates for this financing.

### What is your initial impression of pursuing this alternative:

- a. Yes,
- b. No,
- c. Maybe, I need to understand the costs and benefits as a resident

# EXHIBIT 14



1 New Hampshire Ave, Suite 125  
Portsmouth, NH 03801

**Bill To**

John Polizzi  
Grand Haven Community Development District  
250 International Parkway  
Suite 208  
Lake Mary, FL, 32746  
  
United States

**Quote**

Quote number:14337  
Sales Person:Tyler Fulton  
Valid until:05/31/2022  
  
Payment Terms:  
  
Date Created: 2022-05-09 19:25:05

Quantity	Snap Code	Product	Unit Price	Discount:
1.00		Project Management Fee- \$250	\$250.00	0.00%
4.00		Research Services (default/basic) -Base survey build, including web version	\$175.00	0.00%
1.00		Research Services (default/basic) -Mobile kiosk edition configuration and testing	\$175.00	0.00%
1.00		Research Services (default/basic) -Scanning testing, PDF creation	\$175.00	0.00%
1.00		Logins/Invites/Reminder Setup- Database link setup for emails	\$200.00	0.00%
2,000.00		Invites (2000)	\$0.25	0.00%
1.00		Research Services (default/basic) -Hosting in Snap Online for one month	\$100.00	0.00%
100.00		Replies (web replies, \$60 per 100 responses)	\$0.60	0.00%
1.00		Research Services (default/basic) -Paper handling	\$175.00	0.00%
100.00		Research Services (default/basic) -Scanning responses, \$50 per 100	\$0.50	0.00%
1.00		Research Services (default/basic) -Excel data and Summary report delivery	\$175.00	0.00%

**Notes**

*Snap to build and optimize survey based on content in Grand Haven CDD Survey LCP Integrated Content 2022 (1) (1) (1).docx. Survey to include online, paper, and mobile(for kiosk) editions. Client to provide email addresses(up to 2,000) in Excel format, as well as email message content, for Snap to send one email invitation and one reminder message. Survey to be hosted in Snap Online for one month, and may collect up to 2,000 responses(\$60 per 100, or \$1200 for the full 2,000) combined from web and mobile(kiosk) editions. PDF of survey to be sent to client for collection. Client to mail up to 2,000 paper responses(\$50 per 100, or \$1,000 for the full 2,000) to Snap for scanning. Excel file of all data, and Summary report of all data to be delivered to client. Additional breakouts of the data for these reports may add additional cost.*

Subtotal:	\$2,560.00
Discount:	\$0.00
Discounted Subtotal:	\$2,560.00
Tax:	\$0.00
Total	\$2,560.00

**Print Order Form, sign below and check payment method. Return by faxing to (603) 610-8703 or pay by phone by calling (603) 610-8700.**

**New Users - Includes Snap's Maintenance Agreement - 12 full months of Technical Support and upgrades at no additional charge (single point of contact). Existing Users - Your current Snap Maintenance applies.**

**Signature:** \_\_\_\_\_

Check: (USD Only) Check# \_\_\_\_\_

Purchase Order: PO#: \_\_\_\_\_

Credit Card:  Request a secure link to pay online



Federal Tax ID # 04-3209519  
GSA Contract#: GS-35F-0173X

**Snap Surveys Guarantee: 30-Day money back guarantee on all software purchases.**

This Order Form creates a contract between Snap Surveys and Customer relating to the purchase and sale of goods and/or services hereunder and for the period set out on this Order Form shall be governed exclusively by the terms and conditions of Snap Surveys' Software License and Services Agreement. The full text of this agreement is available online at <http://www.snapsurveys.com/survey-software/license-us/>. Any additional or different purchase order terms and conditions shall not apply. This order constitutes the final expression between the parties with respect to the subject matter hereof, and any prior or superseding oral or written communications between Snap Surveys and Customer relating to the subject matter shall be null and void.

**Your information:** by submitting this order you consent to the use of your personal information in accordance with Snap Surveys' privacy policy, available at <http://www.snapsurveys.com/survey-software/privacy-policy-us/>. This may include the use of your account information to provide you with information about our products and services. If you do not wish to receive such information from us, please check this box

## CONSULTANCY TERMS OF AGREEMENT

### **Estimated Costs:**

Estimated costs are based on the information provided by the client. Should the project differ from the assumptions made in the estimate, we reserve the right to revise our costing accordingly. If this happens, we will let you know and obtain your approval before carrying out any further work. Any additional costs will appear on the final invoice.

### **Standard Payment Terms:**

We require payment in two stages:

- 50% deposit at the commissioning stage
- Final payment is due upon completion of the project. For this, our payment terms are net 30 days. All invoices more than 30 days in arrears will be assessed a 1.5% interest rate per month on the outstanding balance.

### **Project Timescale:**

We will advise you of timescales for the completion of your project. As a guideline, we typically require 5 to 7 business days from receipt of final content to complete a project. Complex projects may require 7 to 10 business days or more from receipt of final content to complete. Should any documents from the client be delayed, we reserve the right to alter our timescales accordingly. Upon close of a survey, we require at least 2 weeks to complete analysis. More complex analysis may require additional time to complete.

### **Cancellation Policy:**

Once this document has been signed and returned, we reserve the right to charge for any work cancelled prior to the date that the required documents / files are due. The cancellation fee is calculated as follows:

More than one month:	No charge*
One month to one week:	50% of estimate
One week or less:	Full estimate value

### **Your Data:**

All information supplied by our clients or survey respondents in order to conduct a consultancy project is treated in the strictest confidence. It is only used in this context and in accordance with our Privacy Policy, available at <http://www.snapsurveys.com/privacy-policy-us/>, and is not made available to third parties without the client's authorisation. Where the information provided to Snap Surveys NH, Inc. in connection with any project constitutes personal data or personal information, Snap Surveys NH, Inc. acts as a data processor for its clients and only processes the personal data in accordance with our client's instructions. Our clients are responsible for ensuring that they can transfer the personal data or personal information to Snap Surveys NH, Inc. to carry out the project and that all relevant consents have been obtained.

Snap Surveys NH, Inc. will adopt appropriate technical and organisational measures against the unauthorised or unlawful processing of any such personal data or personal information and against its accidental loss, destruction or damage.

We may use your account information to send you information about our products, services and any special offers and promotions. If you do not wish to receive information from us, either by post, telephone or email, please tick this box:

All data held by Snap Surveys NH, Inc. will be removed from our systems 90 days after the project completion date unless otherwise instructed.

### **Subcontractors:**

We may use subcontractors to provide certain services to us e.g. hosting your survey or carrying out printing services. These subcontractors are authorised to use your personal information only as necessary to provide these services to us. Further details of our approved suppliers are available on request.

### **Survey Availability:**

We aim to make sure that your hosted survey is available 24 hours a day and 7 days per week, but we do not make any guarantees as to availability and may restrict access to your survey if we believe that this is necessary.



## **Use of WebHost:**

If as part of the project you are given access to Snap WebHost, you agree to use Snap WebHost in accordance with the Snap Surveys Web Based Systems and Services Terms of Use, available at <http://www.snapsurveys.com/survey-software/webhost-terms-of-use-us/>.

## **Our Liability:**

Other than for liabilities that cannot be excluded by law, Snap Surveys NH, Inc's total aggregate liability in contract, tort, misrepresentation or otherwise, arising in connection with any services provided under these terms of agreement, is limited to the fees paid to Snap Surveys NH, Inc. for carrying out the project.

## **Force Majeure**

Snap Surveys shall not be liable to the Client for any failure to perform or delay in performance under these terms of agreement to the extent that such non-performance or delay is caused by any circumstances beyond its reasonable control. If any period of failure or delay lasts for more than 60 days the Client shall be entitled to terminate these terms of agreement by notice in writing.

## **Law:**

The terms of this quotation are governed by the laws of the State of New Hampshire and the courts of New Hampshire shall have exclusive jurisdiction in relation to it.

\*No charge if no work has been completed. Any work completed prior to cancellation date will be billed to Client at standard rates.

\*These terms of agreement create a contract between Snap Surveys NH, Inc. and client relating to the purchase and sale of goods or services hereunder and will be governed exclusively by these terms and the terms and conditions of the Snap Surveys Software License and Services Agreement and Snap Surveys terms of use and policies located here: <http://www.snapsurveys.com/software/licences.shtml> . Any additional or different purchase order terms and conditions shall not apply.

These terms of agreement constitute the final expression between the parties with respect to the subject matter hereof, and any prior or superseding oral or written communications between Snap Surveys NH, Inc. and client relating to the subject matter shall be null and void.

---

## **PLEASE CHECK THE BOX BELOW AND SIGN:**

By checking this box and signing my name below, I confirm I have read and understand the above agreement terms.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

**Please return this signed agreement along with your signed estimate by emailing [ResearchUS@snapsurveys.com](mailto:ResearchUS@snapsurveys.com) or by faxing to (603) 610-8703.**

For office use only:

Received date: \_\_\_\_\_ Received by: \_\_\_\_\_

Estimate Number: \_\_\_\_\_ Project Title: \_\_\_\_\_