



**Community  
Development District**

**July 21, 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**

July 14, 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, July 21, 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

1. **Presentation of Stormwater Needs Analysis Report**

[Exhibit 2](#)

C. Operations Manager: Barry Kloptosky

1. Presentation of Capital Project Plan Tracker

[Exhibit 3](#)

2. Monthly Report

[Exhibit 4](#)

D. District Counsel: Scott Clark

[Exhibit 5](#)



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**IV. Staff Reports – continued**

E. District Manager: David McInnes

1. Meeting Matrix [Exhibit 6](#)
2. Action Item Report [Exhibit 7](#)
3. Presentation of Qualified General Election Candidates
  - Seat 1 – John Polizzi
  - Seat 3 – Kevin Foley
  - Seat 5 – Nancy Crouch

**V. Consent Agenda Items**

- A. Consideration for Acceptance – The June 2022 Unaudited Financial Report [Exhibit 8](#)
- B. Consideration for Approval – The Minutes of the Board of Supervisors Workshop Meeting Held June 2, 2022 [Exhibit 9](#)
- C. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held June 16, 2022 [Exhibit 10](#)

**VI. Business Items**

- A. Presentation of Celera Virtual CIO – Follow-Up to May 2022 Workshop
  1. Board Meeting Summary [Exhibit 11](#)
  2. Gatehouse Project Summary [Exhibit 12](#)
  3. Additional Module Descriptions [Exhibit 13](#)
- B. Consideration of Celera I.T. Services iPads Proposal - \$4,992.00 [Exhibit 14](#)
- C. Consideration of Celera I.T. Services Add-On Modules for Gate House System Proposal [Exhibit 15](#)
- D. Presentation of Recap on 10-Yr Projections for O&M & Long-Term Capital Plan Draft
  1. Summary of Actual & Projected O&M & SRF Expenses, Assessments from FY16-FY32 – Original Format [Exhibit 16](#)
  2. Summary of Project O&M & SRF Expenses by Category, & Assessments from FY23-32 – Alternative Format [Exhibit 17](#)



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**VI. Business items – continued**

- 3. **In Depth List of O&M Revenue & Expenses**
  - **FY16-FY22** [Exhibit 18](#)
  - **FY23-FY29** [Exhibit 19](#)
  - **FY30-FY32** [Exhibit 20](#)
  - **O&M Definitions** [Exhibit 21](#)
- 4. **In Depth List of SRF Projects – FY23-FY32** [Exhibit 22](#)
- 5. **Summary of Projected SRF Revenue, Expenses & Fund Balances – FY23-FY32** [Exhibit 23](#)
- 6. **Recap of LTCP Status List** [Exhibit 24](#)
- E. **Presentation of FY 2023 Approved Proposed Budget – O&M & Special Reserve Fund** [Exhibit 25](#)
- F. **Consideration of District Engineer Contract – Kimley-Horn** [Exhibit 26](#)
- G. **Discussion of Update on Resident Survey** [Exhibit 27](#)
  - 1. **LCP Survey Contents Final** [Exhibit 28](#)

**VII. Supervisors Requests**

**VIII. Action Item Summary**

**IX. Next Meeting Quorum Check: August 4<sup>th</sup>, 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@dpgmc.com](mailto:dmcinnes@dpgmc.com).

Sincerely,

*David McInnes*

David McInnes  
 District  
 Manager

# EXHIBIT 1



## Monthly Amenity Update

*Date of report: 7-13-2022*

*Submitted by John Lucansky*

Supervisors,

Resident appreciation day was July 4<sup>th</sup>. It was a huge success. 492 residents attended. I have received multiple emails from residents stating how wonderful the event was and thanks for having it again.

We are planning a Jimmy Buffet “Cheeseburgers in Paradise” at the water side café August 13<sup>th</sup> from 5:00pm – 8:00pm. Live music provided by Jordan Profitt. A special burger menu will be introduced include 5 different specialty burgers.

The facilitators are providing fresh cold water daily at the croquet courts until the water fountains are installed.

On the tennis court side-we dropped clay on courts 1,2,3, and 4. We diligently check the courts each day. Algaecide is allied as needed.

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 the Croquet President.

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

John

## **Titi Hut Events**

Tiki hut is open in July on Saturdays and Sundays 11:00am-7:00pm

### Luau Day

- a. Sunday July 24<sup>th</sup> 11:00am-7:00pm
- b. Special Luau food and drink menu.
- c. Prizes for best costume

## **Café Events**

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

**New Café drink and wine menus**

## BEER

### DRAFT BEER

BLUE MOON	5.00
ALCATRAZ	5.00
HEADSOUTH 66 IPA	5.00
HEADSOUTH 66 HAZY IPA	5.00
MILLER LITE	3.00
YUENGLING	3.00

### BOTTLED BEER

CORONA	4.25
CORONA LIGHT	4.25
BUDWEISER	3.00
BUD LIGHT	3.00
MICHELOB ULTRA	2.75

## WINE

### HOUSE WINES

**Copper Ridge**  
Cabernet  
Merlot  
Pinot Noir  
Pinot Grigio  
Chardonnay  
White Zinfandel

**4.00 per glass**  
**26.00 per bottle**

### PREMIUM WINES

Red	White
<b>Juggernaut</b> Hillside Cabernet	<b>White Haven</b> Sauvignon Blanc
<b>Broadside</b> Cabernet Sauvignon	<b>Canyon Road</b> Moscato
<b>Clos du Bois</b> Cabernet Sauvignon	<b>Kendall Jackson</b> Chardonnay

**7.00 per glass**  
**27.00 per bottle**

## Drink Menu

### Waterside Cafe

#### \$5 or Top Shelf \$7

**Bay Breeze**  
House Vodka, Cranberry Juice, Pineapple Juice

**Sea Breeze**  
House Vodka, Cranberry Juice, Grapefruit Juice

**Rum Punch**  
House Rum, Orange Juice, Pineapple Juice, Lime Juice, Grenadine

**Cuba Libre**  
House Rum, Coke with a twist of Lime

**Tequila Sunrise**  
House Tequila, Orange Juice, Grenadine



# New Premium Wines



**\$7.00 per glass**

**Juggernaut**  
**California 2019**  
**Cabernet Sauvignon**

**Broadside**  
**Paso Robles 2018**  
**Cabernet Sauvignon**

**Kendall-Jackson**  
**Vinter's Reserve 2020**  
**Chardonnay**

**White Haven**  
**New Zealand 2021**  
**Sauvignon Blanc**

**Clos du Bois**  
**California 2020**  
**Cabernet Sauvignon**

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**Parking lot open spaces checks**

We will continue collect the data for a couple months.

Parking Lot Checks																											
Day of the Month	10:30AM			11:30AM			12:30PM			5:00PM			6:00PM			7:00PM											
	North Lot OPEN	South Lot OPEN	# of Cars in Street	Weather	North Lot OPEN	South Lot OPEN	# of Cars in Street	Weather	North Lot OPEN	South Lot OPEN	# of Cars in Street	Weather	North Lot OPEN	South Lot OPEN	# of Cars in Street	Weather	North Lot OPEN	South Lot OPEN	# of Cars in Street	Weather							
6/1/22																											
6/2/22																											
6/3/22																											
6/4/22																											
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6/23/22									21	22	0	95		22	21	0	95		26	22	0	95		32	19	0	87
6/24/22	13	12	0		20	18	0		25	19	0	85		25	25	0	Rain		16	25	0	Rain		21	25	0	Rain
6/25/22	21	6	0	Sun	20	19	0	Sun	36	22	0	Sun		37	23	0	Sun		30	22	0	Sun		35	23	0	Sun
6/26/22	47	25	0	Sun	45	25	0	Sun	44	25	0	Sun															
6/27/22	28	25	0	Rain	35	25	0	Rain	25	25	0	Rain		31	25	0	Sun		21	22	0	Sun		21	20	0	Sun
6/28/22	15	15	0		17	21	0		5	24	0			1	17	2	Sun		3	17	2	Sun		21	18	0	Sun
6/29/22	21	17	0		23		0	Sun	26	24	0	Sun		14	18	0	Sun		20	16	0	Sun		13	2	0	Sun
6/30/22	4	11	0		19	21	0	Sun	28	23	2	H		20	21	2	H		15	17	0	H		18	21	0	H

## 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. 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)*

### Creekside bathroom checklist:

These are the excel spreadsheets that I observe to make sure the facilitators are completing the task

	Timestamp	Showers Checked?	Toilet and Urinals Clean	Mirrors and vanity clean	Soap and paper products	Waste containers empty	Floor clean and dry?	Facilitator name and Comments
6	6/26/2022 18:42:12	Yes	Yes	Yes	Yes	Yes	Yes	Mike
7	6/27/2022 5:15:36	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
8	6/27/2022 9:00:10	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
9	6/27/2022 11:49:28	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
0	6/27/2022 14:33:31	Yes	Yes	Yes	Yes	Yes	Yes	Mike
1	6/27/2022 16:26:53	Yes	Yes	Yes	Yes	Yes	Yes	Mike
2	6/27/2022 19:14:35	Yes	Yes	Yes	Yes	Yes	Yes	Mike
3	6/28/2022 5:23:53	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
4	6/28/2022 9:43:15	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
5	6/28/2022 11:48:55	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
6	6/29/2022 5:34:35	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
7	6/29/2022 11:39:13	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
8	6/30/2022 5:16:12	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
9	6/30/2022 8:33:42	Yes	Yes	Yes	Yes	No	Yes	Gordon rice
0	6/30/2022 11:48:33	Yes	Yes	Yes	Yes	No	Yes	Gordon Rice
1	7/3/2022 5:26:11	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
2	7/3/2022 8:53:05	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
3	7/3/2022 11:46:27	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
4	7/4/2022 5:13:20	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
5	7/4/2022 8:53:41	Yes	Yes	Yes	Yes	No	Yes	Gordon rice
6	7/4/2022 11:43:10	Yes	Yes	Yes	Yes	No	Yes	Gordon Rice
7	7/5/2022 5:43:27	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
8	7/5/2022 8:27:14	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
9	7/5/2022 12:04:19	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
0	7/6/2022 5:31:09	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
1	7/6/2022 11:39:52	Yes	Yes	Yes	Yes	Yes	Yes	Mark Sedlak
2	7/6/2022 15:02:47	Yes	Yes	Yes	Yes	Yes	Yes	Fred owen
3	7/7/2022 5:21:11	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
4	7/7/2022 8:36:22	Yes	Yes	Yes	Yes	No	Yes	Gordon rice
5	7/7/2022 11:27:50	Yes	Yes	Yes	Yes	Yes	Yes	Gordon Rice
6	7/7/2022 15:32:11	Yes	Yes	Yes	Yes	Yes	Yes	Fred owen

**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*

*No new feedback the past month*

**WE WANT YOUR FEEDBACK!**

**Scan the QR Code  
to answer a 5  
question survey**

Waterside Cafe

Made with PosterMyWall.com

## 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.

### GRAND HAVEN ROOM ACTIVITIES JULY 2022

TIME	MON 7-11	TUES 7-12	WED 7-13	THUR 7-14	FRI 7-15	SAT 7-16	SUN 7-17
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		Tai Chi 10:10-10:55	Zumba 10:10-11:00 Podium, Shades Screen	
11:00-12:00	Tai Chi 11:10-11:55			Table Tennis 10:30-12:30	Tai Chi 11:10-11:55		
12:00-1:00		12:00 Connection Testing					
1:00-2:00	Open Play 1:00-4:00	Paula F's Group 1:00-4:00			Open Play 1:00-4:00	Set UP	
2:00-3:00	Bridge (Private) Mahjong, Chess	(Private Group) 3 Tables/Pads	2:00 CERT Meeting			Set UP	
3:00-4:00						Set UP	
4:00-5:00				4:00-6:00 Candidate Meet & Greet		Private Party	
5:00-6:00					Table Tennis 5:00-6:30 (Private Group)	Private Party	
6:00-7:00			Table Tennis 6:00-8:00 (Private Group)			Private Party	
7:00-8:00						Private Party	

### CREEKSIDE ACTIVITIES JULY 2022

TIME	MON 7-11	TUES 7-12	WED 7-13	THURS 7-14	FRI 7-15	SAT 7-16	SUN 7-17
8:00-9:00							
9:00-10:00	Yoga 9:30-11:00		Sit & Dance 9:30-10:15		9:00 Haven Family Fund Board Meeting/Long table 8 chairs Rug area		
10:00-11:00				Yoga 10:00-11:30			
11:00-12:00						Tiki Hut Open 11:00-7:00	Tiki Hut Open 11:00-7:00
12:00-1:00						Tiki Hut Open 11:00-7:00	Tiki Hut Open 11:00-7:00
1:00-2:00	Mahjong 1:00-4:00  (Private Group)	Mahjong 1:00-4:00 (Private Group) 3 Tables	Mexican Train 1:00-4:00 4 Tables	Mahjong 12:30-4:00 (Private Group) 4 Tables/Pads	Canasta/ Rummikub 1:00-4:00 (Private Group) 6 Tables	Tiki Hut Open 11:00-7:00	Tiki Hut Open 11:00-7:00
2:00-3:00	1 Table Outside 4 Tables Inside					Tiki Hut Open 11:00-7:00	Hearts 2:00-4:00
3:00-4:00	3:00-5:00 Book Club (Private Group)					Tiki Hut Open 11:00-7:00	(Private Group) 3 Tables/Pads
4:00-5:00						Tiki Hut Open 11:00-7:00	Tiki Hut Open 11:00-7:00
5:00-6:00						Tiki Hut Open 11:00-7:00	Tiki Hut Open 11:00-7:00
6:00-7:00	Mahjong 6:00-8:00					Tiki Hut Open 11:00-7:00	Tiki Hut Open 11:00-7:00
7:00-8:00	3 Tables						

**Pool Guest passes:**

1. Over 1141 ***guest passes*** have been issued by 7-13-2022. All passes are numbered and registered by the resident, with a 2-week term limit.
2. Passes are logged and tracked at each amenity center.

**Website Directory:**

1. 875 registered residents as of 7/13/2022.

**CDD Revenues:**

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

## EXHIBIT 2

# Grand Haven Stormwater Needs Analysis

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## Overview and Purpose:

- Mandated by 403.9302, Florida Statutes and administered through the Office of Economic and Demographic Research (EDR)
- Compile info on stormwater related assets and expenditures and transmit to the EDR (through Flagler County)
- To be updated every 5 years with a 20 year look ahead at each update
- Collected data will be included in the State's Annual Assessment of Florida's Water Resources and Conservation Lands

## Excerpt from 2021 AAFWRCL:

### **1. Introduction and Purpose**

Florida's natural resources are abundant and include 825 miles of sandy beaches;<sup>15</sup> 27,561 miles of streams and rivers; more than 7,700 lakes larger than 10 acres in size covering a surface area of 1.6 million acres, 11.3 million acres of freshwater and tidal wetlands, 33 first magnitude springs,<sup>16</sup> and habitat for 528 endangered or threatened plant species and 55 endangered or threatened animal species.<sup>17</sup> In addition, Florida has fresh groundwater in underlying aquifers which provides drinking water through public supply or private residential wells to more than 90 percent of Florida's population.<sup>18</sup> It is the intent of this report to assist policy makers with the information needed to effectively and efficiently manage Florida's natural resources.

## Typical Information Requested:

- What is your current strategy and priorities for managing stormwater?
- What is your funding source for managing stormwater?
- Do you have a stormwater master plan or a similar program?
- Do you have an asset management system for stormwater infrastructure?

## Typical Information Requested:

- Do you have a stormwater related public education program and a system for the public to report issues?
- Do you have a housekeeping program for managing stormwater associated with maintenance yards, chemical storage, fertilizer management, etc.
- Do you monitor water quality?
- Do you have a geospatial mapping system to locate your stormwater infrastructure?

## Typical Information Requested:

- Do you routinely mow around stormwater ponds, swales, etc?
- Do you manage invasive plants associated with stormwater infrastructure?
- Do you remove sediment from the stormwater system?
- Do you have a street sweeping plan?
- Do you use trash pumps, flood pumps, or alum injection?

## Typical Information Requested:

- How many feet of stormwater pipe are you responsible for maintaining?
- How many retention ponds are you responsible for maintaining?
- What “green” infrastructure do you use to manage stormwater?
- Is your service area expected to change within the next 20 years?

# Typical Information Requested:

- How much do you currently spend and plan on spending on stormwater infrastructure over the next 20 years?
  - Operation and Maintenance
  - New Expansions
    - Flood Protection
    - Water Quality
    - Resiliency\*
    - End of Useful Lifecycle Replacement\*

# Typical Information Requested:

- What “New Expansion” projects have a committed funding source and what do not?



# Questions

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# EXHIBIT 3

GRAND HAVEN  
COMMUNITY DEVELOPMENT DISTRICT  
FY2021/2022 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER  
7/13/2022

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	Project complete on delayed due to supply chain issues.
2	C	Sidewalk Replacement Plan	Community Wide	50,000	15,207		15,207	Project delayed due to supply chain issues.
3	RES	Paving Project: The Crossings, Village Center South Parking Lot	Village Center	272,000	198,950	(73,050)	198,950	Project complete. Final inspection approved by engineer.
4	E	Village Center North-Parking Lot Expansion - 1x cost to construct	Village Center	250,000	-	-	-	Project currently on hold.
5	E	Phase 3 Bathroom Renovation	Village Center	150,000	212,700	62,700	122,426	Ladies' bathroom 90% complete and currently open as unisex bathroom. Men's room closed, demolition in progress.
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. Materials ordered.
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	38,912		38,912	In progress.
11	C	Firewise Projects	Community Wide	30,000	16,200		16,200	Emergency permit issued by SJRWMD for the Crossings and Southlake areas. Firewise mowing tentatively scheduled to resume next week.
12		Aeration Installation - Pond 37			10,888	10,888	9,066	Underground conduit installed. Electrical installation in progress.
13		Pond Bank Reinforcement - Coquina			61,800	61,800	61,800	All 8 locations complete.
14		Crosswalk Safety Project			24,788	24,788	5,551	Parts delivered. Concrete work delayed due to supply chain issues. Currently seeking alternatives.
15			<b>Total Capital Projects for FY 2022</b>	<b>1,073,425</b>	<b>784,318</b>	<b>70,574</b>	<b>556,812</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	Project complete. 1 Canopy installed. Remaining canopies in production.
19	E	Pickleball Expansion		30,000	35,020	5,020	35,020	Project complete. Canopies in production.
20	RES	Rubber Tile Flooring - Creekside Fitness Center		8,600	8,600	(8,600)	-	-
21	E	Phase 2 Village Center Bathroom Renovation			9,366	9,366	9,366	Waiting for 4 remaining interior doors.
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>153,033</b>	<b>85,832.85</b>	<b>144,433</b>	
24			<b>GRAND HAVEN Total</b>	<b>1,132,025</b>	<b>937,351</b>	<b>156,406.78</b>	<b>701,244</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 4



## Operations Manager's Report – July 21st, 2022

- **CROSSWALK SAFETY PROJECT**
  - District Engineer has provided drawings for the traffic safety crosswalks at The Village Center and Creekside.
  - Parts and materials have been delivered. (Pole bases on backorder. Tentative ship date 7/29/2022.)
  - Staff has cleared areas for new connecting sidewalks at the Village Center and Creekside locations.
  - Scheduled start date for concrete work has been delayed. Multiple contractors have informed us that due to limited staffing and limited supplies of raw materials, concrete deliveries have been delayed. Any available concrete has been rationed between numerous contractors.
  - We are currently exploring alternatives in an effort to move this project forward.
  
- **SIDEWALK REPLACEMENT PLAN**
  - Contractor's proposal has been signed to repair multiple sidewalk deflections on Waterside Parkway.
  - Project has been delayed.
  - Multiple contractors have informed us that due to limited staffing and limited supplies of raw materials, concrete deliveries have been delayed. Any available concrete has been rationed between numerous contractors.
  
- **CURB AND GUTTER REPAIRS**
  - Current list of repairs 90% complete.

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# GRAND HAVEN



## COMMUNITY DEVELOPMENT DISTRICT

- **POND BANK EROSION**
  - Eight of the most recent locations have currently been completed.
  
- **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.
  
- **CONSTRUCTION OF NEW CROQUET COURTS AT CREEKSIDE**
  - Courts complete and open for resident use.
  - One canopy has been delivered and installed.
  - Waiting for scheduled installation date of remaining canopies.
  
- **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 have been installed.
  - 4 backordered interior doors will not interfere with the progress of the Village Center renovation project.

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- **PHASE III VILLAGE CENTER BATHROOM RENOVATIONS**
  - Ladies' bathroom renovation is 90% complete.
  - Ladies' bathroom is now open for resident use as a unisex bathroom.
  - The men's bathroom has been closed and demolition is in progress.
  - Both bathrooms are on schedule for completion by 09/30/2022.
  
- **POND 37 AERATION INSTALLATION**
  - The contract has been fully executed.
  - Installation of power source to the aeration equipment is in progress.
  - Underground conduit is complete, awaiting electrical installation.
  - Once electrical wiring installation is complete, aeration contractor will provide an installation date for aeration equipment.
  - in Wild Oaks and 2 locations on Osprey Circle.
  - Repairs currently in progress.
  
- **STORMWATER DRAINAGE CONCERNS**
  - Stormwater drainage issues have been identified on North Park Circle and North Waterview Drive.
  - Modifications to existing stormwater inlet have been completed.
  - This corrective action is expected to reduce the possibility of stormwater backup.
  - We are currently monitoring these locations. To date, we have not experienced any water backup issues.

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# GRAND HAVEN



## COMMUNITY DEVELOPMENT DISTRICT

- **ASPHALT REPAIRS AROUND MANHOLE COVERS**
  - Current repairs to include 7 locations
  
- **STAFFING ISSUES**
  - A new administrative assistant has been hired at the Creekside office.
  - The Field Maintenance Supervisor position has been filled.

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# EXHIBIT 5

## GRAND HAVEN MEETING ATTORNEY REPORT LIST (7/21/22)

### **1. Amenity Rule Hearing**

The proposed amendments to the Amenity Rules were finalized after the June Board meeting and notices have been prepared and published for the August hearing.

### **2. Budget Hearing**

Mailed notice to residents and required publications have been completed.

### **3. Engineering Contract**

Subsequent to the Board's selection process for the District Engineer RFQ at the June meeting, notices of action were provided to the two firms submitting qualifications. A form of agreement has been negotiated with Kimley-Horn, the top-ranked firm and is included in the agenda package.

# EXHIBIT 6

# GRAND HAVEN MEETING AGENDA MATRIX

<b>July 2022</b>	<b>Workshop None</b>		
	<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> <ul style="list-style-type: none"> <li>○ DM to provide current Long Term Capital Plan, 10 year financial projections and draft budget presentation to Board for review and comment</li> <li>○ DE to present Stormwater Needs and Analysis Report</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>▪ 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> 08/04</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 water quality</li> </ul> </li> <li>• <b>Discussion:</b> <ul style="list-style-type: none"> <li>○ Grand Haven security including gate access, process efficiency and access issues                             <ul style="list-style-type: none"> <li>--Public comments (10:00 AM-10:30 AM (or later if necessary):</li> <li>--Previously submitted resident comments</li> <li>--Supervisor’s comments</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Have Louise Leister and Interim District Engineer join by Zoom</li> </ul>
	<p><b>Regular Meeting:</b> 08/18 Starts at 3 PM</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> <ul style="list-style-type: none"> <li>• Rules, Policies and Fees Public Hearing (starts at 5PM)</li> <li>• Budget and Assessment Public Hearing (starts at 5 PM)</li> </ul> </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</li> <li>○ Spring leaf collection in non-common and non-PLM areas</li> </ul>	<ul style="list-style-type: none"> <li>● Need historical and other data from Operations Manager</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></li> </ul>	

# GRAND HAVEN MEETING AGENDA MATRIX

<b>October 2022</b>	<b>Workshop: 10/6</b>	<ul style="list-style-type: none"> <li>• <i>Presentations</i></li> <li>• <i>Discussions</i></li> </ul>	
	<b>Regular Meeting: 10/20</b>	<p><b>Regular Meeting Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• <i>Staff Reports</i></li> <li>• <i>Consent Agenda Items</i> <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>• <i>Business Items</i></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><ul style="list-style-type: none"><li>○ Meeting Minutes<ul style="list-style-type: none"><li>▪ 10/1/2022 Workshop</li><li>▪ 10/15/2022 Regular Meeting</li></ul></li><li>○ Unaudited Financials (October, 2022)</li></ul></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	Established townhall style meetings; increased E-blasts; additional information added to District's website.
5. 2-5-year Capital Planning	10-year Long Term Capital Plan scheduled to be completed Fall, 2022
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

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
4/7/2022	DM to provide Board with general comparative salary rates in Flagler and St. Johns County (including health care) for comparison with GHCCD employees by end of calendar year	
4/21/2022	DM to work with DPFG staff (Logan) to add section on assessment allocation table showing combined fund balances	5/26: Done
5/19/2022	DM to provide draft budget presentation to Board by July for review and comment	
5/19/2022	DM (for July workshop) provide L-T Capital Plan w/o highlights; 10-year projections showing road improvements and \$500K floor & 10 year assessment	Working with Vice Chair Foley on this
5/19/2022	Correspond with Louise with regards to presentation	5/26: Done
5/19/2022	Resend Supervisors questions submitted for Louise and Oak Tree presentation	5/20: Done
6/2/2022	Louise Leister is to provide a list of projects to the DM which in turn is to be distributed to the Board	6/8: Louise's list emailed to Board
6/2/2022	DM is to check with DC to see about prohibitions on painting center line on Waterside Parkway	6/7: There is no prohibition against painting a center line on Waterside Parkway
6/2/2022	DM is to speak with DC regarding proposed resident survey and any ADA issues that need to be considered	6/7: No ADA issue if residents simply drop off survey at CDD offices; may be ADA issues if

		they go to CDD offices for more assistance.
6/2/2022	DM is to speak with DC regarding if Supervisors can be part of the test team on the survey	6/7: Any meeting of 2 or more supervisors discussing regarding the survey will require proper noticing.
6/16/2022	DM is to work with OM regarding resident's tree replanting issue	7/15: Vanessa arranging meeting time for 8/5.
6/16/2022	DM to work with Chair to arrange meeting outline on security based on input from Supervisors and OM	6/17: Email sent to Supervisors
6/16/2022	DM to send updated version of resident survey to Supervisors	6/17: Done
6/16/2022	DM to send claims info to Supervisors	6/17: Done
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
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	6/9: Unable to determine at this time
3/17/2022	OM to report back to Board how many street light poles are in poor condition	6/9: To be done
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)	6/9: Addressed with Post Orders
4/21/2022	OM to send out an E-blast regarding overnight parking at VC and Creekside parking lots	Done
5/5/2022	OM staff to work with VCIO to address concerns raised during workshop and to identify immediate concerns that need to be rectified	6/9: Underway
5/5/2022	OM to look into possibility of lighting for basketball court at Village Center	6/9: Awaiting info from electrician

6/2/2023	OM is to look into frequency of coating on tile in Village Center	6/9: Will be doing it bi-weekly
6/2/2022	OM is to look into correct type of signage on eastbound Egret at round about	6/9: Awaiting reply from DE
6/2/2022	OM is to check with DE on color combinations for crosswalk for higher visibility & to see if the word "YIELD" can be painted on the roadway before the crosswalk	6/9: Awaiting reply from DE
6/2/2022	OM is to check on signage for bikes on the Esplanade	6/9: OM needs wording once rules finally are adopted
6/2/2022	OM is to set up a FPL energy audit for all structures in community including pumphouse.	6/9: To be scheduled
6/16/2022	OM is to work with DM regarding resident's tree replanting issue	
6/16/2022	OM is to provide DM list of items he would like discussed at security workshop	7/5: Email reminder sent to Barry
6/16/2022	OM to review walking path issue in Wild Oaks	
6/16/2022	OM to speak with John Lucansky for his observations regarding amenity use of parking lot/parking on street	
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
4/7/2022	Chairman to work with OM regarding getting information out to residents regarding crosswalk project	
4/21/2022	Vice Chair Foley to meet with DM and DC to address DC legal fees	
5/19/2022	Chair to draft letter for survey	6/8: Final draft reviewed
5/19/2022	Chair to provide mailing information to DM for survey coordinator	Done

6/16/2022	Supervisors are to provide DM list of items each would like discussed at security workshop	6/27: Done
6/16/2022	Supervisor Polizzi to send DM most recent copy of resident survey to distribute to Board	6/17: Done
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
5/20/2022	DC to provide redraft of rules for June workshop	6/16: Done
5/20/2022	DC to provide memo on gate issue	6/16: Done
6/16/2022	DC will advertise rule change for Public Hearing in August	
6/16/2022	DC will work on contract proposal for Kimley-Horn	
6/16/2022	DC to begin rulemaking process for gate access issue	

# EXHIBIT 8



# Grand Haven Community Development District

Financial Statements  
(Unaudited)

Period Ending  
June 30, 2022

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

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total</u>
BU OPERATING	\$ 1,389,846	\$ 1,840,702	\$ 3,230,548
BU DEBIT CARD	-		-
SUNTRUST OPERATING	7,530		7,530
SBA 161601A	7,005		7,005
BU - SRF	1,921,253	-	1,921,253
IBERIA BANK MMA	127		127
ON ROLL ASSESSMENTS RECEIVABLE	8,694	1,910	10,604
ACCOUNTS RECEIVABLE	7,458		7,458
A/R WATER BILLS	690		690
DUE FROM OTHER	-	3,162	3,162
DEPOSITS	110		110
<b>TOTAL ASSETS</b>	<b><u>\$ 3,342,712</u></b>	<b><u>\$ 1,845,774</u></b>	<b><u>\$ 5,188,486</u></b>
<b><u>LIABILITIES:</u></b>			
ACCTS PAYABLE	\$ 90,465	\$ 4,997	\$ 95,462
DUE TO OTHER	3,162		3,162
DEFERRED REVENUE	8,694		8,694
DEFERRED REVENUE WATER / INFRASTRUCTURE	3,169	1,910	5,079
<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:	1,541,717	412,320	1,954,037
TOTAL FUND BALANCE	3,237,222	1,838,867	5,076,089
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 3,342,712</u></b>	<b><u>\$ 1,845,774</u></b>	<b><u>\$ 5,188,486</u></b>

**No Transfers For June**

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

	Adopted Budget	Year To Date	Current Month	% of Budget
<b>REVENUES</b>				
ASSESSMENT ON-ROLL (Net)	\$ 3,559,266	\$ 3,550,572	\$ 14,393	100%
REUSE WATER	23,166	80,618	3,824	348%
GATE & AMENITY GUEST	8,000	11,269	1,347	141%
TENNIS	500	235	36	47%
ROOM RENTALS	500	3,066	700	613%
INTEREST & MISCELLANEOUS	23,676	11,418	312	48%
ASSESSMENT LEVY - ESCALANTE FUND	8,281	8,262	33	100%
<b>TOTAL REVENUES</b>	<b>3,623,389</b>	<b>3,665,439</b>	<b>20,646</b>	<b>101.16%</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE</b>				
Supervisors - regular meetings	12,000	9,000	1,000	75%
Supervisor - workshops	9,000	7,800	1,000	87%
District Management Services				
District management	39,125	29,344	3,260	75%
Administrative	10,400	7,800	867	75%
Accounting	21,475	16,106	1,790	75%
Assessment roll preparation	9,450	7,088	788	75%
Disclosure report				
Arbitrage rebate calculation				
Office supplies	1,000	2,636	1,325	264%
Postage	3,000	-	-	0%
Trustee				
Audit	11,300	-	-	0%
Legal - general counsel	103,000	67,991	-	66%
Engineering	30,000	32,047	-	107%
Legal advertising	5,200	1,762	-	34%
Bank fees	1,500	818	83	55%
Dues & licenses	175	175	-	100%
Property taxes	2,400	2,087	-	87%
Tax collector				
Contingencies	500	841	-	168%
<b>TOTAL ADMINISTRATIVE</b>	<b>259,525</b>	<b>185,495</b>	<b>10,113</b>	<b>71%</b>
<b>INFORMATION AND TECHNOLOGY</b>				
IT support	26,670	30,092	2,453	113%
Village Center and Creekside telephone & fax	6,546	5,135	542	78%
Cable/internet-village center/creekside	9,782	9,165	1,274	94%
Wi-Fi for gates	4,894	1,528	-	31%
Landlines/hot spots for gates and cameras	26,400	8,036	224	30%
Cell phones	7,282	5,559	589	76%
Website hosting & development	1,515	1,136	-	75%
ADA website compliance	210	210	-	100%
Communications: e-blast	500	419	-	84%
<b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>83,799</b>	<b>61,280</b>	<b>5,080</b>	<b>73%</b>
<b>INSURANCE</b>				
Insurance: general liability & public officials	11,935	11,935	-	100%
Insurance: property	76,435	76,613	-	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>-</b>	<b>96%</b>
<b>UTILITIES</b>				
Electric				
Electric services - #12316, 85596, 65378	5,200	4,275	543	82%
Electric- Village Center - #18308	31,500	23,183	3,644	74%

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

	Adopted Budget	Year To Date	Current Month	% of Budget
Electric - Creekside - #87064, 70333	21,500	17,769	2,784	83%
Street lights <sup>1</sup>	20,000	16,866	2,363	84%
Propane - spas/café	40,600	31,683	1,903	78%
Garbage - amenity facilities	15,200	8,242	909	54%
Water/sewer				
Water services <sup>2</sup>	115,000	94,832	14,081	82%
Water - Village Center - #324043-44997	13,500	9,214	829	68%
Water - Creekside - #324043-45080	7,300	4,976	552	68%
Pump house shared facility	15,500	3,316		21%
<b>TOTAL UTILITIES</b>	<b>285,300</b>	<b>214,356</b>	<b>27,609</b>	<b>75%</b>
<b>FIELD OPERATIONS</b>				
Stormwater system				
Aquatic contract	51,438	41,733	4,376	81%
Aquatic contract: lake watch	4,076	3,264	374	80%
Aquatic contract: aeration maintenance	4,000	1,252	-	31%
Lake bank spraying	6,128	-	-	0%
Stormwater system repairs & maintenance	15,000	-	-	0%
Property maintenance				
Horticultural consultant	9,600	7,200	800	75%
Landscape enhancement				
Landscape repairs & replacement	20,000	34,257	7,651	
Landscape maintenance contract services	585,814	439,360	48,818	75%
Landscape maintenance: croquet	50,800	37,511	4,033	74%
Tree maintenance (Oak tree pruning)	35,000	48,700	2,800	139%
Optional flower rotation	20,000	23,127	23,127	116%
Irrigation repairs & replacement	22,000	15,804	3,972	72%
Roads & bridges repairs	15,000	-	-	0%
Sidewalk repairs & replacement				
Street light maintenance	15,000	556	124	4%
Vehicle repairs & maintenance	5,000	6,482	173	130%
Office supplies: field operations	14,000	8,493	167	61%
Holiday lights	9,000	3,568	-	40%
CERT operations	500	114	-	23%
Community maintenance	98,040	71,290	1,537	73%
Storm clean-up	26,000	-	-	0%
Miscellaneous contingency	4,000	5,100	5,100	128%
<b>TOTAL FIELD OPERATIONS</b>	<b>1,010,396</b>	<b>747,812</b>	<b>103,052</b>	<b>74%</b>
<b>STAFF SUPPORT</b>				
Payroll	607,333	398,205	62,700	66%
Merit pay/bonus	25,000	6,029		24%
Payroll taxes	79,257	29,388	4,797	37%
Health insurance	106,000	67,771	6,591	64%
Insurance: workers' compensation	30,000	12,055		40%
Payroll services	6,250	4,209	425	67%
Mileage reimbursement	2,750	4,280	468	156%
Vehicle Allowance	14,000	-		0%
<b>TOTAL STAFF SUPPORT</b>	<b>870,590</b>	<b>521,934</b>	<b>74,981</b>	<b>60%</b>
<b>AMENITY OPERATIONS</b>				
Amenity Management	592,786	440,589	49,399	74%
A/C maintenance and service	3,900			0%
Fitness equipment service	7,500	805		11%
Music licensing	3,520	3,757		107%
Pool/spa permits	875	875		100%
Pool chemicals	15,500	10,475	1,412	68%

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

	Adopted Budget	Year To Date	Current Month	% of Budget
Pest control	3,900	1,330	100	34%
Amenity maintenance	110,000	176,555	9,437	161%
Special events	10,000	2,069		21%
<b>TOTAL AMENITY</b>	<b>747,981</b>	<b>636,455</b>	<b>60,348</b>	<b>85%</b>
<b>SECURITY</b>				
Gate access control staffing	204,375	158,849	16,257	78%
Additional guards	8,000	2,341		29%
Guardhouse facility maintenance	16,000	18,687	7,830	117%
Gate communication devices	21,000	6,665		32%
Gate operating supplies	16,000	43,010	5,505	269%
Fire & security system	5,300	3,666	90	69%
<b>TOTAL SECURITY</b>	<b>270,675</b>	<b>233,217</b>	<b>29,683</b>	<b>86%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,623,389</b>	<b>2,692,250</b>	<b>310,864</b>	<b>74%</b>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		973,189		
FUNDS TRANSFER EXPENSE		(3,642,439)		
FUNDS TRANSFER INCOME		1,926,024		
FUND BALANCE - BEGINNING		3,980,448		
<b>FUND BALANCE ENDING</b>		<b>3,237,222</b>		
<b>ANALYSIS OF FUND BALANCE</b>				
DISASTER		750,000		
3 MONTHS WORKING CAPITAL		945,505		
UNASSIGNED		1,541,717		
<b>FUND BALANCE - ENDING</b>		<b>\$ 3,237,222</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 June 30, 2022**

	<b>Adopted Budget</b>	<b>Year To Date</b>	<b>Current Month</b>	<b>% of Budget</b>
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 781,860	\$ 779,950	\$ 3,161.63	100%
DISCOUNT (ASSESSMENTS)	-	-		
INTEREST REVENUE	5,500	-	-	
<b>TOTAL REVENUE</b>	<b>787,360</b>	<b>779,950</b>	3,161.63	100%
<b>EXPENDITURES</b>				
GENERAL INFRASTRUCTURE REPLACEMENT	1,082,025	657,498	11,735	61%
<b>TOTAL EXPENDITURES</b>	<b>1,082,025</b>	<b>657,498</b>	<b>11,735</b>	<b>61%</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXP.</b>	<b>(294,665)</b>	<b>122,452</b>	<b>(8,574)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>				
TRANSFER OUT	-	(1,926,024)	\$ (1,921,328)	
TRANSFER IN	1,721,211	3,642,439	-	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>1,721,211</b>	<b>1,716,415</b>	<b>(1,921,328)</b>	
FUND BALANCE BEGINNING	-	-		
NET CHANGE IN FUND BALANCE	1,426,546	1,838,867		
<b>FUND BALANCE - ENDING</b>	<b>\$ 1,426,546</b>	<b>\$ 1,838,867</b>		
Analysis of Fund Balance				
Committed: Future Capital Improvements		1,069,910		
Assigned: 3 months working capital		356,637		
Unassigned		412,320		
<b>FUND BALANCE - ENDING</b>		<b>\$ 1,838,867</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, June 2, 2022 at 9:05 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. Howden 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	Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary
13	Michael Flanagan	Board Supervisor, Assistant Secretary
14	John Polizzi	Board Supervisor, Assistant Secretary

15 Also present were:

16	David McInnes	District Manager, DPFG Management & Consulting
17	Barry Kloptosky	CDD Operations Manager
18	Tom Byrne	Resident
19	Chuck Lippy	Arborist
20	Louise Leister	District Horticulturalist

21 *The following is a summary of the discussions and actions taken at the June 2, 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 **THIRD ORDER OF BUSINESS – Presentation**

26 A. Tom Byrne: Community Event Announcement

27 Mr. Howden prefaced Mr. Byrne’s presentation by explaining that 2022 marked an election year  
28 for the Board of Supervisors, adding that District Counsel would be attending the next regular  
29 meeting to brief the Board on conduct during the election period.

30 Mr. Byrne recalled that, years prior, he had been asked by the former Chairman of the Board if he  
31 would be interested in organizing a program allowing Grand Haven CDD voters to identify the  
32 individuals running for positions within Grand Haven, which he had agreed to, thus starting his  
33 Meet The Candidates events. Mr. Byrne stated that four total candidates were running for three  
34 positions on the Board, and would all be present at the upcoming Meet The Candidates event, in  
35 the Grand Haven Room on October 13, 7:00 p.m. Mr. Byrne explained that the format for the event  
36 would have each candidate present on their qualifications and platform for 10 to 12 minutes each,  
37 then all be dismissed to table setups in the back to meet and discuss directly with residents. Mr.  
38 Byrne asked the Board whether they had any questions.

39 Mr. Flanagan asked about video recording for the event. Mr. Byrne stated that this would not have  
40 any video recordings or streaming unless any audience members wished to do so themselves. Mr.  
41 Byrne added that two notices would be sent out to the community ahead of the event to properly  
42 advertise it. Mr. Flanagan asked about any Sunshine Law considerations, and Mr. Howden  
43 suggested that this was a question for District Counsel to address.



44 B. Exhibit 1: Louise Leister/Chuck & Danny Lippy: Oak Tree Management Program (including  
45 actions that may guide long term planning & budget considerations)

46 Mr. Chuck Lippy introduced himself to the Board, giving an overview of his horticultural  
47 experience and line of work as a consulting arborist in Florida. Mr. Foley explained that the purpose  
48 of the presentation and question/answer period was to provide information to the Board in support  
49 of developing a policy statement as it addressed repairs to infrastructure needed as a result of  
50 undergrowth. Mr. Foley stressed the importance of this by briefly summarizing costs that the  
51 District had incurred through this damage. Mr. Lippy explained root movement patterns of trees  
52 and methods to mitigate undergrowth damage with root barriers and pruning based on tree log data.

53 Mr. Howden asked about potential ways to address walkways with damage, and comments were  
54 made advising on ADA requirements for the amount of slope that could be present. Mr. Kloptosky  
55 explained difficulties in replacing just one concrete slab, going over the process of drilling adjacent  
56 sides to more gradually create inclines. Mr. Lippy additionally advised against continuing to cut  
57 roots at certain diameter and proximity thresholds, as this could result in tree failures. Mr. Lippy  
58 commented that irrigation rerouting may be needed if the utility architecture had been shortsighted  
59 in planning, adding that some tree placements were not conducive to tree survival. Mr. Howden  
60 asked about costs of hypothetically removing a tree altogether, and Ms. Leister stated that this  
61 averaged at about \$1,500 to \$2,000 per tree under normal non-emergency circumstances. In  
62 response to questions from Mr. Flanagan about root barrier use, Mr. Lippy clarified that the barriers  
63 were most effective around newly planted trees.

64 Ms. Leister commented that the majority of sidewalk repairs occurred in the upper end of the Grand  
65 Haven community, specifically on Waterside, where trees had been planted in close proximity to  
66 the road's sidewalk. Ms. Leister noted that a portion of the budget each year was dedicated to tree  
67 pruning, which he used to address low-hanging branches over roadways and occasionally  
68 hazardous downed trees. Ms. Leister indicated that 9-foot clearance was not sufficient for a lot of  
69 the large vehicle traffic that the roadways saw. Mr. Flanagan asked whether the tree canopy  
70 structure created competition for light between trees that might affect health and growth, and Mr.  
71 Lippy commented that he did not believe this was an issue at this point, additionally noting that a  
72 diverse mix of species was the most ideal for survivability. Mr. Lippy addressed questions about  
73 tree growth rates, explaining that live oaks were largely linear once they reached about 12 inches.  
74 Discussion ensued regarding how large-scale tree maintenance would fit into the long-term  
75 planning, with Mr. Foley indicating that the District may be looking at an increasingly costly issue.  
76 The Board additionally discussed matters relating to residents hiring contractors to address issues  
77 relating to their sidewalks, with comments in favor of setting up specific policy.

78 *(The Board recessed the meeting at 10:40 a.m. and reconvened at 10:56 a.m.)*

79 Ms. Leister provided an overview on future projects with landscaping around Creekside by the  
80 pool, the Crossings and Wild Oaks entrances, and addressing some repair needs for the Esplanade.  
81 Ms. Leister commented on diseased Ligustrum trees, dying spartina, erosion damage, and several  
82 Washingtonians particularly on Grandview that may be overgrown. Ms. Leister stated that she did  
83 not have an estimated dollar amount, due to fluctuating material and fuel costs. Ms. Leister  
84 additionally outlined risks that might arise from approaching beds with a perennial strategy as  
85 opposed to annuals, and highlighted that the locations of many trees experiencing issues were on  
86 residential property rather than the CDD's.

87 **FOURTH ORDER OF BUSINESS – Discussion Items**

88 A. Exhibit 2: Discussion of Grand Haven Safety Inside the Community (including but not limited to  
89 traffic control, sidewalks, pedestrians, & motorists)

90 Mr. Polizzi suggested that the use of signage in particular areas on entrances needed to be  
91 considered, commenting that this may help the District from a liability standpoint, as the District  
92 continued to look into putting new policies in place. Mr. Polizzi additionally noted safety concerns  
93 on sidewalk and crosswalk maintenance. Mr. McInnes noted that the District Counsel had advised  
94 that the establishment and enforcement of specific speed limits came down to the city, county, and  
95 state levels.

96 Dr. Merrill noted that she felt there needed to be greater clarity on areas that dogs were and were  
97 not allowed, as current signage only explicitly prohibited dogs in the playground area. Dr. Merrill  
98 added that providing recommendations for bicyclists and pedestrians could be helpful for safety  
99 purposes.

100 Mr. Foley indicated that there was a strip of tile at the entrance to the foyer of the Village Center  
101 which seemed likely to cause slip-and-fall accidents in its current condition. Mr. Kloptosky noted  
102 that non-skid treatments generally occurred monthly but may need to be increased in frequency.

103 Mr. Howden commented on yield signage needed for the traffic circle on Egret Drive. Mr. Flanagan  
104 suggested that reflective tape on signage based on driver lines of sight would help with visibility  
105 and safety. The Board discussed material costs for signs and signposts, with some suggestions to  
106 use existing signposts. Mr. Howden additionally noted that District staff was in discussions to  
107 determine recommendations for how to address Esplanade safety needs for pedestrians.

108 Mr. Polizzi additionally suggested for the entry road into the Village Center parking lot to have  
109 arrows or some designation indicating traffic flow. Discussion ensued among Supervisors  
110 regarding language on pedestrian pathway use in state statutes.

111 B. Exhibit 3: Discussion of Changes to Rules, Policies, and Fees for All Amenity Facilities

112 The Board went over the redlined amenity rules and policies. Comments were made explaining e-  
113 bike speed and general operation considerations when determining guidance. Dr. Merrill noted that  
114 multiple emails had been received from residents expressing concerns about dogs not being  
115 properly under control by walkers.

116 Mr. Polizzi recalled that the Daily Usage Fee increase cap had been discussed as 15% per year, but  
117 noted that the document was still at 10%. Mr. Polizzi additionally asked for clarification on whether  
118 specific non-resident amenity members were permitted users of fishing piers.

119 Mr. Howden inquired about the amenity usage fee and reservation system, and suggested some  
120 edits to specific language on what equipment items were permitted on the community sports courts.  
121 Mr. Howden requested to work with the District Manager to relay discussed comments and  
122 suggestions to District Counsel for incorporation and future consideration.

123 C. Exhibit 4: Discussion of FPL Audit – Options

124 Mr. Howden noted that two options for the scope of the FPL audit were suggested. Following  
125 discussion, support was given for the energy audit to include structures and facilities including the  
126 pumphouse maintenance shed, and to exclude streetlights.

127 D. Update of the Resident Survey

128 Mr. Polizzi provided a recap of the survey collection methodology, suggesting that the District  
129 work with the mailing company that the Master Association used to distribute *The Oak Tree*. Mr.  
130 Polizzi stated that surveys could be completed electronically on staff's website, mailed to staff via  
131 return envelope, or dropped off at the Village Center. Mr. Polizzi also suggested for an email box  
132 to be set up for property owners responding to surveys to send any questions to. Mr. Polizzi gave a  
133 breakdown of postage and distribution costs, as well as contractual details with Snap Surveys,

134 fielding questions from the Chair regarding details for electronic survey platforms and physical  
135 survey mailing timelines.

136 Dr. Merrill noted that a fair percentage of Grand Haven residents were seasonal, and asked about  
137 mail forwarding considerations. Mr. Polizzi noted that the window could be extended, but noted  
138 that an incremental amount would be charged by the survey distributor for the website availability.  
139 Mr. Polizzi stated that the hope was that the survey would be wrapped up by around October.

140 **FIFTH ORDER OF BUSINESS – Next Meeting Quorum Check: June 16, 9:00 AM**

- 141 • Quorum Check

142 Mr. Howden, Mr. Foley, Mr. Flanagan, and Mr. Polizzi confirmed that they would be physically  
143 present for the June 16 meeting, which would establish a quorum. Dr. Merrill stated that she would  
144 be able to attend the meeting remotely.

145 **SIXTH ORDER OF BUSINESS – Action Items Review**

146 Mr. McInnes provided the list of action items as discussed in the meeting, being as follows:

- 147 • District Horticulturalist to send the District Manager a list of projects, to be distributed to the Board  
148 • Operations Manager to look into increasing the frequency of anti-slip coating treatments on tile  
149 surfaces in Village Center for safety  
150 • Operations Manager to review the Chair’s request for appropriate signage on the Egret roundabout  
151 • Operations Manager to check with District Engineer on more visible paint color combinations for  
152 crosswalk lines, and potentially printing the word “YIELD” on roads prior to crosswalks  
153 • Operations Manager to look into bike signage on the Esplanade  
154 • Operations Manager to set up an FPL energy audit specifically for the buildings in the community,  
155 including the pump house, and excluding street lights  
156 • District Manager to work with District Counsel on minimum wordage on Esplanade signage once  
157 new rules enter into effect  
158 • District Manager to check with District Counsel on any restrictions on painting center lines on  
159 Waterside Parkway  
160 • District Manager to discuss with District Counsel on proposed resident survey, particularly any  
161 ADA issues for consideration  
162 • District Manager to work with District Counsel in determining whether Supervisors can be part of  
163 the test team on the proposed resident survey

164 Following the action items review, Mr. Howden noted that the meeting matrix included discussions  
165 on community access, conduct during elections, a public hearing and vote on policy rules, and  
166 presentations from District engineering firms that had responded and submitted and RFQ. Mr.  
167 Foley asked about revisiting the long-term plan, and Mr. Howden noted that the District Manager  
168 planned on providing a presentation for the July regular meeting, adding that a Celera Virtual CIO  
169 presentation was the other major item planned for that meeting. Mr. Foley stated that he would like  
170 to address and make a decision on the costs associated with the café in particular. Mr. Howden  
171 noted that a presentation from Mr. McGaffney on long-term planning was also set for the October  
172 workshop meeting, and Mr. Foley expressed concerns with waiting for that meeting to discuss due  
173 to the projected costs and perceived urgency.

174 Mr. McInnes indicated that discussions of long-term capital planning were not slated for the  
175 workshop meeting agenda, and suggested that the Board make a motion if they wished to amend  
176 the agenda accordingly.

177 On a MOTION by Mr. Howden, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved  
178 amending the agenda of the June 2, 2022 Workshop Meeting to include discussions of the Café costs as  
179 part of the Long Term Capital Plan, for the Grand Haven Community Development District.

180 Following the motion, Mr. Polizzi stated that he agreed with Mr. Foley’s concerns, and suggested  
181 that this could still be addressed in the July meeting. The Board discussed timeframe planning  
182 considerations that needed to be determined first prior to making any major decisions or hires, with  
183 Dr. Merrill recalling past discussions on bringing in a consulting company prior to the engineer.  
184 Mr. McInnes indicated that Mr. McGaffney’s schedule may not permit him to attend the July  
185 meeting to discuss capital planning, and recalled his own discussions with a consulting company  
186 gathering feedback at a different community for a similar major project. Discussion ensued  
187 regarding ideal timeframes for the renovation project and its relative value to the community. Mr.  
188 Polizzi suggested having the District Manager distribute the 10-year plan summary documents with  
189 detailed spreadsheets taking into account reserve study considerations.

190 **SEVENTH ORDER OF BUSINESS – Adjournment**

191 The Board adjourned the meeting, at 2:43 p.m., for the Grand Haven Community Development  
192 District.

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

196 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
197 **meeting held on \_\_\_\_\_.**

198

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

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

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

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

199 **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, June 16, 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 ( <i>via phone</i> )	Board Supervisor, Vice Chairman
12	Michael Flanagan	Board Supervisor, Assistant Secretary
13	John Polizzi	Board Supervisor, Assistant Secretary
14	Dr. Merrill Stass-Isern ( <i>via phone</i> )	Board Supervisor, Assistant Secretary

15 Also present were:

16	David McInnes	District Manager, DPFG Management & Consulting
17	Scott Clark	District Counsel, Clark & Albaugh, LLP
18	Barry Kloptosky	CDD Operations Manager
19	Vanessa Stepniak	CDD Office Manager
20	John Lucansky	Amenity Manager, Vesta Property Services
21	Sam Clark	Audience Member
22	Donna McGevna	Resident

23 *The following is a summary of the discussions and actions taken at the June 16, 2022 Grand Haven CDD*  
24 *Board of Supervisors Regular Meeting.*

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

26 The Pledge of Allegiance was recited.

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

29 Resident Donna McGevna requested a follow-up on the issue of public versus private roads, as well  
30 as the audit report status for FY 2021. She mentioned a problem with the horticulturist and noted  
31 that her property still had yet to be restored with 6 trees. She stated that she would be willing to  
32 purchase and plant her trees herself if the trees were not in the budget and requested for a decision  
33 to be made by the Board. Ms. McGevna additionally requested the recordings for the meetings held  
34 last May and June.

35 Mr. Howden indicated that District Counsel would discuss the roads that meeting and clarified that  
36 the FY 2021 audit was still in progress. He stated that he would defer to the Operations or District  
37 Manager regarding Ms. McGevna’s property issue.

38 **FOURTH ORDER OF BUSINESS – Staff Reports**

39 A. Exhibit 1: Amenity Manager: John Lucansky

40 Mr. Lucansky relayed a request from the croquet club to hold a residents-only teen summer camp  
41 starting at the end of July. There were no objections to the croquet club’s request. Mr. Lucansky  
42 additionally requested to extend the community tennis end time to 8:00 p.m. due to the current  
43 heatwave. The Board expressed no issue with this change.

44 B. District Engineer: David Sowell

45 Mr. McInnes stated that the District Engineer was not present and asked for any questions for the  
46 District Engineer to be forwarded to him.

47 C. Operations Manager: Barry Kloptosky

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

49 Mr. Kloptosky asked for any questions on the tracker. Mr. Flanagan asked if a  
50 subcontractor would be used for the sidewalk replacement plan. Mr. Kloptosky confirmed  
51 that a subcontractor would be used for this project. Mr. Flanagan additionally inquired  
52 about the status of an open position. Mr. Kloptosky indicated that few resumes had been  
53 received and that he did not feel that the applicants were qualified for the position.

54 2. Exhibit 3: Monthly Report

55 Mr. Kloptosky provided an update on the crosswalk safety project, as well as curb and  
56 gutter repairs. He stated that poles, signs, and backers had been received but that the bases  
57 were currently on backorder. He explained that contractors had been experiencing  
58 difficulties in obtaining concrete and asphalt but that work was scheduled to start on July  
59 5. Mr. Flanagan asked if alternatives to asphalt could be used. Mr. Kloptosky indicated that  
60 he would ask the contractor about alternatives.

61 Mr. Kloptosky informed the Board that the canopies for the croquet and pickleball court  
62 were currently in production. He relayed that the vendor estimated that the canopies would  
63 be installed within 2 to 3 weeks. Dr. Merrill asked if temporary shade could be installed in  
64 the meantime. Mr. Kloptosky indicated that he would have staff look into temporary  
65 canopies.

66 Mr. Kloptosky stated that tile installation for the Phase 3 women's restrooms was expected  
67 to be completed in approximately 2 weeks and that work would then begin in the men's  
68 restrooms. In response to a question from Mr. Flanagan, Mr. Kloptosky confirmed that the  
69 doors for the Phase 2 restrooms had been reordered and that the jams and trim had been  
70 installed.

71 Mr. Kloptosky brought up resident concerns regarding stormwater drainage and flooding,  
72 primarily in the North Park area. He explained that this was due to a weir that was installed  
73 at the incorrect elevation. He stated that a notch had been cut in the concrete weir to lower  
74 it to the proper height and indicated that this should resolve the issue.

75 In response to a question from Mr. Polizzi, Mr. Kloptosky confirmed that he had a list of  
76 locations in need of sidewalk repairs. Mr. Polizzi suggested putting together a projection  
77 of the impact the next 6 months of sidewalk repairs would have on the budget. Mr. Howden  
78 indicated that he felt this would be unnecessary. Discussion ensued regarding whether the  
79 CDD had enough money budgeted for the planned projects. Mr. McInnes clarified that the  
80 Board could pull money from individual line items but could not increase the total budget  
81 amount. Mr. Kloptosky indicated that he would confirm how many additional locations  
82 were in need of sidewalk repairs and the approximate costs.

83 Mr. Polizzi brought up the land restoration issue that had been discussed during Audience  
84 Comments. Mr. Kloptosky recommended waiting to plant trees after the Firewise mowing  
85 had been completed. Mr. Howden indicated that he would prefer to discuss this outside of  
86 the meeting.

87 D. District Counsel: Scott Clark

88 1. Exhibit 4: Monthly Report

- 89 2. Exhibit 5: Presentation of Memo Regarding Supervisor Conduct & Other Precautions  
90 During Election Period

91 **This item, originally Item D3, was presented out of order.**

92 Mr. Clark stated that Supervisor candidates were not subject to Sunshine Law. He  
93 clarified that this would change when the election occurred and noted that authorities  
94 were split on the matter. He recommended that Supervisor candidates err on the side of  
95 caution. He additionally discussed the Hatch Act, and explained that this prohibited the  
96 use of District funds, assets, or property to run a political campaign.

- 97 3. Presentation of Memo Regarding Access to Community – *To Be Distributed*

98 Mr. Clark discussed legislation regarding public access to District roads. He stated that he  
99 was willing to support and move forward with what the Board would like to do in terms  
100 of public access. He recommended that the Board go through the formal rulemaking  
101 procedure, should they choose to restrict public access. All members of the Board spoke  
102 in favor in moving forward with public access restriction.

103 *(The Board recessed the meeting at 10:23 a.m. and reconvened at 10:31 a.m.)*

104 Following the recess, Mr. Howden stated that he would speak with the District Manager  
105 to discuss what approach to take to prepare for the August 4 Workshop Meeting.

106 E. District Manager: David McInnes

- 107 1. Exhibit 6: Meeting Matrix

- 108 2. Exhibit 7: Action Item Report

109 Mr. McInnes clarified that crossed off items were kept on the report in case Supervisors  
110 believed additional action was necessary but would be removed from the next Action  
111 Item Report.

112 Mr. Flanagan requested an update on an action item added on April 7. Mr. Howden  
113 recalled that Mr. McGaffney had stated that he would work on this after the budget  
114 season had concluded. He asked if Mr. McInnes had an estimated completion date for this  
115 item. Mr. McInnes indicated that he did not and added that this was not something that  
116 his company would normally do. Mr. Howden requested to receive relative salary  
117 comparisons for employees for other CDDs by the end of the calendar year.

118 Mr. Flanagan asked for an update on signage and crosswalk color combinations. Mr.  
119 Kloptosky indicated that he was still waiting to hear back from the District Engineer.

120 Mr. Polizzi expressed that he would like to put together an outline for the meeting on  
121 security and stressed the importance of resident input. Mr. Foley noted that security  
122 would be discussed over multiple Workshop Meetings and recommended setting up a  
123 schedule of topics to discuss. Mr. Howden requested each Supervisor to send Mr.  
124 McInnes a list of items to cover in the security discussions by the end of next week. Mr.  
125 Flanagan suggested having the guard company attend the August 4 Workshop Meeting.  
126 Mr. Kloptosky indicated that he would ask the guard company to attend the meeting.

127 Mr. McInnes reminded the Board that Form 1 was due by July 1.

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

129 A. Exhibit 8: Consideration for Acceptance – The May Unaudited Financial Report

130 B. Exhibit 9: Consideration for Approval – The Minutes of the Board of Supervisors Workshop  
131 Meeting Held May 5, 2022



132 C. Exhibit 10: Consideration for Approval – The Minutes of the Board of Supervisors Regular  
133 Meeting Held May 19, 2022

134 On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board approved  
135 all items on the Consent Agenda for the Grand Haven Community Development District.

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

137 A. Exhibit 11: Consideration of Updates to Rules, Policies, & Fees for All Amenity Facilities

138 Mr. Clark noted that additional input that had been received after the Workshop Meeting had  
139 been incorporated. Mr. Foley suggested revising the language concerning the policies relating to  
140 the Waterside Parkway sidewalks to eliminate redundancy. There were no objections to this  
141 change.

142 On a MOTION by Mr. Polizzi, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved  
143 directing staff to set the discussed rules for a Public Hearing at the August Regular Meeting and to move  
144 this draft forward as the hearing draft for the Grand Haven Community Development District.

145 *(Dr. Merrill left the meeting at 11:21 a.m.)*

146 *(The Board recessed the meeting at 11:22 a.m. and reconvened at 11:33 a.m.)*

147 B. Presentation & Consideration of District Engineer Proposals

148 1. Exhibit 12: District Engineer RFQ for Reference

149 Mr. Clark led the Board through the RFQ review process.

150 2. Exhibit 13: Evaluation Criteria

151 Mr. Flanagan expressed concerns regarding not having enough information to rank the  
152 options for District Engineer. The other supervisors indicated that they felt prepared to  
153 rank the proposals. Mr. Kloptosky recommended that the District continue to work with  
154 Mr. Sowell and noted that he had not worked with Matthews Design Group. Mr. Polizzi  
155 and Mr. Flanagan expressed concerns that Mr. Sowell specifically may not continue to be  
156 the District’s Engineer but agreed that they would prefer to use the more experienced  
157 company. Mr. Kloptosky assured the Board that Mr. Sowell had committed to continue to  
158 serve as the District’s Engineer. Following discussion, the Board ranked the proposals,  
159 with Kimley-Horn scoring 351 points and Matthews Design Group scoring 244 points.

160 3. Exhibit 14: Kimley-Horn

161 4. Exhibit 15: Matthews Design Group

162 On a MOTION by Mr. Flanagan, SECONDED by Mr. Polizzi, WITH ALL IN FAVOR, the Board approved  
163 the ranking of Kimley-Horn as the first choice and Matthews Design Group as the second choice and  
164 directed staff to negotiate a contract for the Grand Haven Community Development District.

165 Following the motion, Mr. Clark confirmed that he would bring the contract to the next meeting.

166 C. Consideration of Resident Survey

167 1. Exhibit 16: Draft Survey

168 Mr. Polizzi stated that he had received comments from an anonymous Supervisor  
169 regarding the need to include a survey question pertaining to the oak trees. The other  
170 Supervisors indicated they felt this question was unnecessary. Mr. Polizzi additionally  
171 brought up a suggestion to change the word “remodeling” to “renovation” for the kitchen

172 and restaurant question. The other Board members indicated that they would prefer to  
173 leave this question unchanged.

174 Mr. Flanagan pointed out a grammatical error in the sixth question under Amenities. Mr.  
175 Polizzi explained that the error was from an older version of the survey and had since  
176 been corrected. Mr. Foley suggested having the survey company provide input on the  
177 survey. Mr. Polizzi indicated that this would be done.

178 2. Exhibit 17: Selection of Vendor

179 Mr. Polizzi explained that costs would range from approximately \$5,000.00 to \$7,500.00,  
180 dependent on whether the number of surveys conducted online and via mail.

181 3. District Counsel's Role

182 The Board agreed to have District Counsel review proposals and any associated contract,  
183 in addition to reviewing the language for the e-blast that Mr. Polizzi would draft  
184 regarding assistance for Test Team.

185 4. District Manager's & District Staff's Roles

186 The Board agreed to have the District Manager work with District Counsel to review the  
187 language of the aforementioned e-blast. The Operations Manager and District office staff  
188 were directed to collect and mail the surveys dropped off at the District offices.

189 5. Miscellaneous/Outstanding Issues

190 In response to a question from Mr. Flanagan, Mr. Polizzi confirmed that the online  
191 survey would be ADA compliant.

192 On a MOTION by Mr. Flanagan, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved  
193 proceeding with the survey, in an amount not to exceed \$8,000.00, for the Grand Haven Community  
194 Development District.

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

196 Mr. Flanagan requested an update on the lights for the basketball court. Mr. Kloptosky stated that  
197 he was waiting to hear back from the contractor but would reach out to them again.

198 Mr. Polizzi brought up walking path issue at Wild Oaks. Mr. Kloptosky confirmed that the walking  
199 path was on homeowner property and discussed a similar issue that had occurred in the past. The  
200 Board reached a consensus to have Mr. Kloptosky look into the walking path issue. Mr. Polizzi  
201 additionally stated that he would like to receive a report from the insurance agency regarding the  
202 District's experience over the last fiscal year. Mr. McInnes indicated that he would bring the  
203 requested information to a future meeting.

204 Mr. Foley stated that he would like to work with Mr. Lucansky on gathering information for  
205 expanded parking. Mr. Howden noted that there was a survey question on parking and indicated  
206 that he would prefer for the vendor to gather information to report to the Board, rather than having  
207 a Board member involved. Mr. Foley provided his views should Mr. Lucansky collect parking  
208 information.

209 Mr. Foley asked if the Supervisors had anything they would like to include in the August Oak Tree.  
210 Mr. Polizzi indicated that he would like to reference the survey in the Oak Tree but that he would  
211 prefer to wait to establish a more exact time frame for the survey before doing so. Mr. Flanagan  
212 suggested including upcoming dates for the town meeting and reviews in the Oak Tree.

213 **EIGHTH ORDER OF BUSINESS – Action Item Summary**

- 214 A. The District Manager and Operations Manager will work with resident Donna McGevna regarding  
215 tree replanting.
- 216 B. The District Manager will provide general information regarding pay levels and benefits by the end  
217 of the calendar year.
- 218 C. Supervisors and the Operations Manager will send the District Manager a list of items to be  
219 discussed at the Security Workshop. The District Manager will work with the Chair on establishing  
220 a meeting outline based on responses.
- 221 D. Mr. Polizzi will send the District Manager the most up-to-date version of the resident survey with  
222 the District Manager to distribute to the rest of the Board.
- 223 E. The Operations Manager will review the walking path issue in Wild Oaks.
- 224 F. The Operations Manager will speak with Mr. Lucansky on his observations regarding amenity use  
225 of the parking lot and on the street.
- 226 G. The District Manager will send a claims recap to the Board members.
- 227 H. District Counsel will advertise the rule change for the Public Hearing in August.
- 228 I. District Counsel will work on the contract proposal for Kimley-Horn.

229 **NINTH ORDER OF BUSINESS – Next Meeting Quorum Check: July 21st, 9:00 a.m.**

- 230 • Quorum Check
- 231 All Board members, with the exception of Dr. Merrill, confirmed that they would be present for  
232 the meeting, which would establish a quorum.

233 **TENTH ORDER OF BUSINESS – Adjournment**

234 Mr. Howden asked for final questions, comments, or corrections before requesting a motion to  
235 adjourn the meeting. There being none, Mr. Polizzi made a motion to adjourn the meeting.

236 On a MOTION by Mr. Polizzi, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board  
237 adjourned the meeting, at 1:14 p.m., for the Grand Haven Community Development District.

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

241 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
242 **meeting held on \_\_\_\_\_.**

243  
244

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

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

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

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

245 **Title:**    **Secretary**    **Assistant Secretary**

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

# EXHIBIT 11

## GHCDD board meeting summary

### Issues about to be resolved

- **Implement GateHouse solutions and decommission CRM (training and one test holding us back) \$1350.00**
- Renew server warranty (waiting for approval) **\$350.00**
- Guard house firewall is EOL (waiting for approval) **\$2220.00**
- Implement MFA (need to get a date from CDD staff as to when we can enable as this is a big security risk)
- Implement Lastpass password manager (all setup on Celera's side, users need to activate their accounts and do their onboarding training)
- Rebuild network – separate cameras from LAN, move away from unsecure, unsupported operating systems, rebuild domain from the ground up to have a fresh clean network after decommissioning CRM (already approved, waiting to decommission CRM before Celera can proceed) **\$3759.72**

### Issues resolved

- Remove local admin from all users
- Disable access to removable storage
- Setup 24/7 365 security operations center that can respond to incidents 24/7 365
- Setup 24/7 M365 security monitoring
- Implement security awareness training for users (completed but most users are not doing their training)
- Send quote for iPads

# EXHIBIT 12

Summary of Grand Haven project to replace and decommission CRM application.

The CRM System handles information for the following services administrated by GHCDD Staff.

**Resident information:**

Name, Address, Phone numbers, Email address, all current tenants of address, Picture

**Vehicles:**

Make, Model, License plate, Registration date, Gate access device associated with vehicle.

CRM is integrated with an application to print **Resident ID Badges**.

CRM is integrated with an application to Control all **Gate access devices**.

CRM is accessed by the **Guard House** to look up resident contact information, and permanent visitor list.

Celera IT has been in the process of finding a suitable replacement application to facilitate all the information and systems that the CRM system manages since 2016.

We were aware of the end of support for the servers and applications that were running these systems. GHCDD was made aware of these deadlines.

- **November 2016**, the initial discussion started between Celera and GHCDD staff about replacing the current CRM, we discussed all the features that need to be in a new system. The discussion did not lead to any action, Celera was asked to find a suitable replacement. We sent info of a few different options over time. The discussions continued with 2 previous CDD employees. These employees also tried to contact other communities to gather information about the systems they were using but were unable to collect anything helpful.
- **March 2020**, Celera had gathered information for a new System to manage all the resident information called "Gatehouse Systems". We provided this information to the CDD administrative staff for review to see if it would be an acceptable replacement.  
  
We then communicated with the company about the modules they provide and received an estimate for installation of the system.
- **March-November 2020**, Grand haven CDD and Celera reviewed the system, and used a Demonstration version to determine that we could move forward, and this software would be a suitable replacement. It had modules available to replace all the CRM functions. A project plan was laid out to establish the steps for migration.

Summary of Grand Haven project to replace and decommission CRM application.

- **December 2020**, Celera was present at the board meeting to answer questions about the proposed system and was approved to move forward with the project.
- **January 2021**, project begins. Celera hires contractor to help with the export and data transformation, so that all resident information can be imported into the new system.
- **January 2021-March 2021**, Working with contractor to extract data, verify with new company that all data will import correctly into new system.
- **April 2021**, New system is created by Gatehouse, Initial data is imported and tested.
- **June 2021**, Training videos and demonstration system provided to GHCCDD Staff, we begin showing GHCCDD staff how to use the new system. Lots of testing is done with how the new system works.
- **July 2021**, The Guard house side of the system is installed on the guard computer, which synchronizes all resident data, allows the guards to check visitor information, resident contact info etc.
  - We begin communication with Guard supervisors about the new system, provide basic training video and information about new system. We discuss concerns they have about the workflow and responsibilities of guards.
- **July 2021**, “The Gate Store” installs module in guard house to allow software to open the gates, when a visitor is admitted.
- **July 2021 - March 2022**, GHCCDD staff and Celera work with new systems, fixing resident information that was not imported correctly, adding missing information and gate access devices. Testing all the modules, creating visitor pass and resident ID badge templates. Ensuring that all the functions of CRM are able to be replicated in new system.
- **April 2022**, A tablet for the Guard house is ordered to facilitate their workflow of visitor information, visitor check in. this will allow one guard to use the computer, and one to use the tablet to check in visitors.
- **June 2022**, Tablet is setup onsite with gatehouse rep, tested. Celera and GHCCDD then contact the guard supervisor to let them know we are ready for the guards to use the new system. Need to establish a time for training.



Summary of Grand Haven project to replace and decommission CRM application.

- **June 2022**, The access control system has been tested to ensure all devices from the old CRM are in the new GateHouse system. We attempt to test control of the access devices with new system but run into an issue.
- **Currently** – We are comparing the data from the old CRM system with the Access Device control in the new system to find out what cause an issue with the data on the gates. We need to ensure that the access information imports correctly so that residents are not stuck at the gates.
  - I have contacted the Guard supervisor about training, there was a delay in this, but we should be establishing a schedule for the guards to use the new system shortly.

### **Next stages of Project**

- Continued testing of GateHouse control of the gate access devices, to ensure all resident devices are in the new system and updating the gates correctly.
- Training of Guard house staff on use of the new system. Stop guard use of CRM.
- Ensure all functions of new system are working. Stop use of CRM by GHCDD staff.
- Have a waiting period to ensure systems are stable and working correctly, once CRM is decommissioned, there will be no way to maintain any access, the system will not be able to be turned back on.
- Begin process of decommissioning CRM, and other servers.
  - Create new server to host the internal domain, Active directory, and file server
  - Create a new server to host documentation repository Laserfiche
  - All workstations removed from OLD active directory, joined to new domain.
  - Transfer all data from old AD server to new AD server.
  - Shut down old servers permanently.
- Begin implementation of final security features.
  - 2 Factor authentication for workstation login.
  - Lastpass password manager on GHCDD workstations
  - Bitlocker encryption on GHCDD workstations

# EXHIBIT 13

- **Automated Attendant**

**GateHouse Solutions**® Automated Attendant Module allows residents to leave a message for the guards with their visitor first and last name. Guards will see the waiting voicemail when the visitor arrives at the gate. This keeps the guards focused on the visitor's lane, not the phone and it eliminates lost paper notes between guard shifts.

This module allows residents to admit visitors, vendors, etc. who are not on the visitor list, without interacting with the guard. The residents will dial into the automated attendant, which will use caller ID to retrieve the caller's file. The resident will leave a message of who is coming to visit (friend, contractors, etc), which will be saved in the resident's record. When a visitor desires entry, the guard pulls up the resident record, sees the voice authorization prompt, clicks on it, and listens to the message. The guard then processes the visitor. This visitor tracking system can handle up to four (4) dedicated telephone lines (customer to provide phone service and lines). Includes separate PC (no monitor), with phone cards, loaded and configured.

- **Email**

E-Mail Module allows residents to notify the guard of visitor authorization, party lists, or special instructions. The visitor tracking system is able to recognize multiple e-mail addresses.

- **Visitor Notification**

Visitor Notification allows an alert to be sent to the resident whenever a visitor arrives or notification of a receipt of a package. There are two options available regarding the sending of text/email:

1. Universal Texting is where you do not need to enter the carrier details for the resident's cell phone number that the text is being sent to. There is an additional "per text" charge for this service.
2. Self Texting is where you enter the details regarding the cell phone carrier into the resident's record.

- **Caller ID (how would this work with their existing phone lines?)**

Caller ID Module allows the guard to view the phone number of the incoming call on the computer. The "Find Resident" button searches the resident database for a matching phone number, so the guard can record the caller's needs. The "Dial Resident" button allows the guard to automatically dial the resident's phone number to obtain a verbal authorization to

admit the visitor at the gate. This option requires a compatible modem be installed in the computer.

- **Remote Guard (this would require the existing callboxes to be replaced?)**

Remote Guard Module allows for the processing of residents and visitors to a property without the necessity of having a Guard perform this function at the Guard House or having a Guard House become the access point. The Remote Guard Station allows flexibility so that the client can control access to the property and offers several options for configuration. A Remote Guard Kiosk is available which provides pass printing, intercom with video, ID badge and driver's license scanning.

- **Video Capture (there are already security cameras at the gates and guard house, does this work with existing camera systems?)**

Video Capture Module allows for the capturing of a picture from a camera (max. 2) that will be stored with the entry transaction, on the local database, within the PC. Typical camera views include license plates of the visitors and/or a picture of the drive

# EXHIBIT 14

# GHCDD

## iPads for board members

*Presented by Celera I.T Services.*

Item	Description	Quantity	Cost	Total
<b>Managed Services</b>				
iPads	2021 Apple 10.2-inch iPad (Wi-Fi, 256GB) - Space Gray	6	\$479.00	\$2,874.00
Pencil	Apple Pencil (2nd Generation), White	6	\$129.00	\$774.00
Keyboard Case	Logitech iPad (7th, 8th and 9th generation) Keyboard Case   Slim Folio with integrated wireless keyboard (Graphite)	6	\$99.00	\$594.00
Setup	Deliver setup and configure	6	\$125.00	\$750.00
<b>One time total</b>				<b>\$4,992.00</b>

Note: Celera cannot offer remote support for iPads, any support would have to be onsite and billed hourly.

Mark Rohrbeck  
Celera I.T Services, Inc  
mrohrbeck@celera.it.com  
(386) 246-7394



# EXHIBIT 15

## **AUTOMATED ATTENDANT MODULE- \$3000, then \$85/mo after 12mo**

Guards greet hundreds of visitors per day and receive hundreds of phone calls per day from residents. Unfortunately, doing both at the same time impacts their ability to perform their important role at high level. What if the guards didn't have to answer the phone every time a resident wants to pre-authorize a visitor? This would improve the guards operating effectiveness and allow them to focus on the visitors in order to create a better experience for them. This module is popular with large communities and for those residents, that are not using technology.

The Automated Attendant Module allows residents to pre-approve visitors, vendors, etc. who are not already on the visitor list, without interacting with the guard. The residents will dial a dedicated phone number issued by the community, which calls into the guardhouse, but is picked up by the Automated Attendant instead of the guard. The resident will follow the prompts and leave a voice message of who is coming to visit (friend, contractors, etc.). The Automated Attendant will use caller ID and/or a pin number to identify the resident. When the visitor arrives and provides the resident's name they are visiting, the Guard will pull up the resident's record and see the voice authorization prompt. The Guard simply clicks on the prompt, listens to the message, and processes the authorized visitor. This keeps the guards focused on on the visitor's lane, not the phone and it eliminates lost paper notes between guard shifts.

## **CALLER ID MODULE – \$2000 no monthly cost after**

For communities that prefer residents call the guards to notify them of their visitors, this module saves the guards several seconds on every call. Guards typically receive hundreds of calls per day, these seconds will add up every day, and this time distracts guards from processing visitors that have arrived.

When a resident calls the guard, they typically will greet the resident and start typing their name to search for their account. After several seconds of searching (and the resident waiting) the guard will find the account and start entering in the visitor information. However, this module allows the guard to view the phone number of the incoming call from the resident, on the computer. Before the guard answers the phone, they click the "Find Resident" button. This button instantly searches the resident database for a matching phone number to bring up the account. The guard is able to greet the resident by name and start entering the visitor information in right away.

When the visitor arrives and the guard opens the resident account, the guard simply clicks on the "Dial Resident" button to dial the residents phone number and receive verbal authorization to admin the visitor at the gate.



**E-MAIL AUTHORIZATION MODULE-**  
**Already enabled, needs to be approved for use.**

This module provides the residents with the ability to use their own email address, to pre-authorize short-term visitors. Residents simply type the visitors first and last name in the Subject Line and any special instructions in the body of the email (i.e. authorize visitor for a two-day pass). As long as the resident's email address is registered in their GateHouse® account, the system will recognize it and record it on the resident's visitor list. When your pre-authorized visitor arrives at the gate house, the gate officer will see the information from your email and quickly process them to grant access to your community.

**RESIDENT WEB PORTAL MODULE –**  
**Can be enabled at no cost, with approval**

Property Management companies spend hundreds of hours each year taking calls, emails, and walk-ins from residents to update their visitor lists, contact information, vehicle information, etc. Some communities even hire part-time staff or full-time staff to help manage this database. Let's take a conservative look at the potential costs and assume that on average a staff member of the Property Management, allocates 8 hours per week, managing the resident database and this staff member's hourly wages is \$15.00.  
8 hours per week \* \$15.00 per hour = \$120.00 per week \* 52 weeks = \$6,240.00  
We developed the Resident Web Portal to help communities save time and money by reallocating the Property Management staff to managing other areas of the community, which are just as important or more important. The community can choose what information the Resident will be able to manage. The website is convenient, simple, and accessible at any time and from anywhere.

**RESIDENT PHONE APP MODULE-**  
**\$2500, then \$85/mo after 12 mo**

For many of us, our smart phone is our link to the rest of the world, and we utilize it to perform many daily tasks. This module gives residents access to their GateHouse® Solutions account through their smart phone and perform all of the same functions as the GateHouse Resident Web Portal, which includes the ability to conveniently manage their visitor list and resident profile (occupants, automobiles, pets, etc.).

*\*\*\*Note: Available for download on Android devices and iPhone*

# EXHIBIT 16

General Fund Departments	2016	2017	2018	2019	2020	2021	2022	2023
ADMINISTRATIVE	\$ 316,020	\$ 308,366	\$ 328,004	\$ 284,802	\$ 331,415	\$ 363,325	\$ 259,525	\$ 265,757
INFORMATION AND TECHNOLOGY	\$ 55,055	\$ 50,814	\$ 42,457	\$ 48,915	\$ 52,069	\$ 57,172	\$ 83,799	\$ 87,989
INSURANCE	\$ 57,200	\$ 57,200	\$ 65,515	\$ 73,051	\$ 75,845	\$ 86,189	\$ 95,123	\$ 102,532
UTILITIES	\$ 283,703	\$ 284,513	\$ 340,286	\$ 302,879	\$ 293,977	\$ 223,205	\$ 285,300	\$ 307,385
FIELD OPERATIONS	\$ 761,129	\$ 1,246,198	\$ 846,579	\$ 1,009,857	\$ 1,058,043	\$ 1,099,863	\$ 1,010,396	\$ 1,090,649
STAFF SUPPORT	\$ 371,049	\$ 363,309	\$ 396,232	\$ 470,800	\$ 519,331	\$ 568,399	\$ 870,590	\$ 880,049
AMENITY OPERATIONS	\$ 640,741	\$ 674,126	\$ 671,244	\$ 684,915	\$ 694,797	\$ 818,476	\$ 747,981	\$ 778,085
OTHER	\$ 69,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SECURITY	\$ 146,209	\$ 195,422	\$ 210,698	\$ 202,232	\$ 235,969	\$ 247,091	\$ 270,675	\$ 284,209
<b>GENERAL FUND DEPARTMENTS</b>								
<b>EXPENSE (O&amp;M) TOTAL</b>	<b>\$ 2,701,098</b>	<b>\$ 3,179,948</b>	<b>\$ 2,901,015</b>	<b>\$ 3,077,451</b>	<b>\$ 3,261,446</b>	<b>\$ 3,463,720</b>	<b>\$ 3,623,389</b>	<b>\$ 3,796,655</b>
Difference year over year of Expense								
\$		\$ 478,850	\$ (278,933)	\$ 176,436	\$ 183,995	\$ 202,274	\$ 159,669	\$ 173,266
Actual/Estimated O&M Assessment (based on 1910.7 Units)	\$ 1,441	\$ 1,522	\$ 1,545	\$ 1,618	\$ 1,766	\$ 1,916	\$ 1,983	\$ 2,082
\$ Difference Year over Year for Actual/Projected O&M Assessment		\$ 81	\$ 23	\$ 73	\$ 148	\$ 150	\$ 67	\$ 99
Percentage increase/decrease in O&M assessment over previous year		5.6%	1.5%	4.7%	9.1%	8.5%	3.5%	5.0%
<b>LONG TERM CAPITAL FUND</b>								
<b>EXPENSE (SRF) TOTAL</b>						\$ 1,082,025	\$ 803,046	
Option 3 Annual SRF Assessment						\$ 434	\$ 457	
\$ Difference Year over Year for Option 3 SRF Assessment							\$ 23	
Percentage increase/decrease in SRF assessment over previous year								5.3%
O&M Annual Assessment + Option 3 SRF Annual Assessment						\$ 2,417	\$ 2,539	
Percentage increase in TOTAL Assessments over previous year								5.0%
O&M Ending Fund Balance (Actual/Projected)	\$ 3,292,942	\$ 3,109,137	\$ 2,901,672	\$ 3,372,051	\$ 3,980,291	\$ 4,029,193	\$ 2,308,005	\$ 2,309,616
SRF Ending Fund Balance (Projected)						\$ 1,421,046	\$ 1,438,953	

General Fund Departments	2024	2025	2026	2027	2028	2029	2030	2031	2032
ADMINISTRATIVE	\$ 274,346	\$ 284,982	\$ 296,096	\$ 307,711	\$ 319,849	\$ 332,535	\$ 345,794	\$ 359,655	\$ 374,143
INFORMATION AND TECHNOLOGY	\$ 92,388	\$ 97,008	\$ 101,858	\$ 106,951	\$ 112,299	\$ 117,914	\$ 123,809	\$ 130,000	\$ 136,500
INSURANCE	\$ 110,549	\$ 119,227	\$ 128,625	\$ 138,806	\$ 149,839	\$ 161,803	\$ 174,780	\$ 188,865	\$ 204,158
UTILITIES	\$ 325,452	\$ 344,638	\$ 365,017	\$ 386,667	\$ 409,670	\$ 434,118	\$ 460,105	\$ 487,734	\$ 517,115
FIELD OPERATIONS	\$1,145,156	\$1,191,409	\$1,239,613	\$ 1,289,852	\$1,342,217	\$ 1,396,801	\$ 1,453,701	\$ 1,513,020	\$ 1,574,865
STAFF SUPPORT	\$ 920,486	\$ 965,679	\$1,015,823	\$ 1,069,127	\$1,125,819	\$ 1,186,144	\$ 1,250,367	\$ 1,318,776	\$ 1,391,681
AMENITY OPERATIONS	\$ 804,778	\$ 832,439	\$ 861,106	\$ 890,818	\$ 921,615	\$ 953,539	\$ 986,635	\$ 1,020,948	\$ 1,056,527
OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SECURITY	\$ 298,419	\$ 313,340	\$ 329,007	\$ 345,458	\$ 362,730	\$ 380,867	\$ 399,910	\$ 419,906	\$ 440,901
<b>GENERAL FUND DEPARTMENTS</b>									
<b>EXPENSE (O&amp;M) TOTAL</b>	<b>\$ 3,971,576</b>	<b>\$ 4,148,724</b>	<b>\$ 4,337,146</b>	<b>\$ 4,535,389</b>	<b>\$ 4,744,038</b>	<b>\$ 4,963,720</b>	<b>\$ 5,195,103</b>	<b>\$ 5,438,903</b>	<b>\$ 5,695,890</b>
<b>Difference year over year of Expense</b>									
<b>\$</b>	<b>\$ 174,921</b>	<b>\$ 177,148</b>	<b>\$ 188,422</b>	<b>\$ 198,243</b>	<b>\$ 208,649</b>	<b>\$ 219,681</b>	<b>\$ 231,383</b>	<b>\$ 243,801</b>	<b>\$ 256,986</b>
<b>Actual/Estimated O&amp;M Assessment (based on 1910.7 Units)</b>									
<b>\$</b>	<b>\$ 2,180</b>	<b>\$ 2,279</b>	<b>\$ 2,384</b>	<b>\$ 2,494</b>	<b>\$ 2,610</b>	<b>\$ 2,732</b>	<b>\$ 2,861</b>	<b>\$ 2,997</b>	<b>\$ 3,140</b>
<b>\$ Difference Year over Year for Actual/Projected O&amp;M Assessment</b>									
<b>\$</b>	<b>\$ 98</b>	<b>\$ 99</b>	<b>\$ 105</b>	<b>\$ 110</b>	<b>\$ 116</b>	<b>\$ 122</b>	<b>\$ 129</b>	<b>\$ 136</b>	<b>\$ 143</b>
<b>Percentage increase/decrease in O&amp;M assessment over previous year</b>									
	<b>4.7%</b>	<b>4.5%</b>	<b>4.6%</b>	<b>4.6%</b>	<b>4.7%</b>	<b>4.7%</b>	<b>4.7%</b>	<b>4.8%</b>	<b>4.8%</b>
<b>LONG TERM CAPITAL FUND EXPENSE (SRF) TOTAL</b>	<b>\$ 1,117,324</b>	<b>\$ 1,560,639</b>	<b>\$942,701</b>	<b>\$915,298</b>	<b>\$1,015,564</b>	<b>\$822,059</b>	<b>\$1,256,575</b>	<b>\$1,345,860</b>	<b>\$1,227,329</b>
<b>Option 3 Annual SRF Assessment</b>	<b>\$ 480</b>	<b>\$ 504</b>	<b>\$ 528</b>	<b>\$ 552</b>	<b>\$ 574</b>	<b>\$ 597</b>	<b>\$ 621</b>	<b>\$ 645</b>	<b>\$ 665</b>
<b>\$ Difference Year over Year for Option 3 SRF Assessment</b>									
<b>\$</b>	<b>\$ 23</b>	<b>\$ 24</b>	<b>\$ 24</b>	<b>\$ 24</b>	<b>\$ 22</b>	<b>\$ 23</b>	<b>\$ 24</b>	<b>\$ 24</b>	<b>\$ 20</b>
<b>Percentage increase/decrease in SRF assessment over previous year</b>									
	<b>5.0%</b>	<b>5.0%</b>	<b>4.8%</b>	<b>4.5%</b>	<b>4.0%</b>	<b>4.0%</b>	<b>4.0%</b>	<b>3.9%</b>	<b>3.1%</b>
<b>O&amp;M Annual Assessment + Option 3 SRF Annual Assessment</b>	<b>\$ 2,660</b>	<b>\$ 2,783</b>	<b>\$ 2,912</b>	<b>\$ 3,046</b>	<b>\$ 3,184</b>	<b>\$ 3,329</b>	<b>\$ 3,482</b>	<b>\$ 3,642</b>	<b>\$ 3,805</b>
<b>Percentage increase in TOTAL Assessments over previous year</b>									
	<b>4.8%</b>	<b>4.6%</b>	<b>4.6%</b>	<b>4.6%</b>	<b>4.5%</b>	<b>4.6%</b>	<b>4.6%</b>	<b>4.6%</b>	<b>4.5%</b>
<b>O&amp;M Ending Fund Balance (Actual/Projected)</b>	<b>\$ 2,310,446</b>	<b>\$ 2,311,938</b>	<b>\$ 2,313,594</b>	<b>\$ 2,314,574</b>	<b>\$ 2,315,247</b>	<b>\$ 2,315,358</b>	<b>\$ 2,315,777</b>	<b>\$ 2,316,660</b>	<b>\$ 2,317,392</b>
<b>SRF Ending Fund Balance (Projected)</b>	<b>\$ 1,177,136</b>	<b>\$ 501,597</b>	<b>\$ 496,541</b>	<b>\$ 552,000</b>	<b>\$ 546,823</b>	<b>\$ 776,367</b>	<b>\$ 614,259</b>	<b>\$ 407,444</b>	<b>\$ 353,932</b>

# EXHIBIT 17

**Date & Time** 7/18/2022 10:45 \$ in thousands

		Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
<b>O&amp;M</b>													
	Field Ops		1091	1145	1191	1240	1290	1342	1397	1454	1513	1575	13238
	Amenity Ops		778	805	832	861	891	921	954	987	1021	1057	9107
	Staff		880	920	966	1016	1069	1126	1186	1250	1319	1392	11124
	Admin		266	274	285	296	308	320	333	346	360	374	3162
	Utilities		307	325	345	365	387	410	434	460	488	517	4038
	Security		284	298	313	329	345	363	381	400	420	441	3574
	Insurance		103	111	119	129	139	150	162	175	189	204	1481
	IT		88	92	97	102	107	112	118	124	130	137	1107
	<b>Total</b>		<b>3797</b>	<b>3972</b>	<b>4149</b>	<b>4337</b>	<b>4535</b>	<b>4744</b>	<b>4964</b>	<b>5195</b>	<b>5439</b>	<b>5697</b>	<b>46829</b>
	YOY % Change												
	O&M Assessment		2082	2180	2279	2384	2494	2610	2732	2861	2997	3140	
	YOY % Change			4.7%	4.5%	4.6%	4.6%	4.7%	4.7%	4.7%	4.8%	4.8%	
<b>Capital</b>													
	Roads		219	225	232	239	264	272	261	269	374	314	2669
	Concrete		150	150	150	150	150	150	150	150	150	150	1500
	Café		0	56	864	0	8	0	0	17	8	34	987
	Pools		104	182	0	34	93	113	8	88	143	98	863
	Landscape		55	56	58	60	61	63	65	67	69	71	625
	Lightpoles		30	30	30	30	30	30	30	30	30	30	300
	Firewise		30	30	30	30	30	30	30	30	30	30	300
	Mtnce Equip		0	66	0	4	0	5	114	0	83	19	291
	Tennis		15	38	0	4	0	43	0	107	0	45	252
	Mons. & Mailboxes		16	17	41	18	18	19	20	57	21	21	248
	Piers & Bridges		0	0	0	0	4	0	0	161	60	18	243
	Fitness Centers		0	0	0	30	40	42	23	26	52	19	232
	Croquet		0	54	23	73	0	61	0	0	0	0	211
	Basketball		0	45	0	0	0	7	0	42	110	0	204
	Other		185	168	133	271	217	181	121	213	216	398	2103
	<b>Total</b>		<b>804</b>	<b>1117</b>	<b>1561</b>	<b>943</b>	<b>915</b>	<b>1016</b>	<b>822</b>	<b>1257</b>	<b>1346</b>	<b>1227</b>	<b>11008</b>
	Assessment		457	480	504	528	552	574	597	621	645	665	
	YOY % Change			5.0%	5.0%	4.8%	4.5%	4.0%	4.0%	4.0%	3.9%	3.1%	
<b>Total</b>													
	<b>Assessment</b>		2539	2660	2783	2912	3046	3184	3329	3482	3642	3805	
	<b>YOY % Change</b>		5.0%	4.8%	4.6%	4.6%	4.6%	4.5%	4.6%	4.6%	4.6%	4.5%	
<b>Fund Balance</b>													
	<b>Unassigned</b>	<b>O&amp;M</b>	<b>610</b>	<b>568</b>	<b>525</b>	<b>479</b>	<b>431</b>	<b>379</b>	<b>324</b>	<b>267</b>	<b>207</b>	<b>143</b>	
	YOY Change			-42	-43	-46	-48	-52	-55	-57	-60	-64	
	<b>Disaster</b>		<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>750</b>	
	<b>WC</b>		<b>949</b>	<b>993</b>	<b>1037</b>	<b>1084</b>	<b>1134</b>	<b>1186</b>	<b>1241</b>	<b>1299</b>	<b>1360</b>	<b>1424</b>	
		<b>SRF</b>	<b>1439</b>	<b>1184</b>	<b>528</b>	<b>533</b>	<b>608</b>	<b>624</b>	<b>873</b>	<b>731</b>	<b>544</b>	<b>511</b>	
	YOY Change			-255	-656	5	75	16	249	-142	-187	-33	
		<b>Total FB (O&amp;M + SRF)</b>	<b>3748</b>	<b>3495</b>	<b>2840</b>	<b>2846</b>	<b>2923</b>	<b>2939</b>	<b>3188</b>	<b>3047</b>	<b>2861</b>	<b>2828</b>	

# EXHIBIT 18

**GRAND HAVEN CDD**

**FY 2016-2021 ACTUAL & FY 2022 ADOPTED BUDGET GENERAL FUND O&M**

	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>
<b>REVENUES</b>							
<b>Assessments Levied (net of allowable discounts):</b>							
Assessment Levy - General Fund		\$ 2,786,581	\$ 2,817,093	\$ 2,965,210	\$ 3,208,640	\$ 3,535,276	\$ 3,559,266
Assessment Levy - Infrastructure Reinvestment		\$ 758,083	\$ 788,292	\$ 758,938	\$ 1,052,928	\$ 798,487	
Assessment Levy - Escalante Fund (Statement 2)							\$ 8,281
<b>Additional Revenues:</b>							
Reuse water		\$ 30,840	\$ 23,166	\$ 26,667	\$ 26,798	\$ 17,596	\$ 23,166
Gate & amenity guest		\$ 10,000	\$ 9,169	\$ 7,461	\$ 12,503	\$ 15,608	\$ 8,000
Tennis		\$ 2,966	\$ 3,220	\$ 3,930	\$ 1,993	\$ 473	\$ 500
Room rentals		\$ 1,400	\$ 2,550	\$ 2,000	\$ 1,150	\$ 450	\$ 500
Interest and miscellaneous		\$ 38,269	\$ 24,492	\$ 70,759	\$ 23,676	\$ 7,484	\$ 23,676
Amenity activity share		\$ 12,425	\$ 17,711	\$ 32,583	\$ -	\$ -	\$ -
Insurance proceeds		\$ 3,650	\$ 130,100	\$ 28,382	\$ -	\$ -	\$ -
Grant		\$ -	\$ -	\$ -	\$ 9,500	\$ 10,650	\$ -
Settlements		\$ -	\$ 5,309	\$ -	\$ -	\$ -	\$ -
State reimbursement - Hurricane		\$ -	\$ -	\$ 190,235	\$ 290,976	\$ -	\$ -
<b>TOTAL REVENUES</b>		<b>\$ 3,644,214</b>	<b>\$ 3,821,102</b>	<b>\$ 4,086,165</b>	<b>\$ 4,628,164</b>	<b>\$ 4,386,024</b>	<b>\$ 3,623,389</b>

	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>
<b>EXPENDITURES</b>							
<b>ADMINISTRATIVE</b>							
Supervisors - regular meetings	\$ 11,600	\$ 10,200	\$ 10,800	\$ 9,600	\$ 11,200	\$ 13,800	\$ 12,000
Supervisor - workshops	\$ 9,000	\$ 5,800	\$ 7,800	\$ 9,600	\$ 6,200	\$ 6,800	\$ 9,000
District Management Services							
District management	\$ 21,094	\$ 34,968	\$ 35,807	\$ 36,881	\$ 37,987	\$ 32,606	\$ 39,125
Administrative	\$ 8,569	\$ 9,307	\$ 9,530	\$ 9,816	\$ 10,110	\$ 22,567	\$ 10,400
Accounting	\$ 18,855	\$ 19,194	\$ 19,655	\$ 20,245	\$ 20,852	\$ 17,898	\$ 21,475
Assessment roll preparation	\$ 8,571	\$ 8,725	\$ 8,934	\$ 8,934	\$ 9,202	\$ 7,898	\$ 9,450
Disclosure report	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -
Arbitrage rebate calculation	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -	\$ -
Office supplies	\$ 398	\$ 449	\$ 396	\$ 834	\$ 646	\$ 2,832	\$ 1,000



Postage	\$ 1,520	\$ 2,507	\$ 2,638	\$ 3,410	\$ 1,685	\$ 5,071	\$ 3,000
Trustee	\$ 8,674	\$ 8,674	\$ 8,674	\$ 4,771	\$ -	\$ -	\$ -
Audit	\$ 11,200	\$ 11,200	\$ 11,300	\$ 11,300	\$ 11,300	\$ 11,300	\$ 11,300
Legal - general counsel	\$ 110,002	\$ 85,515	\$ 104,545	\$ 88,286	\$ 116,262	\$ 107,179	\$ 103,000
Engineering	\$ 19,290	\$ 24,564	\$ 24,064	\$ 12,602	\$ 13,165	\$ 46,445	\$ 30,000
Engineering: Stormwater Analysis Report (added per Workshop directive on 3/3/2022)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal advertising	\$ 7,809	\$ 7,610	\$ 3,121	\$ 6,387	\$ 3,528	\$ 2,280	\$ 5,200
Bank fees	\$ 1,506	\$ 1,529	\$ 1,490	\$ 1,498	\$ 1,438	\$ 1,242	\$ 1,500
Dues & licenses	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175
Property taxes	\$ 2,521	\$ 2,560	\$ 2,224	\$ 2,156	\$ -	\$ 1,925	\$ 2,400
Tax collector	\$ 70,748	\$ 70,893	\$ 72,110	\$ 52,914	\$ 85,096	\$ 83,307	\$ -
Contingencies	\$ 1,738	\$ 1,746	\$ 1,991	\$ 2,643	\$ 1,819	\$ -	\$ 500
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 316,020</b>	<b>\$ 308,366</b>	<b>\$ 328,004</b>	<b>\$ 284,802</b>	<b>\$ 331,415</b>	<b>\$ 363,325</b>	<b>\$ 259,525</b>

#### INFORMATION AND TECHNOLOGY

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
IT support	\$ 22,479	\$ 21,520	\$ 16,854	\$ 19,877	\$ 20,621	\$ 19,102	\$ 26,670
Village Center and Creekside telephone & fax	\$ 16,541	\$ 12,087	\$ 10,959	\$ 13,379	\$ 15,285	\$ 19,847	\$ 6,546
Cable/internet-village center/creekside	\$ 14,117	\$ 14,204	\$ 13,932	\$ 14,356	\$ 14,800	\$ 15,856	\$ 9,782
Wi-Fi for gates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,894
Landlines/hot spots for gates and cameras	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,400
Cell phones	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,282
Website hosting & development	\$ 1,510	\$ 2,515	\$ -	\$ 705	\$ 705	\$ 1,908	\$ 1,515
ADA website compliance	\$ -	\$ -	\$ 199	\$ 139	\$ 199	\$ -	\$ 210
Communications: e-blast	\$ 408	\$ 488	\$ 513	\$ 459	\$ 459	\$ 459	\$ 500
<b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>\$ 55,055</b>	<b>\$ 50,814</b>	<b>\$ 42,457</b>	<b>\$ 48,915</b>	<b>\$ 52,069</b>	<b>\$ 57,172</b>	<b>\$ 83,799</b>

#### INSURANCE

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
Insurance: general liability & public officials	\$ 10,227	\$ 10,227	\$ 10,227	\$ 10,227	\$ 10,482	\$ 11,531	\$ 11,935
Insurance: property	\$ 44,382	\$ 44,382	\$ 52,190	\$ 58,904	\$ 60,463	\$ 69,228	\$ 76,435
Insurance: auto general liability	\$ 591	\$ 591	\$ 598	\$ 920	\$ 1,800	\$ 1,980	\$ 3,153
Flood insurance	\$ 2,000	\$ 2,000	\$ 2,500	\$ 3,000	\$ 3,100	\$ 3,450	\$ 3,600
<b>TOTAL INSURANCE</b>	<b>\$ 57,200</b>	<b>\$ 57,200</b>	<b>\$ 65,515</b>	<b>\$ 73,051</b>	<b>\$ 75,845</b>	<b>\$ 86,189</b>	<b>\$ 95,123</b>

#### UTILITIES

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
Electric							
Electric services - #12316, 85596, 65378	\$ 2,663	\$ 3,498	\$ 4,328	\$ 5,138	\$ 5,147	\$ 4,495	\$ 5,200
Electric- Village Center - #18308	\$ 32,378	\$ 29,555	\$ 31,128	\$ 31,015	\$ 22,689	\$ 22,776	\$ 31,500

Electric - Creekside - #87064, 70333	\$ 19,872	\$ 20,014	\$ 20,953	\$ 21,333	\$ 17,919	\$ 12,495	\$ 21,500
Street lights <sup>1</sup>	\$ 20,727	\$ 18,110	\$ 19,004	\$ 20,289	\$ 20,320	\$ 18,329	\$ 20,000
Propane - spas/café	\$ 40,263	\$ 34,551	\$ 63,219	\$ 39,225	\$ 25,135	\$ 33,341	\$ 40,600
Garbage - amenity facilities	\$ 8,188	\$ 9,835	\$ 9,765	\$ 10,460	\$ 12,323	\$ 13,017	\$ 15,200
Water/sewer							
Water services <sup>2</sup>	\$ 113,395	\$ 119,162	\$ 105,264	\$ 122,640	\$ 132,639	\$ 91,225	\$ 115,000
Water - Village Center - #324043-44997	\$ 12,359	\$ 13,019	\$ 12,788	\$ 11,005	\$ 12,301	\$ 11,072	\$ 13,500
Water - Creekside - #324043-45080	\$ 10,934	\$ 8,274	\$ 7,500	\$ 6,986	\$ 6,285	\$ 7,265	\$ 7,300
Pump house shared facility	\$ 22,924	\$ 28,495	\$ 66,337	\$ 34,788	\$ 39,219	\$ 9,190	\$ 15,500
<b>TOTAL UTILITIES</b>	<b>\$ 283,703</b>	<b>\$ 284,513</b>	<b>\$ 340,286</b>	<b>\$ 302,879</b>	<b>\$ 293,977</b>	<b>\$ 223,205</b>	<b>\$ 285,300</b>

<b>FIELD OPERATIONS</b>	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>
Stormwater system							
Aquatic contract	\$ 43,755	\$ 43,800	\$ 44,580	\$ 47,688	\$ 48,781	\$ 43,945	\$ 51,438
Aquatic contract: lake watch	\$ 3,996	\$ 3,996	\$ 4,042	\$ 3,996	\$ 3,122	\$ 8,056	\$ 4,076
Aquatic contract: aeration maintenance	\$ 364	\$ -	\$ -	\$ -	\$ -	\$ 1,216	\$ 4,000
Lake bank spraying	\$ 1,457	\$ 5,828	\$ 5,828	\$ 4,371	\$ 1,457	\$ -	\$ 6,128
Stormwater system repairs & maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Property maintenance							
Horticultural consultant	\$ 6,400	\$ 9,600	\$ 9,600	\$ 9,600	\$ 10,000	\$ 8,800	\$ 9,600
Landscape enhancement		\$ 22,554	\$ 7,537	\$ 7,120	\$ 147,541	\$ 103,932	\$ -
Landscape repairs & replacement		\$ 2,000	\$ 34,936	\$ 58,502	\$ 17,695	\$ 15,855	\$ 20,000
Landscape maintenance contract services	\$ 515,380	\$ 530,841	\$ 530,841	\$ 530,841	\$ 548,503	\$ 574,333	\$ 585,814
Landscape maintenance: croquet	\$ 25,527	\$ 28,000	\$ 28,000	\$ 28,400	\$ 31,600	\$ 33,308	\$ 50,800
Tree maintenance (Oak tree pruning)	\$ 25,500	\$ 18,000	\$ -	\$ 78,200	\$ -	\$ 29,200	\$ 35,000
Optional flower rotation	\$ 14,869	\$ 17,550	\$ -	\$ -	\$ 17,550	\$ 23,127	\$ 20,000
Irrigation repairs & replacement	\$ 13,264	\$ 21,596	\$ 13,267	\$ 17,931	\$ 33,523	\$ 39,412	\$ 22,000
Roads & bridges repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Sidewalk repairs & replacement	\$ -	\$ 8,383	\$ 12,733	\$ 28,203	\$ 47,671	\$ 49,832	\$ -
Street light maintenance (including but not limited to Photocell, globe, and bulb replacement)	\$ 12,036	\$ 11,368	\$ 6,049	\$ 1,824	\$ 2,447	\$ 6,162	\$ 15,000
Vehicle repairs & maintenance	\$ 1,172	\$ 1,829	\$ 3,907	\$ 1,038	\$ 1,551	\$ 2,182	\$ 5,000
Office supplies: field operations	\$ 7,064	\$ 7,094	\$ 9,047	\$ 18,687	\$ 17,642	\$ 15,814	\$ 14,000
Holiday lights	\$ 8,391	\$ 8,462	\$ 4,285	\$ 9,414	\$ 8,427	\$ 3,386	\$ 9,000
CERT operations	\$ 244	\$ 81	\$ 152	\$ 271	\$ 478	\$ 462	\$ 500
Community maintenance	\$ 81,569	\$ 66,939	\$ 76,251	\$ 145,926	\$ 110,674	\$ 138,094	\$ 98,040
Storm clean-up/Hurricane Clean up	\$ -	\$ 438,046	\$ 54,662	\$ 16,972	\$ 5,584	\$ 1,155	\$ 26,000
Miscellaneous contingency	\$ 141	\$ 231	\$ 862	\$ 873	\$ 3,797	\$ 1,592	\$ 4,000

<b>TOTAL FIELD OPERATIONS</b>	<b>\$ 761,129</b>	<b>\$ 1,246,198</b>	<b>\$ 846,579</b>	<b>\$ 1,009,857</b>	<b>\$ 1,058,043</b>	<b>\$ 1,099,863</b>	<b>\$ 1,010,396</b>
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<b>STAFF SUPPORT</b>	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>
Payroll	\$ 298,745	\$ 275,918	\$ 298,610	\$ 355,163	\$ 381,818	\$ 423,552	\$ 607,333
Merit pay/bonus	\$ 10,882	\$ 10,227	\$ 10,445	\$ 7,335	\$ 18,026	\$ 17,673	\$ 25,000
Payroll taxes	\$ 29,615	\$ 21,590	\$ 23,759	\$ 27,997	\$ 30,986	\$ 37,566	\$ 79,257
Health insurance	\$ 7,959	\$ 28,277	\$ 32,098	\$ 40,483	\$ 50,156	\$ 64,357	\$ 106,000
Insurance: workers' compensation	\$ 14,017	\$ 18,750	\$ 15,571	\$ 27,637	\$ 26,002	\$ 13,915	\$ 30,000
Payroll services	\$ 3,573	\$ 3,120	\$ 3,113	\$ 3,616	\$ 3,708	\$ 917	\$ 6,250
Mileage reimbursement	\$ 2,677	\$ 2,717	\$ 2,818	\$ 3,141	\$ 2,493	\$ 2,062	\$ 2,750
Vehicle Allowance	\$ 3,581	\$ 2,710	\$ 3,698	\$ 5,428	\$ 6,142	\$ 8,357	\$ 14,000
Additional Staffing	\$ -	\$ -	\$ 6,120	\$ -	\$ -	\$ -	\$ -
<b>TOTAL STAFF SUPPORT</b>	<b>\$ 371,049</b>	<b>\$ 363,309</b>	<b>\$ 396,232</b>	<b>\$ 470,800</b>	<b>\$ 519,331</b>	<b>\$ 568,399</b>	<b>\$ 870,590</b>

<b>AMENITY OPERATIONS</b>	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>
Amenity Management & Operations	\$ 523,320	\$ 539,020	\$ 539,020	\$ 539,020	\$ 516,762	\$ 561,422	\$ 592,786
A/C maintenance and service	\$ 1,559	\$ 1,388	\$ 7,876	\$ 50	\$ 2,235	\$ -	\$ 3,900
Fitness equipment service	\$ 3,783	\$ 5,858	\$ 3,351	\$ 9,229	\$ 3,559	\$ 2,814	\$ 7,500
Music licensing	\$ 2,842	\$ 3,002	\$ 3,096	\$ 3,203	\$ 3,321	\$ 3,435	\$ 3,520
Pool/spa permits	\$ 875	\$ 875	\$ 875	\$ 875	\$ 875	\$ 875	\$ 875
Pool chemicals	\$ 13,125	\$ 13,496	\$ 13,886	\$ 14,174	\$ 14,332	\$ 15,576	\$ 15,500
Pest control	\$ 2,148	\$ 1,890	\$ 2,189	\$ 3,142	\$ 2,904	\$ 4,539	\$ 3,900
Amenity maintenance	\$ 85,446	\$ 100,971	\$ 92,066	\$ 107,499	\$ 147,527	\$ 229,557	\$ 110,000
Special events	\$ 7,643	\$ 7,626	\$ 8,885	\$ 7,723	\$ 3,282	\$ 258	\$ 10,000
<b>TOTAL AMENITY</b>	<b>\$ 640,741</b>	<b>\$ 674,126</b>	<b>\$ 671,244</b>	<b>\$ 684,915</b>	<b>\$ 694,797</b>	<b>\$ 818,476</b>	<b>\$ 747,981</b>

<b>SECURITY</b>	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>
Gate access control staffing	\$ 101,220	\$ 143,125	\$ 162,234	\$ 150,418	\$ 181,906	\$ 196,904	\$ 204,375
Additional guards	\$ -	\$ -	\$ -	\$ 7,609	\$ -	\$ -	\$ 8,000
Guardhouse facility maintenance	\$ 12,708	\$ 20,078	\$ 22,660	\$ 7,776	\$ 13,348	\$ 9,219	\$ 16,000
Gate communication devices	\$ 22,066	\$ 21,347	\$ 19,707	\$ 19,579	\$ 21,735	\$ 26,330	\$ 21,000
Gate operating supplies	\$ 6,921	\$ 6,743	\$ 1,880	\$ 13,901	\$ 15,040	\$ 11,448	\$ 16,000
Fire & security system	\$ 3,294	\$ 4,129	\$ 4,217	\$ 2,949	\$ 3,940	\$ 3,190	\$ 5,300
<b>TOTAL SECURITY</b>	<b>\$ 146,209</b>	<b>\$ 195,422</b>	<b>\$ 210,698</b>	<b>\$ 202,232</b>	<b>\$ 235,969</b>	<b>\$ 247,091</b>	<b>\$ 270,675</b>

<b>OTHER</b>	<b>FY 2016 ACTUAL</b>	<b>FY 2017 ACTUAL</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ACTUAL</b>	<b>FY 2021 ACTUAL</b>	<b>FY 2022 ADOPTED</b>

Community Information Guide	\$ 15,646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay: Tract K*	\$ 54,346	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OTHER</b>	<b>\$ 69,992</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
<b>TOTAL O&amp;M EXPENDITURES</b>	<b>\$ 2,701,098</b>	<b>\$ 3,179,948</b>	<b>\$ 2,901,015</b>	<b>\$ 3,077,451</b>	<b>\$ 3,261,446</b>	<b>\$ 4,337,123</b>	<b>\$ 3,623,389</b>

Note:

1. Cells highlighted in orange are expenditures I am still verifying the actual expenses
2. Capital Outlay: Tract K\* was funded with pre-existing unassigned fund balance which was the result of the proceeds received from the Crescent/Landmar Bankruptcy
3. 2017 O&M had a hurricane cleanup expense of \$438,046

	FY 2016 ACTUAL FROM AUDITED	FY 2017 ACTUAL FROM AUDITED	FY 2018 ACTUAL FROM AUDITED	FY 2019 ACTUAL FROM AUDITED	FY 2020 ACTUAL FROM AUDITED	FY 2021 UNAUDITED	FY 2022 UNAUDITED
<b>FUND BALANCES</b>							
Beginning Balance	\$ 3,203,131	\$ 3,292,942	\$ 3,109,137	\$ 2,901,672	\$ 3,372,051	\$ 3,980,291	\$ 4,029,193
Excess (deficiency) of revenues over (under) expenditures	\$ 89,811	\$ (183,805)	\$ (207,465)	\$ 384,027	\$ 608,240	\$ 48,901	\$ -
Transfer In (Out)				\$ 86,352			\$(1,721,111)
Ending Fund Balance	\$ 3,292,942	\$ 3,109,137	\$ 2,901,672	\$ 3,372,051	\$ 3,980,291	\$ 4,029,192	\$ 2,308,082
Nonspendable:							
Prepaid Items	\$ 2,647	\$ 64,059	\$ 110	\$ 110	\$ 107,127		
Committed:							
Disaster	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 690,235	\$ 981,211	\$ 750,000
Roads	\$ 545,222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Future Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 940,000	\$ -
Assigned:							
3 months working capital	\$ 676,024	\$ 713,573	\$ 723,815	\$ 757,458	\$ 836,831	\$ 890,833	\$ 945,505
Subsequent Year's Expenditures	\$ 239,723	\$ 759,340	\$ 637,543	\$ 250,660	\$ 229,216	\$ -	
Unassigned	\$ 1,329,326	\$ 1,072,165	\$ 1,040,204	\$ 1,863,823	\$ 2,116,882	\$1,217,149	\$ 612,500
Ending Balance	\$ 3,292,942	\$ 3,109,137	\$ 2,901,672	\$ 3,372,051	\$ 3,980,291	\$4,029,193	\$ 2,308,005

**NOTE: THE NUMBERS FOR 2021 COME FROM DPFG FINANCIALS (Post Transfer) ADJUSTED FOR 2020 AUDIT ALSO GENERAL FUND AND INFRASTRUCTURE REINVESTMENT ARE COMBINED UNTIL FY 2022.**

# EXHIBIT 19

**GRAND HAVEN CDD**

**ACTUAL & FY 2022 ADOPTED BUDGET GENERAL**

--

**REVENUES**

**Assessments Levied (net of allowable discounts):**

Assessment Levy - General Fund

Assessment Levy - Infrastructure Reinvestment

Assessment Levy - Escalante Fund (Statement 2)

**Additional Revenues:**

Reuse water

Gate & amenity guest

Tennis

Room rentals

Interest and miscellaneous

Amenity activity share

Insurance proceeds

Grant

Settlements

State reimbursement - Hurricane

**TOTAL REVENUES**

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
\$ 3,741,189	\$ 3,915,406	\$ 4,093,216	\$ 4,281,802	\$ 4,479,369	\$ 4,687,711	\$ 4,906,830
\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000
\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>\$3,798,189</b>	<b>\$ 3,972,406</b>	<b>\$ 4,150,216</b>	<b>\$ 4,338,802</b>	<b>\$4,536,369</b>	<b>\$ 4,744,711</b>	<b>\$4,963,830</b>

**EXPENDITURES**

**ADMINISTRATIVE**

Supervisors - regular meetings

Supervisor - workshops

District Management Services

District management

Administrative

Accounting

Assessment roll preparation

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
\$ 40,299	\$ 41,508	\$ 42,753	\$ 44,036	\$ 45,357	\$ 46,717	\$ 48,119
\$ 10,712	\$ 11,033	\$ 11,364	\$ 11,705	\$ 12,056	\$ 12,418	\$ 12,791
\$ 22,119	\$ 22,783	\$ 23,466	\$ 24,170	\$ 24,895	\$ 25,642	\$ 26,412
\$ 9,734	\$ 10,026	\$ 10,326	\$ 10,636	\$ 10,955	\$ 11,284	\$ 11,622

Disclosure report	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Arbitrage rebate calculation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office supplies	\$ 1,050	\$ 1,103	\$ 1,158	\$ 1,216	\$ 1,276	\$ 1,340	\$ 1,407
Postage	\$ 3,150	\$ 3,308	\$ 3,473	\$ 3,647	\$ 3,829	\$ 4,020	\$ 4,221
Trustee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit	\$ 4,850	\$ 4,950	\$ 5,123	\$ 5,303	\$ 5,488	\$ 5,680	\$ 5,879
Legal - general counsel	\$ 106,605	\$ 110,336	\$ 115,853	\$ 121,646	\$ 127,728	\$ 134,114	\$ 140,820
Engineering	\$ 31,500	\$ 33,075	\$ 34,729	\$ 36,465	\$ 38,288	\$ 40,203	\$ 42,213
Engineering: Stormwater Analysis Report (added per Workshop directive on 3/3/2022)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Legal advertising	\$ 5,460	\$ 5,733	\$ 6,020	\$ 6,321	\$ 6,637	\$ 6,968	\$ 7,317
Bank fees	\$ 1,575	\$ 1,654	\$ 1,736	\$ 1,823	\$ 1,914	\$ 2,010	\$ 2,111
Dues & licenses	\$ 184	\$ 193	\$ 203	\$ 213	\$ 223	\$ 235	\$ 246
Property taxes	\$ 2,520	\$ 2,646	\$ 2,778	\$ 2,917	\$ 3,063	\$ 3,216	\$ 3,377
Tax collector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 265,757</b>	<b>\$ 274,346</b>	<b>\$ 284,982</b>	<b>\$ 296,096</b>	<b>\$ 307,711</b>	<b>\$ 319,849</b>	<b>\$ 332,535</b>

	FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
<b>INFORMATION AND TECHNOLOGY</b>							
IT support	\$ 28,004	\$ 29,404	\$ 30,874	\$ 32,418	\$ 34,038	\$ 35,740	\$ 37,527
Village Center and Creekside telephone & fax	\$ 6,873	\$ 7,217	\$ 7,578	\$ 7,957	\$ 8,355	\$ 8,772	\$ 9,211
Cable/internet-village center/creekside	\$ 10,271	\$ 10,785	\$ 11,324	\$ 11,890	\$ 12,485	\$ 13,109	\$ 13,764
Wi-Fi for gates	\$ 5,139	\$ 5,396	\$ 5,665	\$ 5,949	\$ 6,246	\$ 6,558	\$ 6,886
Landlines/hot spots for gates and cameras	\$ 27,720	\$ 29,106	\$ 30,561	\$ 32,089	\$ 33,694	\$ 35,379	\$ 37,147
Cell phones	\$ 7,646	\$ 8,028	\$ 8,430	\$ 8,851	\$ 9,294	\$ 9,759	\$ 10,247
Website hosting & development	\$ 1,591	\$ 1,670	\$ 1,754	\$ 1,841	\$ 1,934	\$ 2,030	\$ 2,132
ADA website compliance	\$ 221	\$ 232	\$ 243	\$ 255	\$ 268	\$ 281	\$ 295
Communications: e-blast	\$ 525	\$ 551	\$ 579	\$ 608	\$ 638	\$ 670	\$ 704
<b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>\$ 87,989</b>	<b>\$ 92,388</b>	<b>\$ 97,008</b>	<b>\$ 101,858</b>	<b>\$ 106,951</b>	<b>\$ 112,299</b>	<b>\$ 117,914</b>

	FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
<b>INSURANCE</b>							
Insurance: general liability & public officials	\$ 12,532	\$ 13,158	\$ 13,816	\$ 14,507	\$ 15,232	\$ 15,994	\$ 16,794
Insurance: property	\$ 82,550	\$ 89,154	\$ 96,286	\$ 103,989	\$ 112,308	\$ 121,293	\$ 130,996
Insurance: auto general liability	\$ 3,311	\$ 3,476	\$ 3,650	\$ 3,832	\$ 4,024	\$ 4,225	\$ 4,437
Flood insurance	\$ 4,140	\$ 4,761	\$ 5,475	\$ 6,296	\$ 7,241	\$ 8,327	\$ 9,576



**TOTAL INSURANCE**

<b>\$ 102,532</b>	<b>\$ 110,549</b>	<b>\$ 119,227</b>	<b>\$ 128,625</b>	<b>\$ 138,806</b>	<b>\$ 149,839</b>	<b>\$ 161,803</b>
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**UTILITIES**

Electric
Electric services - #12316, 85596, 65378
Electric- Village Center - #18308
Electric - Creekside - #87064, 70333
Street lights <sup>1</sup>
Propane - spas/café
Garbage - amenity facilities
Water/sewer
Water services <sup>2</sup>
Water - Village Center - #324043-44997
Water - Creekside - #324043-45080
Pump house shared facility

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
\$ 5,980	\$ 6,458	\$ 6,975	\$ 7,533	\$ 8,136	\$ 8,787	\$ 9,490
\$ 36,225	\$ 39,123	\$ 42,253	\$ 45,633	\$ 49,284	\$ 53,226	\$ 57,485
\$ 24,725	\$ 26,703	\$ 28,839	\$ 31,146	\$ 33,638	\$ 36,329	\$ 39,235
\$ 23,000	\$ 24,840	\$ 26,827	\$ 28,973	\$ 31,291	\$ 33,795	\$ 36,498
\$ 42,630	\$ 44,762	\$ 47,000	\$ 49,350	\$ 51,817	\$ 54,408	\$ 57,128
\$ 15,960	\$ 16,758	\$ 17,596	\$ 18,476	\$ 19,399	\$ 20,369	\$ 21,388
\$ 120,750	\$ 126,788	\$ 133,127	\$ 139,783	\$ 146,772	\$ 154,111	\$ 161,817
\$ 14,175	\$ 14,884	\$ 15,628	\$ 16,409	\$ 17,230	\$ 18,091	\$ 18,996
\$ 7,665	\$ 8,048	\$ 8,451	\$ 8,873	\$ 9,317	\$ 9,783	\$ 10,272
\$ 16,275	\$ 17,089	\$ 17,943	\$ 18,840	\$ 19,782	\$ 20,771	\$ 21,810
<b>\$ 307,385</b>	<b>\$ 325,452</b>	<b>\$ 344,638</b>	<b>\$ 365,017</b>	<b>\$ 386,667</b>	<b>\$ 409,670</b>	<b>\$ 434,118</b>

**TOTAL UTILITIES****FIELD OPERATIONS**

Stormwater system
Aquatic contract
Aquatic contract: lake watch
Aquatic contract: aeration maintenance
Lake bank spraying
Stormwater system repairs & maintenance
Property maintenance
Horticultural consultant
Landscape enhancement
Landscape repairs & replacement
Landscape maintenance contract services
Landscape maintenance: croquet
Tree maintenance (Oak tree pruning)
Optional flower rotation
Irrigation repairs & replacement
Roads & bridges repairs
Sidewalk repairs & replacement

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
\$ 54,010	\$ 56,710	\$ 59,546	\$ 62,523	\$ 65,649	\$ 68,932	\$ 72,378
\$ 4,280	\$ 4,494	\$ 4,718	\$ 4,954	\$ 5,202	\$ 5,462	\$ 5,735
\$ 4,200	\$ 4,410	\$ 4,631	\$ 4,862	\$ 5,105	\$ 5,360	\$ 5,628
\$ 6,434	\$ 6,756	\$ 7,094	\$ 7,449	\$ 7,821	\$ 8,212	\$ 8,623
\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107
\$ 10,080	\$ 10,584	\$ 11,113	\$ 11,669	\$ 12,252	\$ 12,865	\$ 13,508
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 21,000	\$ 22,050	\$ 23,153	\$ 24,310	\$ 25,526	\$ 26,802	\$ 28,142
\$ 615,105	\$ 645,860	\$ 667,173	\$ 689,190	\$ 711,933	\$ 735,427	\$ 759,696
\$ 53,340	\$ 56,007	\$ 58,807	\$ 61,748	\$ 64,835	\$ 68,077	\$ 71,481
\$ 36,750	\$ 38,588	\$ 40,517	\$ 42,543	\$ 44,670	\$ 46,903	\$ 49,249
\$ 21,000	\$ 22,050	\$ 23,153	\$ 24,310	\$ 25,526	\$ 26,802	\$ 28,142
\$ 40,000	\$ 42,000	\$ 44,100	\$ 46,305	\$ 48,620	\$ 51,051	\$ 53,604
\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Street light maintenance (including but not limited to Photocell, globe, and bulb replacement)	\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107
Vehicle repairs & maintenance	\$ 5,250	\$ 5,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,700	\$ 7,036
Office supplies: field operations	\$ 14,700	\$ 15,435	\$ 16,207	\$ 17,017	\$ 17,868	\$ 18,761	\$ 19,699
Holiday lights	\$ 9,450	\$ 9,923	\$ 10,419	\$ 10,940	\$ 11,487	\$ 12,061	\$ 12,664
CERT operations	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Community maintenance	\$ 120,000	\$ 126,000	\$ 132,300	\$ 138,915	\$ 145,861	\$ 153,154	\$ 160,811
Storm clean-up/Hurricane Clean up	\$ 27,300	\$ 28,665	\$ 30,098	\$ 31,603	\$ 33,183	\$ 34,842	\$ 36,585
Miscellaneous contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FIELD OPERATIONS</b>	<b>\$1,090,649</b>	<b>\$ 1,145,156</b>	<b>\$ 1,191,409</b>	<b>\$ 1,239,613</b>	<b>\$1,289,852</b>	<b>\$ 1,342,217</b>	<b>\$1,396,801</b>

**STAFF SUPPORT**

	FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
Payroll	\$ 606,564	\$ 636,892	\$ 668,737	\$ 702,174	\$ 737,282	\$ 774,146	\$ 812,854
Merit pay/bonus	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Payroll taxes	\$ 81,635	\$ 84,084	\$ 86,606	\$ 89,204	\$ 91,881	\$ 94,637	\$ 97,476
Health insurance	\$ 116,600	\$ 128,260	\$ 141,086	\$ 155,195	\$ 170,714	\$ 187,785	\$ 206,564
Insurance: workers' compensation	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Payroll services	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250
Mileage reimbursement	\$ 14,000	\$ 10,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
Vehicle Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Staffing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL STAFF SUPPORT</b>	<b>\$ 880,049</b>	<b>\$ 920,486</b>	<b>\$ 965,679</b>	<b>\$ 1,015,823</b>	<b>\$1,069,127</b>	<b>\$ 1,125,819</b>	<b>\$1,186,144</b>

**AMENITY OPERATIONS**

	FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
Amenity Management & Operations	\$ 610,570	\$ 628,887	\$ 647,753	\$ 667,186	\$ 687,201	\$ 707,817	\$ 729,052
A/C maintenance and service	\$ 4,095	\$ 4,300	\$ 4,515	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,488
Fitness equipment service	\$ 7,875	\$ 8,269	\$ 8,682	\$ 9,116	\$ 9,572	\$ 10,051	\$ 10,553
Music licensing	\$ 3,757	\$ 3,945	\$ 4,142	\$ 4,349	\$ 4,567	\$ 4,795	\$ 5,035
Pool/spa permits	\$ 919	\$ 965	\$ 1,013	\$ 1,064	\$ 1,117	\$ 1,173	\$ 1,231
Pool chemicals	\$ 16,275	\$ 17,089	\$ 17,943	\$ 18,840	\$ 19,782	\$ 20,771	\$ 21,810
Pest control	\$ 4,095	\$ 4,300	\$ 4,515	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,488
Amenity maintenance	\$ 120,000	\$ 126,000	\$ 132,300	\$ 138,915	\$ 145,861	\$ 153,154	\$ 160,811
Special events	\$ 10,500	\$ 11,025	\$ 11,576	\$ 12,155	\$ 12,763	\$ 13,401	\$ 14,071
<b>TOTAL AMENITY</b>	<b>\$ 778,085</b>	<b>\$ 804,778</b>	<b>\$ 832,439</b>	<b>\$ 861,106</b>	<b>\$ 890,818</b>	<b>\$ 921,615</b>	<b>\$ 953,539</b>

**SECURITY**

Gate access control staffing
Additional guards
Guardhouse facility maintenance
Gate communication devices
Gate operating supplies
Fire & security system
<b>TOTAL SECURITY</b>

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
\$ 214,594	\$ 225,323	\$ 236,590	\$ 248,419	\$ 260,840	\$ 273,882	\$ 287,576
\$ 8,400	\$ 8,820	\$ 9,261	\$ 9,724	\$ 10,210	\$ 10,721	\$ 11,257
\$ 16,800	\$ 17,640	\$ 18,522	\$ 19,448	\$ 20,421	\$ 21,442	\$ 22,514
\$ 22,050	\$ 23,153	\$ 24,310	\$ 25,526	\$ 26,802	\$ 28,142	\$ 29,549
\$ 16,800	\$ 17,640	\$ 18,522	\$ 19,448	\$ 20,421	\$ 21,442	\$ 22,514
\$ 5,565	\$ 5,843	\$ 6,135	\$ 6,442	\$ 6,764	\$ 7,103	\$ 7,458
<b>\$ 284,209</b>	<b>\$ 298,419</b>	<b>\$ 313,340</b>	<b>\$ 329,007</b>	<b>\$ 345,458</b>	<b>\$ 362,730</b>	<b>\$ 380,867</b>

**OTHER**

Community Information Guide
Capital Outlay: Tract K*
<b>TOTAL OTHER</b>

**TOTAL O&M EXPENDITURES**

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED
<b>\$3,796,655</b>	<b>\$ 3,971,576</b>	<b>\$ 4,148,724</b>	<b>\$ 4,337,146</b>	<b>\$4,535,389</b>	<b>\$ 4,744,038</b>	<b>\$4,963,720</b>

Note:

- 1. Cells highlighted in orange are expenditures I am still verifying the actual expenses
- 2. Capital Outlay: Tract K\* was funded with pre-existing unassigned fund balance which was the result of the proceeds received from the Crescent/Landmar Bankruptcy
- 3. 2017 O&M had a hurricane cleanup expense of \$438,046

Note:

- 1 Assessment Levy revenue (row 9) is showing on a net basis

**FUND BALANCES**

	<b>FY 2023 PROJECTED</b>	<b>FY 2024 PROJECTED</b>	<b>FY 2025 PROJECTED</b>	<b>FY 2026 PROJECTED</b>	<b>FY 2027 PROJECTED</b>	<b>FY 2028 PROJECTED</b>	<b>FY 2029 PROJECTED</b>
Beginning Balance	\$ 2,308,082	\$ 2,309,616	\$ 2,310,446	\$ 2,311,938	\$ 2,313,594	\$ 2,314,574	\$ 2,315,247
Excess (deficiency) of revenues over (under) expenditures	\$ 1,534	\$ 830	\$ 1,492	\$ 1,656	\$ 980	\$ 673	\$ 110
Transfer In (Out)							
Ending Fund Balance	\$ 2,309,616	\$ 2,310,446	\$ 2,311,938	\$ 2,313,594	\$ 2,314,574	\$ 2,315,247	\$ 2,315,358
Nonspendable:							
Prepaid Items							
Committed:							
Disaster	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Roads							
Future Capital Projects							
Assigned:							
3 months working capital	\$ 949,164	\$ 992,894	\$ 1,037,181	\$ 1,084,286	\$ 1,133,847	\$ 1,186,010	\$ 1,240,930
Subsequent Year's Expenditures							
Unassigned	\$ 610,452	\$ 567,552	\$ 524,757	\$ 479,308	\$ 430,727	\$ 379,238	\$ 324,428
Ending Balance	\$ 2,309,616	\$ 2,310,446	\$ 2,311,938	\$ 2,313,594	\$ 2,314,574	\$ 2,315,247	\$ 2,315,358

# EXHIBIT 20

**GRAND HAVEN CDD**

**CTUAL & FY 2022 ADOPTED BUDGET GENER**

	<b>FY 2030 PROJECTED</b>	<b>FY 2021 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
<b>REVENUES</b>			
<b>Assessments Levied (net of allowable discounts):</b>			
Assessment Levy - General Fund	\$ 5,138,522	\$ 5,382,786	\$ 5,639,622
Assessment Levy - Infrastructure Reinvestment			
Assessment Levy - Escalante Fund (Statement 2)			
<b>Additional Revenues:</b>			
Reuse water	\$ 23,000	\$ 23,000	\$ 23,000
Gate & amenity guest	\$ 9,000	\$ 9,000	\$ 9,000
Tennis	\$ 3,000	\$ 3,000	\$ 3,000
Room rentals	\$ 2,000	\$ 2,000	\$ 2,000
Interest and miscellaneous	\$ 20,000	\$ 20,000	\$ 20,000
Amenity activity share	\$ -	\$ -	\$ -
Insurance proceeds	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -
Settlements	\$ -	\$ -	\$ -
State reimbursement - Hurricane	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 5,195,522</b>	<b>\$ 5,439,786</b>	<b>\$ 5,696,622</b>

	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
<b>EXPENDITURES</b>			
<b>ADMINISTRATIVE</b>			
Supervisors - regular meetings	\$ 12,000	\$ 12,000	\$ 12,000
Supervisor - workshops	\$ 9,000	\$ 9,000	\$ 9,000
District Management Services			

District management	\$ 49,562	\$ 51,049	\$ 52,581
Administrative	\$ 13,174	\$ 13,570	\$ 13,977
Accounting	\$ 27,204	\$ 28,020	\$ 28,861
Assessment roll preparation	\$ 11,971	\$ 12,330	\$ 12,700
Disclosure report	\$ -	\$ -	\$ -
Arbitrage rebate calculation	\$ -	\$ -	\$ -
Office supplies	\$ 1,477	\$ 1,551	\$ 1,629
Postage	\$ 4,432	\$ 4,654	\$ 4,887
Trustee	\$ -	\$ -	\$ -
Audit	\$ 6,085	\$ 6,298	\$ 6,518
Legal - general counsel	\$ 147,861	\$ 155,254	\$ 163,017
Engineering	\$ 44,324	\$ 46,540	\$ 48,867
Engineering: Stormwater Analysis Report (added per Workshop directive on 3/3/2022)	\$ 5,000	\$ 5,000	\$ 5,000
Legal advertising	\$ 7,683	\$ 8,067	\$ 8,470
Bank fees	\$ 2,216	\$ 2,327	\$ 2,443
Dues & licenses	\$ 259	\$ 271	\$ 285
Property taxes	\$ 3,546	\$ 3,723	\$ 3,909
Tax collector	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 345,794</b>	<b>\$ 359,655</b>	<b>\$ 374,143</b>

<b>INFORMATION AND TECHNOLOGY</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
IT support	\$ 39,404	\$ 41,374	\$ 43,443
Village Center and Creeside telephone & fax	\$ 9,671	\$ 10,155	\$ 10,663
Cable/internet-village center/creekside	\$ 14,452	\$ 15,175	\$ 15,934
Wi-Fi for gates	\$ 7,231	\$ 7,592	\$ 7,972
Landlines/hot spots for gates and cameras	\$ 39,005	\$ 40,955	\$ 43,003
Cell phones	\$ 10,759	\$ 11,297	\$ 11,862
Website hosting & development	\$ 2,238	\$ 2,350	\$ 2,468
ADA website compliance	\$ 310	\$ 326	\$ 342

Communications: e-blast	\$ 739	\$ 776	\$ 814
<b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>\$ 123,809</b>	<b>\$ 130,000</b>	<b>\$ 136,500</b>

<b>INSURANCE</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
Insurance: general liability & public officials	\$ 17,633	\$ 18,515	\$ 19,441
Insurance: property	\$ 141,476	\$ 152,794	\$ 165,017
Insurance: auto general liability	\$ 4,658	\$ 4,891	\$ 5,136
Flood insurance	\$ 11,012	\$ 12,664	\$ 14,564
<b>TOTAL INSURANCE</b>	<b>\$ 174,780</b>	<b>\$ 188,865</b>	<b>\$ 204,158</b>

<b>UTILITIES</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
Electric			
Electric services - #12316, 85596, 65378	\$ 10,249	\$ 11,069	\$ 11,954
Electric- Village Center - #18308	\$ 62,083	\$ 67,050	\$ 72,414
Electric - Creekside - #87064, 70333	\$ 42,374	\$ 45,764	\$ 49,425
Street lights <sup>1</sup>	\$ 39,418	\$ 42,571	\$ 45,977
Propane - spas/café	\$ 59,985	\$ 62,984	\$ 66,133
Garbage - amenity facilities	\$ 22,457	\$ 23,580	\$ 24,759
Water/sewer			
Water services <sup>2</sup>	\$ 169,907	\$ 178,403	\$ 187,323
Water - Village Center - #324043-44997	\$ 19,946	\$ 20,943	\$ 21,990
Water - Creekside - #324043-45080	\$ 10,785	\$ 11,325	\$ 11,891
Pump house shared facility	\$ 22,901	\$ 24,046	\$ 25,248
<b>TOTAL UTILITIES</b>	<b>\$ 460,105</b>	<b>\$ 487,734</b>	<b>\$ 517,115</b>

<b>FIELD OPERATIONS</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
Stormwater system			
Aquatic contract	\$ 75,997	\$ 79,797	\$ 83,787
Aquatic contract: lake watch	\$ 6,022	\$ 6,323	\$ 6,639
Aquatic contract: aeration maintenance	\$ 5,910	\$ 6,205	\$ 6,516



Lake bank spraying	\$ 9,054	\$ 9,507	\$ 9,982
Stormwater system repairs & maintenance	\$ 22,162	\$ 23,270	\$ 24,433
Property maintenance			
Horticultural consultant	\$ 14,184	\$ 14,893	\$ 15,637
Landscape enhancement	\$ -	\$ -	\$ -
Landscape repairs & replacement	\$ 29,549	\$ 31,027	\$ 32,578
Landscape maintenance contract services	\$ 784,766	\$ 810,663	\$ 837,415
Landscape maintenance: croquet	\$ 75,055	\$ 78,807	\$ 82,748
Tree maintenance (Oak tree pruning)	\$ 51,711	\$ 54,296	\$ 57,011
Optional flower rotation	\$ 29,549	\$ 31,027	\$ 32,578
Irrigation repairs & replacement	\$ 56,284	\$ 59,098	\$ 62,053
Roads & bridges repairs	\$ 22,162	\$ 23,270	\$ 24,433
Sidewalk repairs & replacement	\$ -	\$ -	\$ -
Street light maintenance (including but not limited to Photocell, globe, and bulb replacement)	\$ 22,162	\$ 23,270	\$ 24,433
Vehicle repairs & maintenance	\$ 7,387	\$ 7,757	\$ 8,144
Office supplies: field operations	\$ 20,684	\$ 21,719	\$ 22,805
Holiday lights	\$ 13,297	\$ 13,962	\$ 14,660
CERT operations	\$ 500	\$ 500	\$ 500
Community maintenance	\$ 168,852	\$ 177,295	\$ 186,159
Storm clean-up/Hurricane Clean up	\$ 38,414	\$ 40,335	\$ 42,351
Miscellaneous contingency	\$ -	\$ -	\$ -
<b>TOTAL FIELD OPERATIONS</b>	<b>\$ 1,453,701</b>	<b>\$ 1,513,020</b>	<b>\$ 1,574,865</b>

<b>STAFF SUPPORT</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
Payroll	\$ 853,496	\$ 896,171	\$ 940,980
Merit pay/bonus	\$ 25,000	\$ 25,000	\$ 25,000
Payroll taxes	\$ 100,400	\$ 103,412	\$ 106,515
Health insurance	\$ 227,220	\$ 249,942	\$ 274,937
Insurance: workers' compensation	\$ 30,000	\$ 30,000	\$ 30,000

Payroll services	\$ 6,250	\$ 6,250	\$ 6,250
Mileage reimbursement	\$ 8,000	\$ 8,000	\$ 8,000
Vehicle Allowance	\$ -	\$ -	\$ -
Additional Staffing	\$ -	\$ -	\$ -
<b>TOTAL STAFF SUPPORT</b>	<b>\$ 1,250,367</b>	<b>\$ 1,318,776</b>	<b>\$ 1,391,681</b>

<b>AMENITY OPERATIONS</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
Amenity Management & Operations	\$ 750,924	\$ 773,451	\$ 796,655
A/C maintenance and service	\$ 5,762	\$ 6,050	\$ 6,353
Fitness equipment service	\$ 11,081	\$ 11,635	\$ 12,217
Music licensing	\$ 5,286	\$ 5,551	\$ 5,828
Pool/spa permits	\$ 1,293	\$ 1,357	\$ 1,425
Pool chemicals	\$ 22,901	\$ 24,046	\$ 25,248
Pest control	\$ 5,762	\$ 6,050	\$ 6,353
Amenity maintenance	\$ 168,852	\$ 177,295	\$ 186,159
Special events	\$ 14,775	\$ 15,513	\$ 16,289
<b>TOTAL AMENITY</b>	<b>\$ 986,635</b>	<b>\$ 1,020,948</b>	<b>\$ 1,056,527</b>

<b>SECURITY</b>	<b>FY 2030 PROJECTED</b>	<b>FY 2031 PROJECTED</b>	<b>FY 2032 PROJECTED</b>
Gate access control staffing	\$ 301,955	\$ 317,053	\$ 332,905
Additional guards	\$ 11,820	\$ 12,411	\$ 13,031
Guardhouse facility maintenance	\$ 23,639	\$ 24,821	\$ 26,062
Gate communication devices	\$ 31,027	\$ 32,578	\$ 34,207
Gate operating supplies	\$ 23,639	\$ 24,821	\$ 26,062
Fire & security system	\$ 7,831	\$ 8,222	\$ 8,633
<b>TOTAL SECURITY</b>	<b>\$ 399,910</b>	<b>\$ 419,906</b>	<b>\$ 440,901</b>

## **OTHER**

Community Information Guide

Capital Outlay: Tract K\*

**TOTAL OTHER**

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	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
<b>TOTAL O&amp;M EXPENDITURES</b>	<b>\$ 5,195,103</b>	<b>\$ 5,438,903</b>	<b>\$ 5,695,890</b>

Note:

1. Cells highlighted in orange are expenditures I am still verifying the actual expenses

2. Capital Outlay: Tract K\* was funded with pre-existing unassigned fund balance which was the result of the proceeds received from the Crescent/Landmar Bankruptcy

3. 2017 O&M had a hurricane cleanup expense of \$438,046

	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
<b>FUND BALANCES</b>			
Beginning Balance	\$ 2,315,358	\$ 2,315,777	\$ 2,316,660
Excess (deficiency) of revenues over (under) expenditures	\$ 419	\$ 883	\$ 732
Transfer In (Out)			

Ending Fund Balance	\$ 2,315,777	\$ 2,316,660	\$ 2,317,392
Nonspendable:			
Prepaid Items			
Committed:			
Disaster	\$ 750,000	\$ 750,000	\$ 750,000
Roads			
Future Capital Projects			
Assigned:			
3 months working capital	\$ 1,298,776	\$ 1,359,726	\$ 1,423,972
Subsequent Year's Expenditures			
Unassigned	\$ 267,001	\$ 206,934	\$ 143,419
Ending Balance	\$ 2,315,777	\$ 2,316,660	\$ 2,317,392

# EXHIBIT 21

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## **EXPENDITURES**

### **I. ADMINISTRATIVE**

#### **Supervisors - regular meetings and workshops:**

Florida Statute, Chapter 190.006(8) sets a \$200 per Supervisor for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year per Supervisor. The District anticipates 12 meetings and 10 workshops

#### **District Management Services:**

Florida Statute, Chapter 190.007(1) states that the Board shall employ and fix the compensation of a District Manager. The District Manager shall have charge and supervision of the works of the District. The District entered into an agreement with DPFG-MC a wholly owned subsidiary of Vesta Property Services, Inc., for district management services on August 8, 2021, which remains in effect until such a time as either party terminates the agreement. The following services are provided under the District Management Agreement in addition to the District Management

#### **Administrative:**

DPFG provides administrative services to the District under the management services agreement. These services include preparation of meeting agenda and minutes, coordinating postings on the website, records retention, responding to resident requests and complying with all regulatory requirements involving District activities.

#### **Accounting:**

DPFG provides budget preparation and financial reporting, cash management, revenue reporting and accounts payable functions.

**Assessment roll preparation:**

DPFG provides assessment roll services, which include preparing, maintaining and transmitting the annual roll with the annual special assessment amounts for the operating, maintenance and capital assessments.

**Disclosure report:**

DPFG provides disclosure report services. The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934.

**Arbitrage rebate calculation:**

This is related to Districts who have tax exempt bonds issued. When the interest on invested funds are higher than the yield (interest rate) of the tax exempt bonds that are issued, the difference must be reported and rebated to the Internal Revenue Service (IRS). Typically this function is performed by an independent auditing service.

**Office supplies:**

Office supplies used by the District Management company for the sole purpose of the District, billed annually in accordance with the adopted budget

**Postage:**

Postage for mailings, including the annual 197 letters to residents related to the annual assessments and public hearings

**Trustee:**

This is related to Districts which have issued tax exempt bonds. In accordance with the bond indentures, trustees maintain the registry of the issuer reflecting the names, addresses and other identifying information of Owners of a specific Series of Bonds and remit payments to the bond holders.

**Audit:**

The District is required to have an independent examination of its financial accounting, records and accounting procedures each year. This audit is conducted pursuant to Florida State Law and the Rules of the Auditor General. An Independent Auditor is selected through a

**Legal - general counsel:**

Clark & Albaugh, LLP. provides on-going general counsel and legal representation. These lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. Updated fee schedules are presented to and approved by the Board.

**Engineering:**

The District has engaged Kimley-Horn, a District Engineering firm to provide engineering, consulting and construction services to the District while crafting solutions with sustainability for the long-term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.

**Legal Advertising:**

Per Florida Statutes, the District advertises for all meetings, workshops, public hearings and public bids. These advertisements are to be in a newspaper of general circulation in the area in which the CDD is located.

**Bank Fees:**

The District pays fees to various financial institutions for its bank accounts.



**Dues & Licenses:**

The District pays an annual registration fee to the State of Florida to fund the administration of the Uniform Special District Accountability Act.

**Property Taxes:****Tax Collector:**

The District pays a fee to the Flagler County Tax Collector for the collection and disbursement of its annual assessment.

**Contingencies:**

The District sets aside a portion of money for unexpected miscellaneous expenses

**II. INFORMATION AND TECHNOLOGY****Website Hosting & Development:**

The District contracts with Campus Suite and Go Daddy to produce and maintain the District's website which is required by the State of Florida. Includes IT support, security tools, email, quarterly technology alignment and vCIO reviews, roadmap, password manager, security awareness training, 24/7 security operations center etc,

**ADA Website Compliance:**

The District contracts with Innersync Studion Ltd. (d/b/a Campus Suite) to ensure the District's website is ADA compliant

**Communications: e-blast**

E-Blasts are sent out by CDD office as a means of communications with residents. Provide is Constant Contact. There is no formal contract for this service

**IT Support:**

The District contracts with Celera I.T. Services, Inc. for technology services in the District offices.

**Village Center telephone, fax:**

The District contracts with Fonality for phone and fax service at the Village Center

**Creekside telephone, fax:**

The District contracts with Fonality for phone and fax service at Creekside

**Cable/internet-Village Center/Creekside:**

The District contracts with Spectrum for Village Center and Creekside Cable TV and for Creekside Internet.

**Wifi for gates (Main, South, Wild Oaks):**

The District contracts with Spectrum for WiFi service for these three gates

**Landlines for Call Boxes to Gates:**

The District contracts with AT&T for landline service/hot spot for the gates and cameras

**Cell Phones:**

The District contracts with Sprint for cell phone service

**III. INSURANCE****Insurance: General Liability & Public Officials:**

The District obtains general liability and public officials insurance

**Insurance: Property:**

The District incurs expenses for property insurance

**Insurance: Auto General Liability:**

The District incurs expenses for automobile general liability insurance

**Flood Insurance:**

The District incurs expenses for flood insurance

**IV. UTILITIES**

**Electric:**

Electric services - #12316, 85596, 65378

Electric- Village Center - #18308

Electric - Creekside - #87064, 70333

Street lights<sup>1</sup>

**Propane - Spas/Café:**

The District has a contract with Amerigas to provide propane gas to the spas and café.

**Garbage - Amenity Facilities:**

The District has a contract with Waste Pro for garbage service at both Village Center and Creekside

**Water/Sewer:**

Water services<sup>2</sup>

Water - Village Center - #324043-44997

Water - Creekside - #324043-45080

Pump house shared facility

**V. FIELD OPERATIONS**

**Aquatic Contract:**

The District has a waterway management contract with SOLitude Lake Management

**Aquatic Contract: Lake Watch**

The District has a contract with SOLitude Lake Management

**Aquatic Contract: Aeration Maintenance**

The District has a maintenance contract with SOLitude Lake Management

**Lake Bank Spraying:**

**Stormwater System Repairs & Maintenance:**

The District will incur expenses related to the maintenance of its stormwater system

**Horticultural Consultant:**

The District has a contract with a horticulturalist to provide professional services regarding tree management within the community

**Landscape Repairs & Replacement:**

The District will incur expenses with general landscape repair and replacement

**Landscape Maintenance Contract Services:**

The District has a contract with Verdego LLC to provide landscape maintenance services throughout the community. Contract expires on 9/30/2022 but can auto renew under terms for FY 2022.

**Landscape Maintenance: Croquet**

The District will incur expenses with landscape maintenance specifically for croquet court

**Tree Maintenance (Oak Tree Pruning):**

The District will incur expenses for oak tree pruning

**Optional Flower Rotation:**

The District will incur expenses for optional flower rotation

**Irrigation Repairs & Replacement:**

The District will incur expenses for irrigation repairs and replacements

**Roads & Bridges Repairs:**

The District will incur expenses for roads and bridge repair

**Sidewalk Repairs & Replacement:**

replacement

**Street Light Maintenance:**

The District will incur expenses for street light maintenance

**Vehicle Repairs & Maintenance:**

The District will incur expenses for vehicle repair and maintenance. This includes gas as well as repair and maintenance.

**Office Supplies: Field Operations:**

The District will incur expenses for office supplies for field operations staff (such as paper, printers, printer ink, pens, batteries, battery backups, computer accessories, office furniture, folders, cell phones, note pads, laptops, computers, etc.)

**Holiday Lights:**

The District will incur expenses for annual holiday light displays

**CERT Operations:**

The District may incur expenses for Community Emergency Response Team to educate volunteers about disaster preparedness

**Community Maintenance:**

The District will incur expenses for community maintenance (street signs, benches, garbage cans, power washing equipment, tools, camera repairs, bridge and pier repairs, mailbox maintenance/repairs, pond bank repairs, sidewalks, crosswalks, curb and gutters, bulkhead repairs/maintenance).

**Storm Clean-Up:**

The District may incur expenses for storm clean-up. This is typically done by landscape company but is for more than their standard contract.

**VI. STAFF SUPPORT****Payroll:**

The District has 12 full time employees

**Merit Pay/Bonus:**

The District provides a Board approved merit pay/bonus program for eligible employees

**Payroll Taxes:**

As an employer, the District is required to pay this tax

**Health Insurance:**

The District provides health insurance for eligible employees

**Insurance: Workers' Compensation:**

Premium for worker's compensation coverage which is required by Florida Statutes premium for eligible employees

**Payroll Services:**

**Mileage Reimbursement:**

The District pays a per mile reimbursement to employees when personal vehicles are used for District business

**Vehicle Allowance:**

The District provided vehicle allowances for employees but ended this practice in Fall, 2021.

**VII. AMENITY OPERATIONS**

**Amenity Management:**

The District has a contract with Vesta Property Services for management of all amenities which expires on 9/30/2024.

**A/C Maintenance and Service:**

The District will incur expenses for annual air conditioner maintenance and service

**Fitness Equipment Service:**

service

**Music Licensing:**

The District will incur expenses for use music

**Pool/Spa Permits:**

The District will incur expenses for annual permits

**Pool Chemicals:**

The District will incur expenses for chemicals to treat the pool

**Pest Control:**

The District will incur expenses for pest control in facilities

**Amenity Maintenance:**

normally items that are underbudgeted (e.g. spa heater at Creekside; oven at the café, outdoor audio speaker at Village Center)

**Special Events:**

year

**VIII. SECURITY****Gate Access Control Staffing:**

The District pays for staffing of guards at certain gates within the community

**Additional Guards:**

The District budgets for additional guards if the need arises

**Guardhouse Facility Maintenance:**

The District will incur expenses for the on-going maintenance of the guardhouses

**Gate Communication Devices:**

The District purchases "clickers" for resident's purchase

**Gate Operating Supplies:**



The District pays for card readers, gate arms, control boards, motors, loop detectors and keypads

**Fire & Security System:**

The District pays for inspections and repairs to the fire suppression systems

# EXHIBIT 22

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2023	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$30,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Village Center	79	Furniture, Outdoor - Pool Deck (VC)	\$27,318
Mechanical and Electrical - Village Center	80	Drinking Fountain, Outdoor - Village Center Amenities	\$3,000
Misc Building Components - Creekside Amenity Center	81	Finish, Carpet - Clubhouse ((CAC)) Office/Conference rooms	\$6,556
Misc Building Components - Village Center	82	Replace Outdoor Tile Floors, Replace with Non-Skid - Clubhouse ((VC)) Gym	\$27,318
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$54,636
Misc Site Improvements - Monument & Entry Feature Refurbishment	83	Refurbishment Allowance - Monument and Mailbox Creekside	\$8,195
	84	Refurbishment Allowance - Monument and Mailbox East Lake	\$8,195
Misc Site Improvements - Pool Area - Creekside Amenity Center	85	Pool Equipment, Heat Pump (CAC) (4 units)	\$49,173
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
	86	Vehicle Traffic, Speed Control Improvements	\$50,000
Misc Site Improvements - Tennis Facility	87	Tennis Court Windscreen, 10' - (VC) Courts 1-7	\$14,853
Misc Site Improvements - Wild Oaks	88	Dog Park Improvement Project	\$21,855
Painting & Waterproofing	90	Paint Exterior and Waterproof - Clubhouse (CAC)	\$8,742
	91	Paint Exterior and Waterproof - Tiki Bar (CAC)	\$2,394
Paving	92	Pavers, Interlocking - Front St North Access (Esplanade)	\$10,927
	93	Pavers, Interlocking - Front St South Access (Esplanade)	\$10,927
	94	Pavers, Interlocking - Front Street Park	\$10,927
	95	Pavers, Interlocking - Front Street Village Entry	\$4,482
	96	Roadway: River Park, Point, Landing, Front, Village View	\$218,545
<b>Grand Total</b>			<b>\$803,046</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2024	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	97	Furniture, Outdoor - Clubhouse/Tiki/Pool ((CAC))	\$28,138
Maintenance Equipment	98	Maint, Pressure Washer	\$7,879
	99	Maint, Utility Vehicle - Kawasaki Mule	\$16,883
	100	Maint, Vehicle, 2022 Ford-F150, 2WD (Additional Fleet Vehicle)	\$40,518
Mechanical and Electrical - Gatehouse & Maintenance	101	Drinking Fountain, Outdoor - North Gatehouse	\$1,554
Misc Building Components - Creekside Amenity Center	102	Door, Metal Overhead - Tiki Bar (CAC)	\$7,704
	103	Finish, Tile Floor - Clubhouse (CAC) Patio	\$56,275
Misc Building Components - Village Center	104	Architect, Café Renovation, 1 X - (VC)	\$56,275
Misc Site Improvements - Basketball Courts	105	Basketball Court Resurfacing, Asphalt Base - (CAC)	\$22,510
	106	Basketball Court Resurfacing, Asphalt Base - Wild Oaks	\$22,510
Misc Site Improvements - Center Park Gazebo	89	Park Bench and Paver Patio addition	\$13,506
Misc Site Improvements - Croquet Courts	107	Croquet Court, Regrass Allowance - (CAC)	\$54,257
Misc Site Improvements - Esplanade	108	Walking Path, Coquina Replacement	\$90,041
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$56,275
Misc Site Improvements - Monument & Entry Feature Refurbishment	109	Refurbishment Allowance - Monument and Mailbox Fairways Edge	\$8,441
	110	Refurbishment Allowance - Monument and Mailbox Front Street	\$8,441
Misc Site Improvements - Playground & Park Equipment	111	Shelter Frame, Replace - Wild Oaks Park	\$5,201
Misc Site Improvements - Pool Area - Creekside Amenity Center	112	Pool Equipment, Handicap Lift - (CAC)	\$10,519
	113	Pool Finish, Exposed Aggregate & Tile Trim - Kiddie Pool (CAC)	\$4,277
	114	Pool Finish, Exposed Aggregate & Tile Trim - Main Pool (CAC)	\$73,158
Misc Site Improvements - Pool Area - Village Center	115	Spa Equipment, Heater, Gas - (VC)	\$10,130
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Misc Site Improvements - Site Lighting	116	Light Fixture, Downlight - Pier Front Street Park	\$4,052
	117	Light Fixture, Lantern - Columns South Entry	\$3,377
	118	Light Fixture, Spotlight - Pier Dock Golf Club	\$7,428
Misc Site Improvements - Tennis Facility	35	Tennis Court Resurfacing, Clay - (VC) Courts 1-7	\$34,272
	119	Shelter Frame, Replace - (VC) Tennis Courts (3 Total)	\$3,601
Paving	120	Roadway: Golf Course Parking Lot	\$225,102
<b>Grand Total</b>			<b>\$1,117,324</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2025	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	121	Furnishings/Decorating Allowance - Clubhouse ((CAC))	\$23,185
	122	Furniture, Outdoor, Composite Tbl/Chair - (CAC) Croquet	\$10,488
	123	Tiki Bar, Cooler, Keg, Portable - (CAC)	\$1,926
	124	Tiki Bar, Exhaust Hood w/Fire Suppression - (CAC)	\$10,585
	125	Tiki Bar, Hot Dog Cooker - (CAC)	\$2,118
	126	Tiki Bar, Ice Machine - (CAC)	\$6,839
	127	Tiki Bar, Microwave - (CAC)	\$2,094
	128	Tiki Bar, Range, Griddle Top - (CAC)	\$3,630
	129	Tiki Bar, Sink, 3-Compartment - (CAC)	\$2,926
	130	Tiki Bar, Sink, Hand - (CAC)	\$674
Furniture, Fixtures & Equipment - Miscellaneous Electronics	131	Café, Computer Workstation, Point Of Sale - Cafe Bar (VC)	\$6,956
	132	Electronics, Office, Copy Machine - (VC)	\$3,952
Furniture, Fixtures & Equipment - Village Center	133	Café, Cafe, Fryer - Cafe Kitchen (VC)	\$4,430
	134	Cafe, Cooler, 3 Door Reach-In - Bar (VC)	\$7,075
	135	Cafe, Cooler, Keg - Bar (VC)	\$6,304
	136	Cafe, Cooler, Under Counter 1 Door -Kitchen (VC)	\$2,867
	137	Cafe, Cooler, Upright, 1 Door - Kitchen (VC)	\$8,910
	138	Cafe, Cooler, Walk-In, Inside - Cafe Kitchen (VC)	\$22,548
	139	Cafe, Cooler, Walk-In, Outside - Kitchen (VC)	\$22,548
	140	Cafe, Dishwasher - Kitchen (VC)	\$12,551
	141	Cafe, Exhaust Hood w/Fire Suppression - Kitchen (VC)	\$28,982
	142	Cafe, Freezer, Upright, 1 Door - Kitchen (VC)	\$4,455
	143	Cafe, Freezer, Upright, 2 Door - Kitchen (VC)	\$20,126
	144	Café, Furniture - (VC)	\$34,778
	145	Café, Glass Washer - Bar (VC)	\$5,377
	146	Cafe, Ice Bin w/Bottle Well - Bar (VC)	\$3,045
	147	Cafe, Ice Machine - Kitchen (VC)	\$6,839
	148	Cafe, Microwave - Kitchen (VC)	\$2,094
	149	Cafe, Range, 6 Burner -Kitchen (VC)	\$11,945
	150	Cafe, Range, Griddle Top - Kitchen (VC)	\$7,259
	151	Cafe, Salamander, line cooler - Kitchen (VC)	\$4,549
	152	Cafe, Sink, 2-Compartment - Kitchen (VC)	\$2,696
	153	Cafe, Sink, 3-Compartment - Kitchen (VC)	\$2,926
	154	Cafe, Sink, Hand - Bar (VC)	\$1,347
Mechanical and Electrical - Creekside Amenity Center	155	Drinking Fountain, Outdoor - Creekside Amenity Center	\$3,202
Misc Building Components - Village Center	19	Café, Finish, Clg, 2x2 SAT - (VC)	\$9,120
	23	Finish, Clg, 2x4 SAT - Clubhouse ((VC)) Kitchen	\$5,494
	156	Café, 1 X Renovation Allowance - (VC)	\$579,637
	157	Cafe, Finish, Tile Floor - (VC) Kitchen	\$11,574
	158	Cafe, Finish, Tile Floor - (VC)	\$19,215
	159	Cafe, Finish, Vinyl Wall Panels - (VC) Kitchen	\$8,422
Misc Site Improvements - Croquet Courts	160	Shelter Fabric, Recover - Croquet (CAC) Large Shelter	\$6,666
	161	Shelter Fabric, Recover - Croquet (CAC) Small Shelter (x4)	\$5,796
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$57,964
Misc Site Improvements - Miscellaneous Fencing	162	Survey, Colbert Lane - Numerous Locations	\$37,097
Misc Site Improvements - Monument & Entry Feature Refurbishment	163	Refurbishment Allowance - Monument and Mailbox Heritage Oaks	\$8,695
	164	Refurbishment Allowance - Monument and Mailbox Lake Haven	\$8,695
	165	Refurbishment Allowance - Monument Main Entry	\$11,593
	166	Refurbishment Allowance - Monument South Entry	\$11,593
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Paving	167	Roadway: Pine Harbor, Owls Roost, Hidden Lake	\$231,855
<b>Grand Total</b>			<b>\$1,560,639</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2026	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	168	Fitness, Weight Machine, Ab Crunch - (CAC)	\$4,608
	169	Fitness, Weight Machine, Lat Pulldown/Mid Row - (CAC)	\$3,676
	170	Fitness, Weight Machine, Leg Extension/Leg Curl - (CAC)	\$4,711
	171	Fitness, Weight Machine, Multi-Press - (CAC)	\$4,608
	172	Fitness, Weight Machine, Toe Raise/Leg Press - (CAC)	\$6,194
	173	Fitness, Weight Machine, Tricep/Bicep - (CAC)	\$3,676
	174	Fitness, Weight Set, Dumbbells - (CAC)	\$2,277
	175	Refrigerator - Clubhouse (CAC) Kitchen	\$2,091
Furniture, Fixtures & Equipment - Miscellaneous Electronics	8	Electronics, Office Technology Allowance - CDD Office	\$19,636
	176	Electronics, Wireless Microphone System	\$23,881
Furniture, Fixtures & Equipment - Village Center	177	Electronics, Sound System - Clubhouse (VC) Grand Haven	\$35,822
Maintenance Equipment	178	Maint, Utility Vehicle, Golf Cart - EZ GO	\$4,128
Mechanical and Electrical - Creekside Amenity Center	179	Drinking Fountain, Outdoor - Clubhouse ((CAC))	\$1,649
Misc Building Components - Creekside Amenity Center	180	Finish, Wall Covering - Clubhouse (CAC) Kitchen	\$2,918
	181	Patio Deck Finish, Acrylic Coating - Tiki Bar (CAC)	\$5,705
Misc Site Improvements - Bocce Ball Courts	182	Shelter Fabric, Recover - (VC) Bocce Large Shelter (x2)	\$13,232
	183	Shelter Fabric, Recover - (VC) Bocce Small Shelter (x2)	\$1,493
Misc Site Improvements - Croquet Courts	184	Lighting, LED for New Courts (8 poles)	\$71,643
	185	Shelter Fabric, Recover - (VC) Croquet	\$1,493
Misc Site Improvements - Irrigation, Landscaping, Lakes, Drainage	186	Irrigation Pump/Motor, 50 Hp	\$56,861
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$59,703
Misc Site Improvements - Monument & Entry Feature Refurbishment	187	Refurbishment Allowance - Monument and Mailbox Lakeside	\$8,955
	188	Refurbishment Allowance - Monument and Mailbox Linkside	\$8,955
Misc Site Improvements - Pickleball Courts	189	Shelter Fabric, Recover - (VC) Pickleball (4 Total)	\$4,974
Misc Site Improvements - Playground & Park Equipment	190	Shelter Fabric, Recover - (VC) Playground	\$1,493
Misc Site Improvements - Pool Area - Creekside Amenity Center	191	Trellis, PT Wood - Clubhouse (CAC)	\$10,775
Misc Site Improvements - Pool Area - Village Center	192	Pool Equipment, Handicap Lift - (VC)	\$11,160
	193	Spa Finish, Exposed Aggregate & Tile Trim - (VC)	\$12,670
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Misc Site Improvements - Tennis Facility	194	Shelter Fabric, Recover - (VC) Tennis Courts (3 Total)	\$4,478
Misc Site Improvements - Wild Oaks	195	Parking Lot Expansion - 1x cost to construct	\$23,881
Painting & Waterproofing	196	Paint Exterior and Waterproof - South Gatehouse	\$1,393
	197	Paint Interior - Clubhouse (CAC)	\$8,019
	198	Paint Interior - Grand Haven Room (VC)	\$13,028
Paving	199	Pavers, Interlocking - Front St & Montague Intersection	\$7,164
	200	Pavers, Interlocking - Main Entry Gatehouse	\$11,941
	201	Roadway: East Lake, Southlake	\$238,810
<b>Grand Total</b>			<b>\$942,701</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2027	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	40	Fitness, Cardio, Treadmill - (CAC)	\$19,928
	202	Electronics, Sound System - Clubhouse (CAC)	\$22,339
Furniture, Fixtures & Equipment - Miscellaneous Electronics	203	Computer Software - Community Access Data Solutions	\$89,179
	204	Computer Workstation, Point Of Sale - Amenity Office (VC)	\$2,516
Furniture, Fixtures & Equipment - Village Center	42	Cafe, Convection Oven, Dbl - Cafe Kitchen (VC)	\$7,748
	46	Fitness, Cardio, Treadmill - (VC)	\$19,928
	205	Electronics, Sound System - Clubhouse (VC) Pool	\$22,339
Mechanical and Electrical - Gatehouse & Maintenance	206	A/C Air Handler Unit, 1.5 Ton - Shed Maintenance w/Office	\$2,438
	207	A/C Condensing Unit, 1.5 Ton - Shed Maintenance w/Office	\$2,633
Misc Site Improvements - Boardwalks, Gazebo, Piers	208	Boardwalk, Wood Deck & Railing - Blue Oak Ln	\$4,193
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$61,494
Misc Site Improvements - Monument & Entry Feature Refurbishment	209	Refurbishment Allowance - Monument and Mailbox Linkside East	\$9,224
	210	Refurbishment Allowance - Monument and Mailbox Linkside West	\$9,224
Misc Site Improvements - Pool Area - Village Center	211	Trellis, PT Wood - (VC) Pool Area	\$93,224
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Painting & Waterproofing	36	Paint Exterior and Waterproof - Clubhouse ((VC))	\$26,943
	212	Paint Exterior and Waterproof - Main Gatehouse	\$1,401
	213	Paint Exterior and Waterproof - North Gatehouse	\$11,124
Paving	214	Roadway: Waterview, Long Lake	\$264,423
<b>Grand Total</b>			<b>\$915,298</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2028	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	38	Fitness, Cardio, Elliptical Cross-Trainer - (CAC)	\$16,737
Furniture, Fixtures & Equipment - Village Center	43	Fitness, Cardio, Elliptical Cross-Trainer - (VC)	\$25,105
Maintenance Equipment	215	Maint, Concrete Mixer	\$4,645
Mechanical and Electrical - Village Center	216	A/C Minisplit System - Clubhouse (VC)	\$9,336
	217	A/C Minisplit System - Clubhouse (VC)	\$9,336
Misc Building Components - Village Center	218	Wood Siding/Trim Replacement - Shed (VC) Tennis Storage	\$4,522
Misc Site Improvements - Basketball Courts	219	Basketball, Backboard with Pole - (CAC)	\$4,839
	220	Basketball, Backboard with Pole - Wild Oaks	\$2,420
Misc Site Improvements - Croquet Courts	221	Croquet Court, Regrass Allowance - (VC)	\$61,067
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$63,339
Misc Site Improvements - Monument & Entry Feature Refurbishment	222	Refurbishment Allowance - Monument and Mailbox Marsh Crossings	\$9,501
	223	Refurbishment Allowance - Monument and Mailbox North Park	\$9,501
Misc Site Improvements - Playground & Park Equipment	224	Playground Structure, Coated Mtl - (CAC)	\$50,671
	225	Playground Structure, Coated Mtl - Wild Oaks	\$38,003
Misc Site Improvements - Pool Area - Creekside Amenity Center	226	Shelter Fabric, Recover - (CAC) Pool Deck	\$5,277
Misc Site Improvements - Pool Area - Village Center	227	Pool Finish, Exposed Aggregate & Tile Trim - (VC)	\$107,919
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Misc Site Improvements - Site Lighting	228	Light Bollard - (CAC) Common Areas	\$31,874
	229	Light Bollard - The Crossings	\$5,543
Misc Site Improvements - Tennis Facility	35	Tennis Court Resurfacing, Clay - (VC) Courts 1-7	\$38,573
Paving	230	Roadway: North Village Pkwy., N. Park	\$272,356
<b>Grand Total</b>			<b>\$1,015,564</b>



## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2029	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	39	Fitness, Cardio, Recumbent Bike - (CAC)	\$9,661
Furniture, Fixtures & Equipment - Village Center	44	Fitness, Cardio, Recumbent Bike - ((VC))	\$4,830
	45	Fitness, Cardio, Stationary Bike - (VC)	\$8,906
Maintenance Equipment	231	Maint, Vehide, 2019 Truck w/Boom Lift - Ford F-150	\$113,515
Mechanical and Electrical - Creekside Amenity Center	232	A/C Air Handler Unit, 7.5 Ton - Clubhouse (CAC)	\$9,131
Mechanical and Electrical - Gatehouse & Maintenance	233	A/C Air Handler Unit, 1.5 Ton - Main Gatehouse	\$2,586
	234	A/C Air Handler Unit, 1.5 Ton - North Gatehouse	\$2,586
	235	A/C Condensing Unit, 1.5 Ton - Main Gatehouse	\$2,794
	236	A/C Condensing Unit, 1.5 Ton - North Gatehouse	\$2,794
Mechanical and Electrical - Village Center	237	A/C Condensing Unit, 7.5 Ton - Clubhouse (CAC)	\$9,448
	238	Water Heater, Tankless - Clubhouse (VC)	\$9,324
Misc Site Improvements - Irrigation, Landscaping, Lakes, Drainage	239	Lake Aerator	\$37,977
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$65,239
Misc Site Improvements - Monument & Entry Feature Refurbishment	240	Arbor, PVC - Main Entry (Side Parks)	\$1,696
	241	Refurbishment Allowance - Monument and Mailbox North Park	\$9,786
	242	Refurbishment Allowance - Monument and Mailbox Osprey/RW/RE/SP	\$9,786
Misc Site Improvements - Pickleball Courts	74	Pickleball Court Resurfacing, Asphalt - (VC)	\$5,038
Misc Site Improvements - Pool Area - Creekside Amenity Center	243	Spa Finish, Exposed Aggregate & Tile Trim - (CAC)	\$8,400
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
	244	Signage, Traffic Light - Egret Dr Golf Cart Crossing	\$2,610
Paving	245	Roadway: Lakeside, Marshview, (CAC) Parking Lots	\$260,955
<b>Grand Total</b>			<b>\$822,059</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2030	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	41	Fitness, Weight Bench - (CAC)	\$2,220
Furniture, Fixtures & Equipment - Miscellaneous Electronics	69	Computer High Speed Scanner	\$14,473
Furniture, Fixtures & Equipment - Village Center	10	Fitness, Weight Machine, Abdominal - (VC)	\$5,186
	11	Fitness, Weight Machine, Arm Curl - (VC)	\$4,138
	12	Fitness, Weight Machine, Multi-Hip - (VC)	\$7,988
	13	Fitness, Weight Machine, Seated Row - (VC)	\$4,138
	14	Fitness, Weight Set, Dumbbells - (VC)	\$2,563
Mechanical and Electrical - Creekside Amenity Center	246	Fire Alarm System - Clubhouse (CAC)	\$13,439
Mechanical and Electrical - Gatehouse & Maintenance	247	A/C Window Unit - South Gatehouse	\$5,376
Misc Building Components - Creekside Amenity Center	248	Gutters & Downspouts - Clubhouse (CAC)	\$2,877
	249	Gutters & Downspouts - Tiki Bar (CAC)	\$1,507
Misc Building Components - Gatehouse & Maintenance	250	Gutters & Downspouts - Main Gatehouse	\$845
Misc Building Components - Village Center	19	Café, Finish, Clg, 2x2 SAT - (VC)	\$10,573
	23	Finish, Clg, 2x4 SAT - Clubhouse (VC) Kitchen	\$6,369
Misc Site Improvements - Basketball Courts	26	Basketball Court, Asphalt, Rebuild - (VC)	\$34,580
	251	Basketball Court Fencing, (VC) Chain Link - (CAC)	\$5,644
	252	Basketball Court Fencing, (VC) Chain Link - (VC)	\$3,225
Misc Site Improvements - Boardwalks, Gazebo, Piers	30	Pier Dock, Wood Deck & Railing - Golf Club	\$161,270
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$67,196
Misc Site Improvements - Monument & Entry Feature Refurbishment	253	Refurbishment Allowance - Monument (CAC)	\$10,079
	254	Refurbishment Allowance - Monument and Mailbox Pine Harbor	\$10,079
	255	Refurbishment Allowance - Monument and Mailbox Rivers Edge	\$10,079
	256	Refurbishment Allowance - Monument North Entry	\$26,878
Misc Site Improvements - Petanque Court	257	Fence, (VC) Chain Link, 4' - Petanque (VC)	\$3,156
Misc Site Improvements - Playground & Park Equipment	75	Shelter Fabric, Recover - Wild Oaks Park	\$9,786
	258	Fence, (VC) Chain Link, 4' - Wild Oaks Dog Park	\$7,151
Misc Site Improvements - Pool Area - Creekside Amenity Center	259	Fence, (VC) Chain Link, 6' - (CAC) Pool Equipment	\$2,934
	260	Pool Equipment, Filtration System - (CAC)	\$28,222
	261	Spa Equipment, Filtration System - (CAC)	\$13,708
Misc Site Improvements - Pool Area - Village Center	262	Fence, (VC) Chain Link, 6' - (VC) Pool Equipment	\$964
	263	Pool Equipment, Filtration System - (VC)	\$28,222
	264	Spa Equipment, Filtration System - (VC)	\$13,708
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Misc Site Improvements - Tennis Facility	87	Tennis Court Windscreen, 10' - (VC) Courts 1-7	\$18,268
	265	Tennis Court Fencing, (VC) Chain Link - (VC) Courts 5-7	\$44,334
	266	Tennis Court Light Pole & Double Fixture - (VC) Courts 5-6	\$10,079
	267	Tennis Court Light Pole & Single Fixture - (VC) Courts 5-7	\$34,673
Painting & Waterproofing	90	Paint Exterior and Waterproof - Clubhouse (CAC)	\$10,751
	91	Paint Exterior and Waterproof - Tiki Bar (CAC)	\$2,945
Paving	268	Roadway: North Waterside Pkwy., Sailfish, Marlin	\$268,783
Roofs	269	Roof, Architectural Shingle - Clubhouse (CAC)	\$51,800
	270	Roof, Architectural Shingle - North Gatehouse	\$3,532
	271	Roof, Architectural Shingle - Shed Maintenance	\$2,355
	272	Roof, Architectural Shingle - Shed Maintenance w/Office	\$2,355
	273	Roof, Architectural Shingle - Tiki Bar (CAC)	\$10,595
	274	Roof, Single Ply - Clubhouse (VC)	\$32,531
<b>Grand Total</b>			<b>\$1,256,575</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year			2031
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Miscellaneous Electronics	131	Café, Computer Workstation, Point Of Sale - Cafe Bar (VC)	\$8,305
	132	Electronics, Office, Copy Machine - (VC)	\$4,719
Furniture, Fixtures & Equipment - Village Center	47	Fitness, Weight Bench - (VC)	\$3,430
	48	Fitness, Weight Machine, Ab/Dip - (VC)	\$2,368
	49	Fitness, Weight Machine, Arm Extension - (VC)	\$4,262
	50	Fitness, Weight Machine, Chest Press - (VC)	\$5,342
	51	Fitness, Weight Machine, Lat Pulldown - (VC)	\$4,262
	52	Fitness, Weight Machine, Leg Curl - (VC)	\$5,461
	53	Fitness, Weight Machine, Leg Extension - (VC)	\$5,461
	54	Fitness, Weight Machine, Pec Fly/Rear Delt - (VC)	\$3,917
	56	IT, Electronics, TV Projector & Screen - Grand Haven Rm (VC)	\$41,527
	79	Furniture, Outdoor - Pool Deck (VC)	\$34,606
Maintenance Equipment	57	Maint, Vehicle 2016 Ford F-250, 4WD (Bought Used in 2019)	\$83,054
Mechanical and Electrical - Creekside Amenity Center	275	A/C Air Handler Unit, 3 Ton - Clubhouse (CAC)	\$3,726
	276	A/C Air Handler Unit, 5 Ton - Clubhouse (CAC)	\$6,348
	277	A/C Condensing Unit, 3 Ton - Clubhouse (CAC)	\$3,765
	278	A/C Condensing Unit, 5 Ton - Clubhouse (CAC)	\$6,430
	279	Ceiling Fan - Clubhouse (CAC)	\$4,427
Mechanical and Electrical - Village Center	280	A/C Air Handler Unit, 3 Ton - Clubhouse (VC)	\$3,726
	281	A/C Air Handler Unit, 3.5 Ton - Clubhouse (VC)	\$4,172
	282	A/C Air Handler Unit, 3.5 Ton - Clubhouse (VC)	\$4,172
	283	A/C Air Handler Unit, 5 Ton - Clubhouse (VC)	\$6,348
	284	A/C Air Handler Unit, 5 Ton - Clubhouse (VC)	\$6,348
	285	A/C Condensing Unit, 3 Ton - Clubhouse (VC)	\$3,765
	286	A/C Condensing Unit, 3.5 Ton - Clubhouse (VC)	\$4,306
	287	A/C Condensing Unit, 3.5 Ton - Clubhouse (VC)	\$4,306
	288	A/C Condensing Unit, 5 Ton - Clubhouse (VC)	\$6,430
	289	A/C Condensing Unit, 5 Ton - Clubhouse (VC)	\$6,430
	290	Ceiling Fan - Clubhouse (VC)	\$7,251
Misc Building Components - Creekside Amenity Center	81	Finish, Carpet - Clubhouse ((CAC)) Office/Conference rooms	\$8,305
Misc Building Components - Gatehouse & Maintenance	291	Renovation Allowance - Main Gatehouse Interior	\$10,195
Misc Building Components - Village Center	60	Finish, Rubber Tile Floor - Clubhouse ((VC)) Gym	\$17,620
	292	Patio Deck Finish, Pebble - Clubhouse (VC)	\$46,239
Misc Site Improvements - Basketball Courts	105	Basketball Court Resurfacing, Asphalt Base - (CAC)	\$27,685
	106	Basketball Court Resurfacing, Asphalt Base - Wild Oaks	\$27,685
	293	Basketball Court, Asphalt, Rebuild	\$54,222
Misc Site Improvements - Irrigation, Landscaping, Lakes, Drainage	67	Debris Clean Up Allowance - Tract H	\$34,604
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$69,212
Misc Site Improvements - Monument & Entry Feature Refurbishment	294	Refurbishment Allowance - Monument and Mailbox Riverwalk	\$10,382
	295	Refurbishment Allowance - Monument and Mailbox South Lake Villages	\$10,382
Misc Site Improvements - Pool Area - Creekside Amenity Center	85	Pool Equipment, Heat Pump (CAC) (4 units)	\$62,291
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Misc Site Improvements - Vehicular Bridges	296	Guard Rail, Wood - Bridge Montague St	\$17,127
	297	Guard Rail, Wood - Bridge Willow Oak & Blue Oak	\$9,921
	298	Guard Rail, Wood - Bridge Willow Oak & Bluejack	\$9,921
	299	Guard Rail, Wood - Bridge Willow Oak & Ditch 10	\$10,966
	300	Guard Rail, Wood - Retaining Wall River Trail Dr	\$11,697
Paving	301	Roadway: Wild Oaks - Willow Oaks Way	\$373,743
<b>Grand Total</b>			<b>\$1,345,860</b>

## Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2032	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$10,000
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$100,000
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$50,000
Annual - Firewise Projects	4	Firewise Projects	\$30,000
Annual - Road Repairs	5	Road Repairs	\$10,000
Annual - Security Camera System	6	Camera and DVR Replacement	\$10,000
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$30,000
Furniture, Fixtures & Equipment - Creekside Amenity Center	97	Furniture, Outdoor - Clubhouse/Tiki/Pool ((CAC))	\$35,644
Furniture, Fixtures & Equipment - Miscellaneous Electronics	8	Electronics, Office Technology Allowance - CDD Office	\$23,447
Furniture, Fixtures & Equipment - Village Center	9	Café, Furniture, Outdoor - (VC)	\$34,218
Maintenance Equipment	70	Trailer	\$8,555
	98	Maint, Pressure Washer	\$9,980
Misc Building Components - Creekside Amenity Center	71	Finish, Rubber Tile Floor - Clubhouse ((CAC)) Gym	\$11,486
	302	Built-In Cabinets & Counters - Clubhouse (CAC) Kitchen	\$12,607
	303	Built-In Cabinets & Counters - Tiki Bar (CAC)	\$22,476
	304	Finish, Clg, 2x4 SAT - Clubhouse (CAC) Gym	\$7,381
	305	Finish, Clg, 2x4 SAT - Clubhouse (CAC) Kitchen	\$1,039
	306	Finish, Clg, 2x4 SAT - Clubhouse (CAC) Office/Conference	\$4,215
	307	Finish, Tile Floor - Clubhouse (CAC) Kitchen	\$2,187
	308	Finish, Tile Floor - Clubhouse (CAC) Office	\$4,615
	309	Finish, Tile Floor - Clubhouse (CAC) Restrooms	\$11,028
	310	Finish, Tile Floor - Clubhouse (CAC) Social Room	\$17,553
	311	Finish, Tile Walls - Clubhouse (CAC) Restrooms	\$23,113
	312	Finish, Vinyl Tile - Clubhouse (CAC) Storage Room	\$682
	313	Restroom Renovation Allowance - Clubhouse (CAC)	\$41,092
Misc Building Components - Village Center	25	Grand Haven Room, Finish, Carpet - Clubhouse ((VC)) Storage Room	\$3,251
Misc Site Improvements - Boardwalks, Gazebo, Piers	314	Shelter, Wood Frame - Pier Dock Golf Club	\$17,965
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$71,288
Misc Site Improvements - Miscellaneous Fencing	315	Fence, Chain Link, 6' - Maintenance Re-Use Pond	\$45,483
Misc Site Improvements - Monument & Entry Feature Refurbishment	316	Refurbishment Allowance - Monument and Mailbox Southpark	\$10,693
	317	Refurbishment Allowance - Monument and Mailbox Southridge	\$10,693
Misc Site Improvements - Playground & Park Equipment	318	Park, Bench - Numerous Locations	\$71,288
	319	Park, Bicycle Rack - Numerous Locations	\$5,988
	320	Park, Picnic Table - Numerous Locations	\$20,788
	321	Park, Trash Can Holder - Numerous Locations	\$22,014
Misc Site Improvements - Pool Area - Village Center	76	Pool Equipment, Heat Pump - (VC) (4 units)	\$49,902
	115	Spa Equipment, Heater, Gas - (VC)	\$12,832
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$5,000
Misc Site Improvements - Tennis Facility	35	Tennis Court Resurfacing, Clay - (VC) Courts 1-7	\$43,414
Paving	322	Roadway: WildOaks(not Willow Oak Way).	\$313,667
Roofs	323	Roof, Architectural Shingle - Shed (VC) Tennis Storage	\$1,873
	324	Roof, Metal Panel - Pier Dock Golf Club	\$9,873
<b>Grand Total</b>			<b>\$1,227,329</b>

# EXHIBIT 23

Option 3													
Fiscal Year	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total	10 Year Average
<b>Beginning Fund Balance</b>	\$ 1,721,211	\$ 1,421,046	\$ 1,438,953	\$ 1,183,629	\$ 528,091	\$ 533,482	\$ 608,941	\$ 623,765	\$ 873,308	\$ 731,200	\$ 544,385		
Plus (+) Annual Assessment	781,860	820,953	862,001	905,101	948,093	990,757	1,030,387	1,071,603	1,114,467	1,159,046	1,193,817	\$10,096,224.69	\$1,009,622.47
Minus (-) Capital Projects	(1,082,025)	(803,046)	(1,117,324)	(1,560,639)	(942,701)	(915,298)	(1,015,564)	(822,059)	(1,256,575)	(1,345,860)	(1,227,329)	(\$11,006,397.45)	(\$1,100,639.74)
Use of Fund Balance + / (-)	(\$300,165)	\$17,907	(\$255,324)	(\$655,539)	\$5,391	\$75,459	\$14,824	\$249,544	(\$142,108)	(\$186,815)	(\$33,512)	(\$910,172.75)	(\$91,017.28)
<b>Ending Fund Balance</b>	\$ 1,421,046	\$ 1,438,953	\$ 1,183,629	\$ 528,091	\$ 533,482	\$ 608,941	\$ 623,765	\$ 873,308	\$ 731,200	\$ 544,385	\$ 510,873		\$757,662.88
<b>Annual Assessment Capital Reserve Fund (CRF)</b>	\$ 781,860	820,953	862,001	905,101	948,093	990,757	1,030,387	1,071,603	1,114,467	1,159,046	1,193,817		
County Tax Collector Fees (2%)	\$ 15,637	\$ 17,467	\$ 18,340	\$ 19,257	\$ 20,172	\$ 21,080	\$ 21,923	\$ 22,800	\$ 23,712	\$ 24,661	\$ 25,400		
Early Payment Discount (4%)	\$ 31,274	\$ 34,934	\$ 36,681	\$ 38,515	\$ 40,344	\$ 42,160	\$ 43,846	\$ 45,600	\$ 47,424	\$ 49,321	\$ 50,801		
<b>Total Gross Assessment (CRF)</b>	\$ 828,772	\$ 873,354	\$ 917,022	\$ 962,873	\$ 1,008,610	\$ 1,053,997	\$ 1,096,157	\$ 1,140,003	\$ 1,185,603	\$ 1,233,027	\$ 1,270,018		
Estimated Annual Assessment (CRF)	434	457	480	504	528	552	574	597	621	645	665		
<b>Estimated Change in Annual Assessments Per Unit</b>	\$ 65.12	\$ 23.33	\$ 22.85	\$ 24.00	\$ 23.94	\$ 23.75	\$ 22.07	\$ 22.95	\$ 23.87	\$ 24.82	\$ 19.36		
% increase year over year		5%	5%	5%	5%	4%	4%	4%	4%	4%	3%		

**Option 3:**

Strategic use of Fund Balance

Increase assessments according to the table above (Lowest reserves of fund balance at any given year = \$500K for fund balance as directed by the Board at 3/3 meeting.

Based on current projections, the District could potentially have close to \$1 Million in Reserves after 10 years, putting the District in a better financial position

Slower approach to \$1 million in revenues from assessments and sets the District up on a path to successfully complete its Capital Plans. 10 year average is over \$1.2 Million.

Reduces the need in having to borrow money, the District continues to self fund projects and not have to pay interest on borrowing money.

\* Board consensus that this funding method is preferred

# EXHIBIT 24

Project #	Project Name	Individuals	Project Description	Review Policy (Y/N)	Capital or O&M	Priority						Time frame: 1-3 yrs./4-5 yrs./6+ yrs.	Estimated Budget	Notes
						KF	CH	Dr.	MF	JP	OPS			
<b>Added to the LTCP in the Reserve Study and Assigned a Project Year based on Supervisor/Staff Input</b>														
1	Stop Signs	KF, CH, Dr. M, Barry	Install pedestrian/bicycle intersection-crossing safety measures/stop signs.	Yes	Capital	H	H	H	H	H	H	2022	\$ 50,000	Approved and being completed in 2022, No LED lighting per Board directive.
2	Traffic Devices	Barry	Vehicle Traffic, Speed Control Improvements	Yes	Capital						H	2023	\$ 50,000	Added to Reserve Study
3	Sidewalks	Barry	Sidewalk Repairs-Community wide-Ongoing repairs/replacement	No	Capital						H	Annually	\$ 50,000	Board consensus to keep at \$50,000 annually
4	Curb and Gutters	Barry	Curb and Gutter Repairs-Community Wide-annual investment	No	Capital						H	Annually	\$ 150,000	Board Directed to raise from \$100k to \$150K based on historical expenses.
5	Road Repairs	Barry	Road settling issues-Asphalt settling around sanitary sewer drain boxes	No	Capital						H	Annually \$10,000 after 2023	\$ 40,000	Barry estimates 30-50k, Added Annual Road Repairs Budget of \$40,000 to Reserve Study for 2023, and \$10,000 for each year thereafter. Barry will get some estimates for Wild Oaks Repair.
6	Wild Oaks	Barry/JP	Wild Oaks parking lot expansion at park, to accommodate more areas to park	No	Capital							2026	\$ 20,000	Added to Reserve Study
7	Road Resurfacing	Dr. M/Barry	Resurface remaining District Roads according to the DE's plan	No	Capital	H	H	H	L	H	H	Annually	Varies by year	Already in the Reserve Study, amounts vary year to year. Last year of road resurfacing is 2030.
8	Paver Repairs	Barry	Pavers Replacement: Main entrance gate area, Montague St., Front St., Montague at Waterside, Front St. Park, Front St. Circle Islands	No	Capital						H	2023	\$ 50,000	Already in the Reserve Study, amounts vary year to year. Assigned these to 2023
9	Pool Heat/Cool Pumps	Barry	Replace 4 units at Creekside-aged out (on the Reserve Study)	No	Capital						H	2023	\$ 45,000	Adjusted the Reserve Study for 2023
10	Creekside Office	Barry	Replace old carpeting throughout the Creekside Athletic Center and Offices	No	Capital						H	2023	\$ 7,000	Already on the Reserve Study for 2023
11	Creekside Pools	Barry	Pool, spa and kiddie pool resurface	No	Capital						H	2024	\$ 90,000	Already on the Reserve Study for 2024
12	Street Light Replacement	Barry	Replacing rusted lightpoles and underground wiring (\$30,000 / 5 light poles) (Lights that need sanding and painting will be Community Maintenance O&M)	No	Capital						H	Annually	\$ 30,000	Barry estimates 30k for 10 lights pole replacements a year. Added to Reserve Study, \$30,000-Annually
13	Creekside Croquet	Barry	Residents requested lighting at new Creekside Croquet Courts (8 poles, underground utilities, fixtures)	No	Capital							2026	\$ 60,000	Added to Reserve Study
14	Esplanade	Barry	Coquina path surface repairs/replacement		Capital						H	2024	\$ 80,000	Barry estimated \$70-100,000, Added to Reserve Study
55	Center Park Gazebo	Barry	Residents requested patio with benches at Center Park Gazebo	No	Capital							2024	\$ 12,000	Added to Reserve Study
15	Powerwashing	Barry	Purchase Powerwashing equipment	No	Capital						H	2024	\$ 7,000	Power washer purchase slated for 2023 for \$7,000
16	Creekside Amenity Center	Barry	Creekside: Paint exterior walls, columns, and trim	No	Capital						H	2023	\$ 8,000	Adjusted Reserve Study from \$25,000 to \$8,000
17	Street signs etc.	Barry	Replace street signs and other sign poles	no	Capital							Annually	\$ 5,000	Added to Reserve Study, replace 15-20 annually
18	Café Renovation	KF, Dr. M, JP, CH, Barry	1 x Cost of Renovation	no	Capital	L	M	M	L	L		2025	\$ 500,000	Added to Reserve Study as 1 x project.
19	Café Renovation		Architect Fees	no	Capital	L	M	M	L	L		2024	\$ 50,000	Added to Reserve Study
20	Pond Aeration	Barry	Recommendations from lake management company-Pond 37 only	no	Capital							2022	\$ 15,000	Board approved as an additional 2022 project-deleted from LTCP
21	Pond Banks	Barry	Install coquina boulder reinforcement wall at 5 locations	no	Capital							2022	\$ 40,000	Board approved as an additional 2022 project-deleted from LTCP
22	Creekside Amenity Center	Barry	Remove and replace cracked/broken exterior tile, replace with something more non-skid	no	Capital							2024	\$ 50,000	Added to Reserve Study
23	Village Center	DM	Remove and replace exterior tile, replace with something more non-skid	no	Capital							2023	\$ 25,000	Added to Reserve Study, Health and Safety
24	Wild Oaks	Barry	Wild Oaks Dog Park, increase elevation and improve drainage, enhancement project	No	Capital							2023	\$ 20,000	Added to Reserve Study
25	Mailboxes	Barry	Mailbox Repairs and Replacement	no	Capital							Annually	\$ 15,000	Included in the Reserve Study already (2 per year) 30 mailbox monuments
26	Survey	DM	Colbert Lane Survey		Capital	L	M	L	L	L		2025	\$ 32,000	Added to the Reserve Study
27	Firewise	Louise	Annual Firewise	no	Capital							Annual	\$ 30,000	Already in Reserve Study-Board approved
28	<b>Moved to General Fund (O&amp;M) Removed from the LTCP</b>													
29	Technology	Barry	Wild Oaks Entrance Gate Equipment Replacement		O&M						H	1 to 3	\$ 15,000	Already in General Fund-Remove from LTC
30	Powerwashing	Barry	Powerwashing, curbs, gutters, sidewalks, roadways and other common areas		O&M							Annually	\$ 5,000	Community Maintenance-Increase O&M
31	Steet signs etc.	Barry	Repaint street sign and other sign poles	No	O&M							Annually	\$ 1,000	Community Maintenance-Increase O&M
32	Street Lights	Barry	Photocell, globe, and bulb replacement.	No	O&M						H	Annually	\$ 10,000	Community Maintenance-Increase O&M
33	Pond Aeration	Barry	Annual maintenance and repairs of Aeration units	no	O&M							2 to 3	\$ 2,000	Community Maintenance-Increase O&M
34	Stormwater System Repairs & Maintenance	Barry	Repairs of underground stormwater pipe failures	no	O&M	H	M	H	H	L	H	Annually	\$ 20,000	Stormwater Repairs & Maintenance-Remove from LTC. This is currently budgeted at \$15,000, increase this expense item to \$20,000
35	Guard House	Barry	Repaint main entrance guard house	No	O&M							2023	\$ 2,500	Community Maintenance-Remove from LTC
36	Crosswalks	Board/Barry	Repaint all crosswalks, stop bars, and roadway lines with high reflective paint	No	O&M	H	H	H	H	H	H	2023	\$ 10,000	Community Maintenance-Increase O&M
37	Irrigation	Barry	Irrigation underground piping repairs and replacements of lines		O&M						H	Annual	\$ 40,000	Irrigation Repairs Maintenance-Remove from LTC
38	<b>Additional Ideas</b>													
39	Wild Oaks	JP	Create new or extend walking paths throughout community, Wild Oaks	S	Survey							4 to 5		Survey item, Board to discuss in the future



40	Technology	Board	Upgrade Gates to include cellular communications. Upgrade gates to new communication lines and technology.	no	Capital	H	H	H	L	H			1 to 3		Operations Manager has begun updating to cellular communications update for infrastructure needs, will finish in 2022. DM to review 2023 CIP/Reserve Study with Operations Manager, look at Gate Access CIP items.
		Board	Cell phone, residents using cell phones to allow gate access for guests	P	Capital										Add to Future Board Meeting for Discussion. Add to Meeting Matrix
41	Technology	KF, JP, MF, Dr. M	Invest in Preventative/Planned Maintenance Software System		Capital	H	L	M	L	H			1 to 3		Board is looking for Virtual CIO from Celera on whether this will remain on the LTC. Discuss with Barry. Add to May Matrix for Discussion.
42	Stormwater System-Management	KF, Dr. M, CH	Have management work to update/enhance/expand pond management to include suggested strategies for pond bank planting, continued weed and algae work, midge fly treatment and potential need for dredging. Partner with Experts in the industry to effectively manage the ponds (UF, Solitude, other entities).	no	Capital	M	L	L	M	L			Annually		Questions to Solitude by Supervisors. District Engineer is required to do an annual inspection report on Stormwater Systems.
43	Stormwater System-Management	CH, Dr. M	Have Engineer inspect and determine if the drainage of water from rain/storms is adequately working. Inspect for and recommend improvements to address pond bank erosion.										Annually		Board directed DM to add specific scope of work to the annual Stormwater Needs Analysis, to provide inspection of draining, and to make recommendations cost estimates before March, each fiscal year in order to properly budget. DM to add "Stormwater Needs Analysis" to O&M Budget-\$5,000.
50	Amenity Expansion	MF, Dr. M	Practice Croquet area re-use plan and targeting for Resident activities. This area potentially can be the platform for a Fitness Center Expansion should we identify a need for more equipment and workout space. The croquet area may be ideal as a small park with picnic table and shade trees. The area has easy access to the Café, other amenities, and is next to the military memorial which could be incorporated thru natural paths. Solicit survey from Residents on the best use of the practice court.	S	Survey	H	M	H	H	M			1 to 3		Barry/Onsite Staff to make recommendation
51	Parking Lot Expansion	CH	Village Center: The next parking area target needs to be the south parking lot expansion. Considering the growth in Pickleball courts and the subsequent increase in usage, we will be facing a continuing parking space challenge at our primary facility.		Capital	M	H	M	L	H			1 to 3		Board to discuss further
53	Roving Patrol/Guards	Barry	Evening only, Roving Patrol/Guards for Security									H	1 to 3	\$ 60,000	Board Decision: Stay or Remove
54	Staffing Levels	KF/Barry	Evaluate current operational needs, future needs, and staffing levels.		Capital	H	M	H	M	M			1 to 3	\$ 75,000	Board Decision on Barry's recommendations
47	Amenity Expansion	JP	Future additional office space and future amenity space		Capital	L	M	L	L	L			4 to 5		Discussion with Barry regarding Staffing

# EXHIBIT 25

## DISTRICT MANAGER'S SUMMARY

- THE BOARD OF SUPERVISORS HAS WORKED ON DRAFTING THE FY 2022-2023 BUDGET IN MEETINGS AND WORKSHOPS SINCE BEFORE THE BEGINNING OF THE CURRENT FISCAL YEAR (OCTOBER, 2021), FIRST STARTING WITH THE LONG TERM CAPITAL PLAN (CHOOSING PROJECTS BY YEAR) AND THEN CONCENTRATING ON THE OPERATIONS AND MAINTENANCE (O&M) PORTION OF THE BUDGET.
- MOST CHALLENGING HAS BEEN TRYING TO PREDICT NEXT YEAR'S COST IN THE CURRENT ECONOMIC CONDITIONS WE FIND OURSELVES IN, WITH INFLATION NOW RUNNING AT 9+ PERCENT.
- THE DISTRICT'S BUDGET IS COMPRISED OF 2 ASSESSMENTS—THE GENERAL FUND (COMMONLY CALLED “O&M”) AND THE SPECIAL RESERVE FUND (ALSO CALLED “THE CAPITAL FUND”). THE GENERAL FUND IS COMPRISED OF 8 DEPARTMENTS WITH EACH HAVING SEVERAL LINE ITEMS. THE DEPARTMENTS ARE:
  - ADMINISTRATIVE
  - INFORMATION AND TECHNOLOGY
  - INSURANCE
  - UTILITIES
  - FIELD OPERATIONS
  - STAFF SUPPORT
  - AMENITY OPERATIONS
  - SECURITY
- IN REVIEWING THE O&M EXPENSE PORTION OF THE BUDGET, SOME LINE ITEMS ARE PROJECTED TO INCREASE HIGHER THAN THE RATE OF INFLATION, WHILE MOST ARE PROJECTED TO INCREASE AT LOWER AMOUNTS.
  - ELECTRICITY IS PROJECTED TO INCREASE AT 15%
  - HEALTH INSURANCE IS PROJECTED TO INCREASE AT 10%
  - PROPERTY INSURANCE IS PROJECTED TO INCREASE AT 8%
  - A MAJORITY OF LINES ARE PROJECTED TO INCREASE AT 5%
  - A COUPLE OF LINES ARE PROJECTED TO INCREASE AT 2%
  - TOTAL EXPENSES ASSOCIATED WITH THE O&M PORTION OF THE PROPOSED FY 2023 BUDGET ARE PROJECTED TO RISE ABOUT **4.8% FROM THE CURRENT YEAR'S ADOPTED BUDGET.**

- IN ORDER FOR THE BOARD'S GOAL OF HAVING PROJECTED O&M REVENUE EQUAL PROJECTED O&M EXPENSES, IT WILL BE NECESSARY TO RAISE THE O&M ASSESSMENT FOR FY 2023 AS FOLLOWS:
  - \$2,081.25 FOR SINGLE LOTS (AN INCREASE OF \$99.54 OVER CURRENT YEAR)
  - \$4,162.51 FOR DOUBLE LOTS (AN INCREASE OF \$199.09 OVER CURRENT YEAR)
- GOING BACK TO 2016, O&M ASSESSMENTS HAVE RISEN FROM AS HIGH AS 9.1% (2020) TO AS LOW AS 1.5% (2018), WITH AN AVERAGE OF 5.48% OVER THE LAST 6 YEARS. SO, THE PROJECTED 4.8% INCREASE IN THE O&M ASSESSMENT IS BELOW THE 6 YEAR AVERAGE DESPITE AN INFLATION RATE OF 9+ PERCENT.
- THE SPECIAL RESERVE FUND PROVIDES MONIES FOR CAPITAL PROJECTS. THESE PROJECTS CONSISTS OF ITEMS FOUND IN THE RESERVE STUDY (WHICH WAS COMPLETED IN 2020) PLUS ITEMS THAT THE BOARD AGREED NEEDED TO BE ADDRESSED NEXT FISCAL YEAR. FOR FY 2023, PROJECTED CAPITAL PROJECTS TOTAL JUST OVER \$1.6 MILLION IN PROJECTS
- MAJOR CAPITAL PROJECTS INCLUDE CONCRETE AND GUTER WORKS AT \$150,000, VARIOUS ROAD PAVING PROJECTS AT \$219,000 AND LANDSCAPE ENHANCMENT PROJECTS AT \$55,000.
- IN ORDER TO FUND THE PROPOSED CAPTIAL PROJECTS USING THE BOARD'S GOAL OF USING SOME BUT NOT ALL OF THE SRF FUND BALANCE, THE SRF ASSESSMENT FOR FY 2023 WILL NEED TO BE IS:

\$457.09 FOR SINGLE LOTS (AN INCREASE OF \$21.77 OVER CURRENT YEAR)

\$914.17 FOR DOUBLE LOTS (AN INCREASE OF \$43.53 OVER CURRENT YEAR)

THE SRF ASSESSMENT INCREASE IS ABOUT 5% OVER THE CURRENT YEAR'S RAGE.

- GIVEN THE ABOVE INFORMATION, THE BOARD APPROVED TOTAL ASSESSMENTS FOR FY 2023 TO BE:

\$2,538.34 FOR SINGLE LOTS (A TOTAL INCREASE OF \$121.31 OVER THE CURRENT YEAR'S TOTAL ASSESSMENT)

\$5,076.68 FOR DOUBLE LOTS (A TOTAL INCREASE OF \$242.62 OVER THE CURRENT YEAR'S TOTAL ASSESSMENT).

**GRAND HAVEN CDD  
FISCAL YEAR 2022-2023 PROPOSED BUDGET  
GENERAL FUND**

	<b>FY 2022 ADOPTED</b>	<b>FY 2022 ACTUAL THROUGH 6/30/2022</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE FY 2022 - FY 2023</b>
1 <b>REVENUES</b>				
2 <b>Assessments Levied (net of allowable discounts):</b>				
3   Assessment Levy - General Fund	\$ 3,559,266	\$ 3,550,572	\$ 3,738,054	\$ 178,788
4   Assessment Levy - Escalante Fund	8,281	8,262	-	(8,281)
5 <b>Additional Revenues:</b>				
6   Reuse water	23,166	80,618	23,000	(166)
7   Gate & amenity guest	8,000	11,269	9,000	1,000
8   Tennis	500	235	3,000	2,500
9   Room rentals	500	3,066	2,000	1,500
10   Interest and miscellaneous	23,676	11,418	20,000	(3,676)
15 <b>TOTAL REVENUES</b>	<b>3,623,389</b>	<b>3,665,440</b>	<b>3,795,054</b>	<b>171,665</b>
16				
17 <b>EXPENDITURES</b>				
18 <b>ADMINISTRATIVE</b>				
19   Supervisors - regular meetings	12,000	9,000	12,000	-
20   Supervisor - workshops	9,000	7,800	9,000	-
21   District management	39,125	29,344	40,299	1,174
22   Administrative	10,400	7,800	10,712	312
23   Accounting	21,475	16,106	22,119	644
24   Assessment roll preparation	9,450	7,088	9,734	284
25   Office supplies	1,000	2,636	1,050	50
26   Postage	3,000	-	3,150	150
27   Audit	11,300	-	4,850	(6,450)
28   Legal - general counsel	103,000	67,991	103,000	-
29   Engineering	30,000	32,047	31,500	1,500
30   Engineer Stormwater Analysis		-	5,000	5,000
31   Legal advertising	5,200	1,762	5,460	260
32   Bank fees	1,500	818	1,575	75
33   Dues & licenses	175	175	184	9
34   Property taxes	2,400	2,087	2,520	120
36   Contingency	500	841	-	(500)
37 <b>TOTAL ADMINISTRATIVE</b>	<b>259,525</b>	<b>185,495</b>	<b>262,153</b>	<b>2,628</b>
38				

**GRAND HAVEN CDD  
FISCAL YEAR 2022-2023 PROPOSED BUDGET  
GENERAL FUND**

	<b>FY 2022 ADOPTED</b>	<b>FY 2022 ACTUAL THROUGH 6/30/2022</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE FY 2022 - FY 2023</b>
39 <b>INFORMATION AND TECHNOLOGY</b>				
40 IT support	26,670	30,092	28,004	1,334
41 Village Center and Creekside telephone & fax	6,546	5,135	6,873	327
42 Cable/internet-village center/creekside	9,782	9,165	10,271	489
43 Wi-Fi for gates	4,894	1,528	5,139	245
44 Landlines/hot spots for gates and cameras	26,400	8,036	27,720	1,320
45 Cell phones	7,282	5,559	7,646	364
46 Website hosting & development	1,515	1,136	1,591	76
47 ADA website compliance	210	210	221	11
48 Communications: e-blast	500	419	525	25
49 <b>TOTAL INFORMATION AND TECHNOLOGY</b>	<b>83,799</b>	<b>61,280</b>	<b>87,990</b>	<b>4,191</b>
50				
51 <b>INSURANCE</b>				
52 Insurance: general liability & public officials	11,935	11,935	12,532	597
53 Insurance: property	76,435	76,613	82,550	6,115
54 Insurance: auto general liability	3,153	3,153	3,311	158
55 Flood insurance	3,600	-	4,140	540
56 <b>TOTAL INSURANCE</b>	<b>95,123</b>	<b>91,701</b>	<b>102,533</b>	<b>7,410</b>
57				
58 <b>UTILITIES</b>				
59 Electric				
60 Electric services - #12316, 85596, 65378	5,200	4,275	5,980	780
61 Electric- Village Center - #18308	31,500	23,183	36,225	4,725
62 Electric - Creekside - #87064, 70333	21,500	17,769	24,725	3,225
63 Street lights <sup>1</sup>	20,000	16,866	23,000	3,000
64 Propane - spas/café	40,600	31,683	42,630	2,030
65 Garbage - amenity facilities	15,200	8,242	15,960	760
66 Water/sewer				
67 Water services <sup>2</sup>	115,000	94,832	120,750	5,750
68 Water - Village Center - #324043-44997	13,500	9,214	14,175	675
69 Water - Creekside - #324043-45080	7,300	4,976	7,665	365
70 Pump house shared facility	15,500	3,316	16,275	775
71 <b>TOTAL UTILITIES</b>	<b>285,300</b>	<b>214,356</b>	<b>307,385</b>	<b>22,085</b>
72				

**GRAND HAVEN CDD  
FISCAL YEAR 2022-2023 PROPOSED BUDGET  
GENERAL FUND**

	<b>FY 2022 ADOPTED</b>	<b>FY 2022 ACTUAL THROUGH 6/30/2022</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE FY 2022 - FY 2023</b>
73 <b>FIELD OPERATIONS</b>				
74 Stormwater system				
75 Aquatic contract	51,438	41,733	54,010	2,572
76 Aquatic contract: lake watch	4,076	3,264	4,280	204
77 Aquatic contract: aeration maintenance	4,000	1,252	4,200	200
78 Lake bank spraying	6,128	-	6,434	306
79 Stormwater system repairs & maintenance	15,000	-	15,750	750
80 Property maintenance				
81 Horticultural consultant	9,600	7,200	10,080	480
82 Landscape repairs & replacement	20,000	34,257	21,000	1,000
83 Landscape maintenance contract services	585,814	439,360	615,105	29,291
84 Landscape maintenance: croquet	50,800	37,511	53,340	2,540
85 Tree maintenance (Oak tree pruning)	35,000	48,700	36,750	1,750
86 Optional flower rotation	20,000	23,127	21,000	1,000
87 Irrigation repairs & replacement	22,000	15,804	40,000	18,000
88 Roads & bridges repairs	15,000	-	15,750	750
89 Street light maintenance	15,000	556	15,750	750
90 Vehicle repairs & maintenance	5,000	6,482	5,250	250
91 Office supplies: field operations	14,000	8,493	14,700	700
92 Holiday lights	9,000	3,568	9,450	450
93 CERT operations	500	114	500	-
94 Community maintenance	98,040	71,290	120,000	21,960
95 Storm clean-up	26,000	-	27,300	1,300
96 Miscellaneous contingency	4,000	5,100	-	(4,000)
97 <b>TOTAL FIELD OPERATIONS</b>	<b>1,010,396</b>	<b>747,811</b>	<b>1,090,649</b>	<b>80,253</b>
98				
99 <b>STAFF SUPPORT</b>				
100 Payroll	607,333	398,205	606,564	(769)
101 Merit pay/bonus	25,000	6,029	25,000	-
102 Payroll taxes	79,257	29,388	81,635	2,378
103 Health insurance	106,000	67,771	116,600	10,600
104 Insurance: workers' compensation	30,000	12,055	30,000	-
105 Payroll services	6,250	4,209	6,250	-
106 Mileage reimbursement	2,750	4,280	16,000	13,250
107 Vehicle Allowance	14,000	-	-	(14,000)
108 <b>TOTAL STAFF SUPPORT</b>	<b>870,590</b>	<b>521,937</b>	<b>882,049</b>	<b>11,459</b>
109				



**GRAND HAVEN CDD  
FISCAL YEAR 2022-2023 PROPOSED BUDGET  
GENERAL FUND**

	<b>FY 2022 ADOPTED</b>	<b>FY 2022 ACTUAL THROUGH 6/30/2022</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE FY 2022 - FY 2023</b>
110 <b>AMENITY OPERATIONS</b>				
111 Amenity Management	592,786	440,589	610,570	17,784
112 A/C maintenance and service	3,900	-	4,095	195
113 Fitness equipment service	7,500	805	7,875	375
114 Music licensing	3,520	3,757	3,757	237
115 Pool/spa permits	875	875	919	44
116 Pool chemicals	15,500	10,475	16,275	775
117 Pest control	3,900	1,330	4,095	195
118 Amenity maintenance	110,000	176,555	120,000	10,000
119 Special events	10,000	2,069	10,500	500
120 <b>TOTAL AMENITY</b>	<b>747,981</b>	<b>636,455</b>	<b>778,086</b>	<b>30,105</b>
121				
122 <b>SECURITY</b>				
123 Gate access control staffing	204,375	158,849	214,594	10,219
124 Additional guards	8,000	2,341	8,400	400
125 Guardhouse facility maintenance	16,000	18,687	16,800	800
126 Gate communication devices	21,000	6,665	22,050	1,050
127 Gate operating supplies	16,000	43,010	16,800	800
128 Fire & security system	5,300	3,666	5,565	265
129 <b>TOTAL SECURITY</b>	<b>270,675</b>	<b>233,218</b>	<b>284,209</b>	<b>13,534</b>
130				
131 <b>TOTAL EXPENDITURES</b>	<b>3,623,389</b>	<b>2,692,252</b>	<b>3,795,054</b>	<b>171,665</b>
132				
133 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>(1,721,111)</b>	<b>973,188</b>	<b>-</b>	<b>-</b>

**GRAND HAVEN CDD  
FISCAL YEAR 2022-2023 PROPOSED BUDGET  
CAPITAL RESERVE FUND (CRF)**

	<b>FY 2022 ADOPTED</b>	<b>FY 2022 ACTUAL THROUGH 6/30/2022</b>	<b>FY 2023 PROPOSED</b>	<b>VARIANCE 2022-2023</b>
<b>REVENUES</b>				
1 <sup>1</sup> Assessment Levy: Capital Reserve Fund	\$ 781,860	\$ 779,950	\$ 820,953	\$ 39,093
2   Interest & Miscellaneous	5,500		5,500	-
3 <b>TOTAL REVENUES</b>	<b>787,360</b>	<b>779,950</b>	<b>826,453</b>	<b>39,093</b>
4				
5 <b>EXPENDITURES</b>				
6 <b>Infrastructure Reinvestment</b>				
7   Capital Improvement Plan (CIP)	1,082,025	657,498	803,045	(278,980)
8 <b>TOTAL EXPENDITURES</b>	<b>1,082,025</b>	<b>657,498</b>	<b>803,045</b>	<b>(278,980)</b>
13   Transfer In From GF in FY22	1,721,211	3,642,439	-	(1,721,211)
14 <b>TOTAL OTHER FINANCING SOURCES &amp; USES</b>	<b>1,721,211</b>	<b>3,642,439</b>	<b>-</b>	<b>(1,721,211)</b>
15				
16 <b>NET CHANGE IN FUND BALANCE</b>	<b>1,426,546</b>	<b>3,764,891</b>	<b>23,408</b>	<b>(1,403,138)</b>

# EXHIBIT 26

## **ENGINEERING AGREEMENT**

**WHEREAS**, the Grand Haven Community Development District (“District”), a special-purpose unit of local government established and existing pursuant to Chapter 190, Florida Statutes, solicited for proposals from companies interested in serving as Engineer to the District in accordance with Sections 190.033 and 287.055, Florida Statutes; and

**WHEREAS**, KIMLEY-HORN AND ASSOCIATES, Inc., a North Carolina Corporation duly registered and doing business in Florida (“Engineer”), submitted a proposal to serve as Engineer and provide engineering services to the District; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) received multiple responses to its request for qualifications, and ranked Engineer as its choice to meet its engineering needs and authorized negotiation of a contract pursuant to Section 287.055, Florida Statutes; and

**WHEREAS**, the District intends to employ Engineer to perform engineering, surveying, planning, landscaping, environmental management and permitting, financial and economic studies, and such other work as defined in separate work authorizations; and

**WHEREAS**, the Engineer shall serve as the District’s professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during the performance of these services.

**NOW THEREFORE**, in consideration of the mutual covenants herein contained and the acts and deeds to be performed by the parties, the receipt and sufficiency of which are hereby acknowledged, it is mutually covenanted and agreed as follows:

**THIS AGREEMENT** is effective as of August 1, 2022, and shall remain in effect until terminated under the terms contained herein.

### **ARTICLE 1: SCOPE OF SERVICES**

The Engineer will provide general engineering services including, but not limited to, the following:

- Preparation of any necessary reports and applications.
- Attendance at meetings of the Board. For Regular Board meetings convened approximately once per month, Engineer agrees that it shall not charge hourly rates for time spent travelling to and from the meeting unless in-person attendance is requested by the Board, District Manager, District Counsel or the Operations Manager, or any of their designees..
- Assisting in meeting with necessary parties to effectuate the issuance of bonds, special reports, feasibility studies and other tasks.
- Performance of any other duties related to the provision of infrastructure and services as requested by the Board.

The Engineer shall prepare, or cause to be prepared, or review construction drawings and specifications for the type of work as authorized by the Board. This may also include, but is not limited to, rendering assistance in the drafting of forms, proposals and contracts, issuance of certificates of construction and payment, assisting and/or supervising the bidding processes, and any other activity required by the Board.

The Engineer shall, when authorized by the Board, provide general services during the construction phase including, but not limited to, the following:

- Periodic visits to the site, or full-time construction management services, as directed by the Board.
- Processing of contractors' pay estimates and invoices.
- Final inspection and requested certificates for construction, including the final certification of construction.
- Consultation and advice during construction, including performing all roles and actions required of any construction contract between the District and any contractor(s) in which Engineer is named as the owner's representative or "Engineer."
- Any other activity related to construction as authorized by the Board.

With respect to maintenance of facilities, the Engineer shall render such services as authorized in writing by the Board.

In addition to the other provisions hereof, the Engineer agrees to comply with the "District Engineering Services Guidelines" attached hereto as Schedule A.

## **ARTICLE 2: METHOD OF AUTHORIZATION**

Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a Work Authorization that shall include the scope of work, compensation, and special provisions or conditions specific to the service or project being authorized. Authorization of services or projects under the contract shall be at the sole option and discretion of the District.

## **ARTICLE 3: COMPENSATION**

It is understood and agreed that the payment of compensation for services under this contract shall be stipulated in each Work Authorization. One of the following methods shall be utilized:

Lump-Sum Amount: The District and the Engineer shall mutually agree to a lump-sum amount for the services to be rendered payable in proportion of the work accomplished.

Hourly Personnel Rates: For services or projects where scope of services is not clearly defined, or recurring services or other projects where the District desires, the use of the hourly compensation rates in Schedule B (the “Fee Schedule”) shall remain in effect. On the anniversary date of this Agreement, the parties may renegotiate the Fee Schedule.

**ARTICLE 4:**  
**REIMBURSABLE EXPENSES**

Reimbursable expenses consist of actual expenditures (without markup or override) made by the Engineer, its employees, or its consultants in the interest of the project for the incidental items listed below or on the Fee Schedule:

Expenses of transportation when traveling in connection with a project, for expedited delivery fees, and fees paid for securing approval of authorities having jurisdiction over a project. All expenditures shall be made in accordance with Chapter 112, Florida Statutes, and with the District’s travel policy.

Expenses incurred in the reproduction, postage and handling of drawings and specifications except those used for in-house purposes.

**ARTICLE 5:**  
**SPECIAL CONSULTANTS**

Any subconsultant to be retained by the Engineer shall be first approved in writing by the District. When a subconsultant is retained by the Engineer to assist in the provision of services, such additional special services shall be paid for on a cost basis. Such services and fees shall be included in any Work Authorization.

**ARTICLE 6:**  
**ACCOUNTING RECORDS**

Records of the Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times. In addition, the Engineer acknowledges that the provisions of Article 14 of this Agreement may apply to these records.

**ARTICLE 7:  
REUSE OF DOCUMENTS**

All documents including drawings and specifications furnished by the Engineer pursuant to this Agreement are instruments of service to be used by the District and upon delivery to the District shall become the property of the District. They are not intended or represented to be suitable for reuse by others or for extensions of the work for which they were provided or on any other project. Any reuse by the District without specific written consent by the Engineer will be at the District's sole risk.

**ARTICLE 8:  
ESTIMATE OF COST**

Since the Engineer has no control over the cost of labor, materials or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, his opinions of probable cost provided as a service hereunder are to be made on the basis of his experience and qualifications and represent his best judgment as a professional familiar with the construction industry, but the Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinion of probable costs prepared by it. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense or may direct that such work be accomplished through the Engineer. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and may justify additional fees.

**ARTICLE 9:  
INDEPENDENT CONTRACTOR**

In all matters relating to this Agreement, the Engineer shall be acting as an independent contractor. Neither the Engineer nor employees of the Engineer, if any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws, or Old Age Laws or otherwise. The Engineer agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Engineer, if any, in the performance of this Agreement. The Engineer shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Engineer shall have no authority to represent as agent, employee, or in any other capacity, the District, unless set forth differently herein.

**ARTICLE 10:  
INSURANCE**

The Engineer shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

Worker's Compensation

Statutory

General Liability	
<i>Bodily Injury (including contractual)</i>	\$1,000,000/\$2,000,000
<i>Property Damage (including contractual)</i>	\$1,000,000/\$2,000,000
Automobile Liability (if applicable)	Combined Single Limit \$1,000,000
<i>Bodily Injury</i>	
<i>Property Damage</i>	
Professional Liability for Errors and Omissions	\$1,000,000.

The Engineer shall provide the District with a certificate evidencing compliance with the above terms and naming the District as an additional insured, except for worker’s compensation and professional liability policies. The Engineer shall provide the District with thirty (30) days notice of cancellation of such insurance. At no time shall the Engineer be without insurance in the above amounts.

**ARTICLE 11:  
CONTINGENT FEE**

The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

**ARTICLE 12:  
AUDIT**

The Engineer agrees that the District or any of its duly authorized representatives shall, until the expiration of three years after expenditure of funds under this Agreement, have access to and the right to examine any books, documents, papers and records of the Engineer involving transactions related to the Agreement. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until an audit is completed and all questions arising therefrom are resolved, or three years after completion of all work under the Agreement.

**ARTICLE 13:  
INDEMNIFICATION**

The Engineer agrees to indemnify and hold harmless the District, its officers, the District Manager and employees, of and from liabilities, claims, causes of action, demands, suits, or losses by any person, corporation or other entity to the extent caused by the negligent acts, errors or omissions of the Engineer or Engineer’s agents or employees, in the performance of professional services under this Agreement. The Engineer agrees that nothing herein shall constitute or be construed as a waiver of the District’s limitations on liability pursuant to Section 768.28, Florida



Statutes, or any other Statute or law. Nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred by operation of law.

The District recognizes that the Engineer is entering into this Agreement during an ongoing enterprise and that the Engineer has had no involvement in any matters of the District including design or construction of the District's works. In consideration of the foregoing, the District agrees that it has no claim against Engineer and its officers, related directors, employees, agents, successors and assigns from any and all liabilities, claims, causes of action, demands, suits or losses by any person, corporation or other entity arising from the design, construction or any other matter associated with the District's works that have occurred prior to the date of this Agreement.

**ARTICLE 14:**  
**PUBLIC RECORDS**

The Engineer agrees and understands that Chapter 119, Florida Statutes, may be applicable to documents prepared in connection with work provided to the District and agrees to cooperate with public record requests made thereunder. The Engineer shall allow access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, Florida Statutes.

**ARTICLE 15:**  
**EMPLOYMENT VERIFICATION**

The Engineer agrees that it shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons it employs in the performance of this Agreement.

**ARTICLE 16:**  
**CONTROLLING LAW**

The Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida. The venue/jurisdiction for any legal proceedings brought hereunder shall be brought in the courts of Flagler County, Florida.

**ARTICLE 17:**  
**WAIVER OF JURY TRIAL**

The parties hereby knowingly, irrevocably, voluntarily and intentionally waive any rights to a trial by jury in respect to any action, proceeding or counterclaim based on this contract arising out of, under, or in connection with this contract or any document or instrument executed in connection with this contract, or any course of conduct, course of dealing, statements (whether verbal or written) or action of any party hereto. This provision is a material inducement for the parties entering into the subject agreement.

**ARTICLE 18:**

**ASSIGNMENT**

Neither the District nor the Engineer shall assign, sublet, or transfer their rights, duties, interest or obligations under this Agreement without the express written consent of the other. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants, as appropriate, pursuant to Article 5 herein.

**ARTICLE 19:  
AMENDMENT**

Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing, which is executed by both of the parties hereto.

**ARTICLE 20:  
TERMINATION**

The District may terminate this Agreement, in whole or in part, for failure of the Engineer to perform in accordance with the terms of this Agreement or for any reason, at the District's sole discretion, upon thirty (30) days written notice. The Engineer may terminate this Agreement for cause upon ninety (90) days written notice. At such time as the Engineer receives notification of the intent of the District to terminate the contract, the Engineer shall not perform any further services unless directed to do so by the Board in writing. In the event of any termination, Engineer will be paid for services actually rendered to the date of termination and all reimbursable expenses incurred to the date of termination.

**ARTICLE 21:  
NOTICES**

Any notice provided by this Agreement to be served in writing upon either of the parties shall be deemed sufficient if delivered to an authorized representative of either of the parties, or if mailed, by registered or certified mail, return receipt requested, to the address of the party set forth below or to such other addresses as the parties hereto may designate in writing,. Such notice shall be effective from the date the same is deposited in the mail, registered or certified mail, return receipt requested, first class postage prepaid and addressed as follows:

*if to Engineer:*

KIMLEY-HORN AND ASSOCIATES, Inc.  
101 E Silver Springs Boulevard, Suite 400  
Ocala, FL 34470  
*Attn:* Richard V. Busche, P.E., Senior Vice President

*if to District:*

Grand Haven Community Development District  
c/o DPFG Management & Consulting  
250 International Parkway, Suite 208  
Lake Mary, FL 32746

Attn: District Manager

with copy to:

Clark & Albaugh, LLP  
700 W. Morse Boulevard, Suite 101  
Winter Park, FL 32789  
Attn: Scott D. Clark, Esq., District Counsel

**ARTICLE 22:**  
**RECOVERY OF COSTS AND FEES**

In the event either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover from the other party all fees and costs incurred including reasonable attorneys' fees and costs whether incurred prior to, during, or post litigation, appeal, or through alternative dispute resolution.

**ARTICLE 23:**  
**OBJECTIVE CONSTRUCTION AND ACCEPTANCE**

This Agreement reflects the negotiated agreement of the parties, each represented by competent legal counsel. Accordingly, this Agreement shall be construed as if both parties jointly prepared it, and no presumption against one party or the other shall govern the interpretation or construction of any of the provisions of this Agreement. Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and the Engineer in the spaces provided below.

**ARTICLE 24:**  
**SEVERABILITY**

Should any clause, paragraph or other part of this Agreement be held or declared void or illegal, for any reason, by any court having competent jurisdiction, all other clauses, paragraphs or parts of this Agreement shall nevertheless remain in full force and effect.

**[SIGNATURES ON FOLLOWING PAGE]**

**IN WITNESS WHEREOF**, the parties hereto have caused these present to be executed the day and year first above written.

**GRAND HAVEN COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Title:* \_\_\_\_\_

**KIMLEY-HORN AND ASSOCIATES, INC.**  
a North Carolina Corporation

By: \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Title:* \_\_\_\_\_

## SCHEDULE A

### DISTRICT ENGINEERING GUIDELINES



#### **District Engineering Services Guidelines**

1. Only one (1) representative from the District Engineering firm shall attend each board meeting unless a special expert is required to be in attendance. \*
2. The primary contact at Grand Haven is the Field Operations Manager.
3. The on-site engineer or technician must check in with the Field Operations Manager prior to performing any work within the District.
4. All information, reports exhibits, etc., are to be provided in digital format, whenever possible, to the District Manager at least seven (7) business days in advance of the scheduled board meeting to ensure adequate time for inclusion in the agenda package.

\* Travel time may be charged by additional parties exceeding the one allowed representative.

SCHEDULE B  
SCHEDULE OF HOURLY RATES

**KIMLEY-HORN AND ASSOCIATES, INC.**

**HOURLY LABOR RATE SCHEDULE**

<u>Classification</u>	<u>Rate</u>
Analyst	\$145 - \$200
Professional	\$200 - \$260
Senior Professional I	\$240 - \$340
Senior Professional II	\$330 - \$360
Senior Technical Support	\$160 - \$245
Support Staff	\$115 - \$140
Technical Support	\$120 - \$170

Effective through **December 31, 2022**

Subject to annual adjustment thereafter

Internal Reimbursable Expenses will be charged at 5% of Labor Billings

External Reimbursable Expenses will be charged at 15% mark-up, or per the

Contract Sub-Consultants will be billed per the Contract

# EXHIBIT 27

1. What questions do we think require a mandatory, "must, response? There is no need for any and unlikely that we want all the questions to require a response.
2. We will add a Prefer Not To Answer option to the Demographic questions. Ok?
3. Comments on the Survey, currently Comments on each Question. Snap is recommending that we consider limiting Comments:
  - a. Comments Section for each Page.
  - b. Comments at the end of the Survey.
  - c. As is, per each question, not recommended.
4. We could try to capture email addresses in Question 4 of Landscape and Facilities Section. The problem is that we don't have a facility to capture Name and Address. Is there benefit to email without name and address?
5. Do we want the Printer to include a return envelope for the Property Owner to send the survey directly to Snap? We would not include prepaid postage on the envelope per our previous discussion. Estimate postage for this envelope is approximately \$1,000.
6. Scheduling, based upon planned iterations of content revisions and testing of both the electronic and paper survey; we are a least a month from being ready to mail the survey. We'd be looking at the mailing being initiated around August 22. Do we want to mail when ready or do we want to move the mailing until after Labor Day in light of vacation and travel considerations of Property Owners? Remember the Survey entry window is 30 days from the mailing date, and we are sending to around 1800 property owners.
7. Discussion of communications plan.



# EXHIBIT 28

# Long Term Capital Plan Survey Content Draft

## Focus Area: Demographics:

1. How many years have you been a resident of Grand Haven?
  - 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
  - c. Comments:
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 the creation of a separate path 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
  - c. Comments:
2. Do you believe that we need more security coverage, improved 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 Lane for access control, noise abatement and security?
  - a. Yes, this should be explored in the future
  - b. No, current situation is adequate
  - c. Comments:

# 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
  - c. Comments:
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 for expanding information about ongoing projects, daily operational items, security issues, a CDD email box for interaction with the residents, or other facets of the operations?
  - a. Yes, this would be a good investment and add value to our community.
  - b. No
  - c. Comments:
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
  - c. Comments:

# 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