



Advanced Meeting Package

Regular Meeting

*Thursday
December 1, 2022
9:00 a.m.*

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

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

Grand Haven Community Development District

Development Planning and Financing Group

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

Board of Supervisors
Grand Haven Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Grand Haven Community Development District is scheduled for **Thursday, December 1, 2022, at 9:00 a.m.** at the **Grand Haven Room**, at the **Grand Haven Village Center**, located at **2001 Waterside Parkway, Palm Coast, Florida 32137**.

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

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

Sincerely,

David McInnes

David McInnes
District Manager

Cc: Attorney
Engineer
District Records

District: **GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Thursday, December 1, 2022
Time: 9:00 AM
Location: Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137
Website: <https://www.grandhavencdd.org/>

Ways to Follow Meeting:

Zoom:

<https://vestapropertyservices.zoom.us/j/7055714830?pwd=dUFTN091cjVHZzluYUN0bEwUUUYdz09>

Phone (Listen Only): +1 (929) 205-6099

Meeting ID: 7055714830#

Revised Agenda

- I. Call to Order/ Roll Call**
- II. Pledge of Allegiance**
- III. Office of Elected Supervisors & Form 1**
 - A. Seat 1 – John Polizzi
 - B. Seat 2 – Kevin Foley
 - C. Seat 3 – Nancy Crouch
 - D. Oath of Office [Exhibit 1](#)
 - E. Acceptance or Waiver of Compensation
 - F. New Supervisor Information Sheet [Exhibit 2](#)
 - G. Form 1 [Exhibit 3](#)
 - H. Review of Sunshine Law & Supervisor Duties [Exhibit 4](#)
 - I. **Consideration of Vote to Appoint Chair & Vice Chair**
 - J. Consideration & Adoption of **Resolution 2023-01**, Designating Officers [Exhibit 5](#)
 - K. Consideration of Board’s Role & Supervisor’s Code of Conduct [Exhibit 6](#)
- IV. Audience Comments (limited up to 3 minutes per individual for non-agenda items)**
- V. Audience Comments – (limited up to 3 minutes per individual for agenda items)**

VI. Staff Reports

- A. Amenity Manager: John Lucansky [Exhibit 7](#)
- B. District Engineer: David Sowell
- C. Operations Manager: Barry Kloptosky
 - 1. Presentation of Capital Project Plan Tracker [Exhibit 8](#)
 - 2. Monthly Report [Exhibit 9](#)
- D. District Counsel: Scott Clark [Exhibit 10](#)
 - 1. Discussion of Proposed Rule Language Regarding Service Dogs
 - 2. Discussion of Proposed Rule Language Regarding Abuse of District Employees
- E. District Manager: David McInnes
 - 1. Meeting Matrix [Exhibit 11](#)
 - 2. Action Item Report [Exhibit 12](#)
 - 3. Discussion of Incident Reports
 - 4. Supervisor Comments Regarding Contents of Ian Post Mortem Report [Exhibit 13](#)

VII. Consent Agenda Items

- A. **Consideration for Acceptance – The October 2022 Unaudited Financial Report** [Exhibit 14](#)
- B. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held November 3, 2022 [Exhibit 15](#)

VIII. Business Items

- A. Consideration of Approval for Dock Behind Residence [Exhibit 16](#)
- B. Consideration of Baxter Technologies Inc. Additional Microphones Proposal [Exhibit 17](#)
- C. Consideration of Sorko Services Vegetation Removal for Pond 43 Proposal [Exhibit 18](#)
- D. Consideration of Community Pond Maintenance Proposal Options [Exhibit 19](#)
 - 1. Sorko Services
 - 2. Sitex Aquatics
 - 3. Florida Waterways Inc.
 - 4. Cross Creek Environmental Inc.

IX. Discussion Items

- A. Continued Review of Resident Survey Results – Supervisor Polizzi [Exhibit 20](#)
- B. Board to Establish Top 10 Goals
- C. Supervisor Flanagan’s Website Suggestions [Exhibit 21](#)
- D. Wild Hog Issue at the Crossings
- E. FY 2024 Budget Process

X. Rules Public Hearing – Gate Access & Public Road Access

A. Rules Public Hearing

1. Open the Public Hearing
2. Presentation of Rules
3. Public Comments – *limited to 3 minutes per individual*
4. Close the Public Hearing

[Exhibit 22](#)

- B. Consideration & Adoption of Resolution 2023-02, Adopting Rules for Gate Access & Public Road Access**

[Exhibit 23](#)

XI. Supervisors’ Requests

XII. Action Items Summary

XIII. Next Meeting Quorum Check: January 5th, 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
Nancy Crouch	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

XIV. Adjournment

EXHIBIT 1

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF _____

The foregoing oath was administered before me this ___ day of _____, 2022, by _____, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of _____ Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

EXHIBIT 2

Grand Haven
A Community Development District

NEW SUPERVISOR INFORMATION SHEET

Please return completed forms to DPGF
DPFG Management & Consulting, LLC
Records Management
250 International Parkway, Suite 208
Lake Mary, FL 32746
Phone: 321-263-0132, EXT-193
District Manager: David McInnes

1) Name: _____

2) Address: _____

3) County of Residence _____

4) Phone or Cell _____

5) Email Address _____

6) Waive OR Accept Compensation of Statutorily Allowed \$200 per Meeting
_____. If you have elected to receive compensation
then please forward the attached payroll forms along with the New Supervisor
Information Sheet.

Payroll Information

1) Date of Birth: _____

2) Drivers License Number: _____

EXHIBIT 3

FORM 1

STATEMENT OF FINANCIAL INTERESTS

2021

Please print or type your name, mailing address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME -- FIRST NAME -- MIDDLE NAME :

MAILING ADDRESS :

CITY : ZIP : COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

CHECK ONLY IF CANDIDATE OR NEW EMPLOYEE OR APPOINTEE

****** THIS SECTION MUST BE COMPLETED ******

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2021.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (**must check one**):

COMPARATIVE (PERCENTAGE) THRESHOLDS OR **DOLLAR VALUE THRESHOLDS**

PART A -- PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY

PART B -- SECONDARY SOURCES OF INCOME
[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

FILING INSTRUCTIONS for when and where to file this form are located at the bottom of page 2.

INSTRUCTIONS on who must file this form and how to fill it out begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY [Stocks, bonds, certificates of deposit, etc. - See instructions]
 (If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

PART E — LIABILITIES [Major debts - See instructions]
 (If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR

PART F — INTERESTS IN SPECIFIED BUSINESSES [Ownership or positions in certain types of businesses - See instructions]
 (If you have nothing to report, write "none" or "n/a")

	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY		
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

PART G — TRAINING For elected municipal officers, appointed school superintendents, and commissioners of a community redevelopment agency created under Part III, Chapter 163 required to complete annual ethics training pursuant to section 112.3142, F.S.

I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE

SIGNATURE OF FILER:

Signature:

Date Signed:

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

State officers or specified state employees who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

Candidates file this form together with their filing papers.

MULTIPLE FILING UNNECESSARY: A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

WHEN TO FILE: Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2021.

NOTICE

Annual Statements of Financial Interests are due July 1. If the annual form is not filed or postmarked by September 1, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

WHO MUST FILE FORM 1:

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.

4) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

5) Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.

6) Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

7) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county

or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

8) Officers and employees of entities serving as chief administrative officer of a political subdivision.

9) Members of governing boards of charter schools operated by a city or other public entity.

10) Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

11) The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.

12) The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.

13) Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.

14) The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

15) State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.

16) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

17) Each member of the governing body of a "large-hub commercial service airport," as defined in Section 112.3144(1)(c), Florida Statutes, except for members required to comply with the financial disclosure requirements of s. 8, Article II of the State Constitution.

INSTRUCTIONS FOR COMPLETING FORM 1:

INTRODUCTORY INFORMATION (Top of Form): If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: www.ethics.state.fl.us.

NAME OF AGENCY: The name of the governmental unit which you serve or served, by which you are or were employed, or for which you are a candidate.

DISCLOSURE PERIOD: The "disclosure period" for your report is the calendar year ending December 31, 2021.

OFFICE OR POSITION HELD OR SOUGHT: The title of the office or position you hold, are seeking, or held during the disclosure period even if you have since left that position. If you are a candidate for office or are a new employee or appointee, check the appropriate box.

PUBLIC RECORD: The disclosure form and everything attached to it is a public record. Your social security number, bank account, debit, charge, and credit card numbers are not required and you should redact them from any documents you file. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address is exempt from disclosure, the Commission will maintain that confidentiality if you submit a written and notarized request.

[Return to Agenda](#)

MANNER OF CALCULATING REPORTABLE INTEREST

Filers have the option of reporting based on either thresholds that are comparative (usually, based on percentage values) or thresholds that are based on absolute dollar values. The instructions on the following pages specifically describe the different thresholds. Check the box that reflects the choice you have made. You must use the type of threshold you have chosen for each part of the form. In other words, if you choose to report based on absolute dollar value thresholds, you cannot use a percentage threshold on any part of the form.

IF YOU HAVE CHOSEN DOLLAR VALUE THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony if considered gross income under federal law, but not child support.

Examples:

- If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).
- If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).
- If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).
- If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.
- If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.
- If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

- (1) You owned (either directly or indirectly in the form of an equitable

or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

- (2) You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more accurate fair market value.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you (including, but not limited to, loans made as a candidate to your own campaign), Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts in which you have an ownership interest. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship, including bank accounts owned in such a manner, should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(7), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure

period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer, appointed school superintendent, or a commissioner of a community redevelopment agency created under Part III, Chapter 163 whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

IF YOU HAVE CHOSEN COMPARATIVE (PERCENTAGE) THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s), but income from these public sources should be included when calculating your gross income for the disclosure period. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income when calculating your gross income and disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded 5% of the gross income received by you in your own name or by any other person for your benefit or use during the disclosure period.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony if considered gross income under federal law, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than 5% of your gross income from the company, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded 5% of your gross income, then list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded 5% of your total gross income, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and

bonds, list each individual company from which you derived more than 5% of your gross income. Do not aggregate all of your investment income.

— If more than 5% of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address, and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than 5% of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A, "Primary Sources of Income," if it meets the reporting threshold. You will **not** have anything to report **unless** during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and**,

(2) You received more than 10% of your gross income from that business entity; **and**,

(3) You received more than \$1,500 in gross income from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

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Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than 10% of your gross income—an amount that was more than \$1,500. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the thresholds listed above. You should list each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes, if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more accurate fair market value.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than 10% of your total assets, and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you (including, but not limited to, loans made as a candidate to your own campaign), Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts in which you have an ownership interest. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CD's and savings accounts with the same bank.

Calculations: To determine whether the intangible property exceeds 10% of your total assets, total the fair market value of all of your assets (including real property, intangible property, and tangible personal property such as jewelry, furniture, etc.). When making this calculation, do not subtract any liabilities (debts) that may relate to the property. Multiply the total figure by 10% to arrive at the disclosure threshold. List only the intangibles that exceed this threshold amount. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number which can be found on the lease document). Property that is only jointly owned property should be valued according to the percentage of your joint ownership. Property owned as tenants by the entirety or as joint tenants with right of survivorship, including bank accounts owned in such a manner, should be valued at 100%. None of your calculations or the value of the property have to be disclosed on the form.

Example: You own 50% of the stock of a small corporation that is worth \$100,000, the estimated fair market value of your home and other property (bank accounts, automobile, furniture, etc.) is \$200,000. As your total assets are worth \$250,000, you must disclose intangibles worth over \$25,000. Since the value of the stock exceeds this threshold, you should list "stock" and the name of the corporation. If your accounts with a particular bank exceed \$25,000, you should list "bank accounts" and bank's name.

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed any amount that, at any time during the disclosure period, exceeded your net worth. You are not required to list the amount of any debt or your net worth. You do not have to disclose: credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, it is not a contingent liability.

Calculations: To determine whether the debt exceeds your net worth, total all of your liabilities (including promissory notes, mortgages, credit card debts, judgments against you, etc.). The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. Subtract the sum total of your liabilities from the value of all your assets as calculated above for Part D. This is your "net worth." List each creditor to whom your debt exceeded this amount unless it is one of the types of indebtedness listed in the paragraph above (credit card and retail installment accounts, etc.). Joint liabilities with others for which you are "jointly and severally liable," meaning that you may be liable for either your part or the whole of the obligation, should be included in your calculations at 100% of the amount owed.

Example: You owe \$15,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 (with spouse) to a savings and loan for a home mortgage. Your home (owned by you and your spouse) is worth \$80,000 and your other property is worth \$20,000. Since your net worth is \$20,000 (\$100,000 minus \$80,000), you must report only the name and address of the savings and loan.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(7), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with, the types of businesses listed above. You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer, appointed school superintendent, or a commissioner of a community redevelopment agency created under Part III, Chapter 163 whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

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EXHIBIT 4

FLORIDA COMMISSION ON ETHICS



GUIDE
to the
SUNSHINE AMENDMENT
and
CODE of ETHICS
for Public Officers and Employees

2022

State of Florida
COMMISSION ON ETHICS

Michelle Anchors
Fort Walton Beach

Antonio Carvajal
Tallahassee

Travis Cummings
Fleming Island

Don Gaetz
Niceville

Glenton “Glen” Gilzean, Jr.
Orlando

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P.O. Drawer 15709
Tallahassee, FL 32317-5709
www.ethics.state.fl.us
(850) 488-7864*

*Please direct all requests for information to this number.

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I. HISTORY OF FLORIDA'S ETHICS LAWS

Florida has been a leader among the states in establishing ethics standards for public officials and recognizing the right of citizens to protect the public trust against abuse. Our state Constitution was revised in 1968 to require a code of ethics, prescribed by law, for all state employees and non-judicial officers prohibiting conflict between public duty and private interests.

Florida's first successful constitutional initiative resulted in the adoption of the Sunshine Amendment in 1976, providing additional constitutional guarantees concerning ethics in government. In the area of enforcement, the Sunshine Amendment requires that there be an independent commission (the Commission on Ethics) to investigate complaints concerning breaches of public trust by public officers and employees other than judges.

The Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. Foremost among the goals of the Code is to promote the public interest and maintain the respect of the people for their government. The Code is also intended to ensure that public officials conduct themselves independently and impartially, not using their offices for private gain other than compensation provided by law. While seeking to protect the integrity of government, the Code also seeks to avoid the creation of unnecessary barriers to public service.

Criminal penalties, which initially applied to violations of the Code, were eliminated in 1974 in favor of administrative enforcement. The Legislature created the Commission on Ethics that year "to serve as guardian of the standards of conduct" for public officials, state and local. Five of the Commission's nine members are appointed by the Governor, and two each are appointed by the President of the Senate and Speaker of the House of Representatives. No more than five Commission members may be members of the same political party, and none may be lobbyists, or hold any public employment during their two-year terms of office. A chair is selected from among the members to serve a one-year term and may not succeed himself or herself.

In 2018, Florida's Constitutional Revision Commission proposed, and the voters adopted, changes to Article II, Section 8. The earliest of the changes will take effect December 31, 2020, and will prohibit officials from abusing their position to obtain a disproportionate benefit for themselves or their spouse, child, or employer, or for a business with which the official contracts or is an officer, partner, director, sole proprietor, or in which the official owns an interest. Other changes made to the Constitution place restrictions on lobbying by certain officeholders and employees, and put additional limits on lobbying by former public officers and employees. These changes will become effective December 31, 2022.

II. ROLE OF THE COMMISSION ON ETHICS

In addition to its constitutional duties regarding the investigation of complaints, the Commission:

- Renders advisory opinions to public officials;
- Prescribes forms for public disclosure;
- Prepares mailing lists of public officials subject to financial disclosure for use by Supervisors of Elections and the Commission in distributing forms and notifying delinquent filers;
- Makes recommendations to disciplinary officials when appropriate for violations of ethics and disclosure laws, since it does not impose penalties;
- Administers the Executive Branch Lobbyist Registration and Reporting Law;
- Maintains financial disclosure filings of constitutional officers and state officers and employees; and,
- Administers automatic fines for public officers and employees who fail to timely file required annual financial disclosure.

III. THE ETHICS LAWS

The ethics laws generally consist of two types of provisions, those prohibiting certain actions or conduct and those requiring that certain disclosures be made to the public. The following descriptions of these laws have been simplified in an effort to provide notice of their requirements. Therefore, we suggest that you also review the wording of the actual law. Citations to the appropriate laws are in brackets.

The laws summarized below apply generally to all public officers and employees, state and local, including members of advisory bodies. The principal exception to this broad coverage is the exclusion of judges, as they fall within the jurisdiction of the Judicial Qualifications Commission.

Public Service Commission (PSC) members and employees, as well as members of the PSC Nominating Council, are subject to additional ethics standards that are enforced by the Commission on Ethics under Chapter 350, Florida Statutes. Further, members of the governing boards of charter schools are subject to some of the provisions of the Code of Ethics [Sec. 1002.33(26), Fla. Stat.], as are the officers, directors, chief executive officers and some employees of business entities that serve as the chief administrative or executive officer or employee of a political subdivision. [Sec. 112.3136, Fla. Stat.].

A. PROHIBITED ACTIONS OR CONDUCT

1. *Solicitation and Acceptance of Gifts*

Public officers, employees, local government attorneys, and candidates are prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor, or service, that is based on an understanding that their vote, official action, or judgment would be influenced by such gift. [Sec. 112.313(2), Fla. Stat.]

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** any gift from a political committee, lobbyist who has lobbied the official or his or her agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist or from a vendor doing business with the official's agency. [Sec. 112.3148, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees are prohibited from directly or indirectly **accepting** a gift worth more than \$100 from such a lobbyist, from a partner, firm, employer, or principal of the lobbyist, or from a political committee or vendor doing business with their agency. [Sec.112.3148, Fla. Stat.]

However, notwithstanding Sec. 112.3148, Fla. Stat., no Executive Branch lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] Typically, this would include gifts valued at less than \$100 that formerly were permitted under Section 112.3148, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

Also, persons required to file Form 1 or Form 6, and state procurement employees and members of their immediate families, are prohibited from accepting any gift from a political committee. [Sec. 112.31485, Fla. Stat.]

2. *Unauthorized Compensation*

Public officers or employees, local government attorneys, and their spouses and minor children are prohibited from accepting any compensation, payment, or thing of value when they know, or with the exercise of reasonable care should know, that it is given to influence a vote or other official action. [Sec. 112.313(4), Fla. Stat.]

3. *Misuse of Public Position*

Public officers and employees, and local government attorneys are prohibited from corruptly using or attempting to use their official positions or the resources thereof to obtain a special privilege or benefit for themselves or others. [Sec. 112.313(6), Fla. Stat.]

4. *Abuse of Public Position*

Public officers and employees are prohibited from abusing their public positions in order to obtain a disproportionate benefit for themselves or certain others. [Article II, Section 8(h), Florida Constitution.]

5. *Disclosure or Use of Certain Information*

Public officers and employees and local government attorneys are prohibited from disclosing or using information not available to the public and obtained by reason of their public position, for the personal benefit of themselves or others. [Sec. 112.313(8), Fla. Stat.]

6. *Solicitation or Acceptance of Honoraria*

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** honoraria related to their public offices or duties. [Sec. 112.3149, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees, are prohibited from knowingly **accepting** an honorarium from a political committee, lobbyist who has lobbied the person's agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist, or from a vendor doing business with the official's agency. However, they may accept the payment of expenses related to an honorarium event from such individuals or entities, provided that the expenses are disclosed. See Part III F of this brochure. [Sec. 112.3149, Fla. Stat.]

Lobbyists and their partners, firms, employers, and principals, as well as political committees and vendors, are prohibited from **giving** an honorarium to persons required to file FORM 1 or FORM 6 and to state procurement employees. Violations of this law may result in fines of up to \$5,000 and prohibitions against lobbying for up to two years. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no Executive Branch or legislative lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] This may include honorarium event related expenses that formerly

were permitted under Sec. 112.3149, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

B. PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS

1. Doing Business With One's Agency

(a) A public employee acting as a purchasing agent, or public officer acting in an official capacity, is prohibited from purchasing, renting, or leasing any realty, goods, or services for his or her agency from a business entity in which the officer or employee or his or her spouse or child owns more than a 5% interest. [Sec. 112.313(3), Fla. Stat.]

(b) A public officer or employee, acting in a private capacity, also is prohibited from renting, leasing, or selling any realty, goods, or services to his or her own agency if the officer or employee is a state officer or employee, or, if he or she is an officer or employee of a political subdivision, to that subdivision or any of its agencies. [Sec. 112.313(3), Fla. Stat.]

2. Conflicting Employment or Contractual Relationship

(a) A public officer or employee is prohibited from holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency. [Sec. 112.313(7), Fla. Stat.]

(b) A public officer or employee also is prohibited from holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties or which will impede the full and faithful discharge of the official's public duties. [Sec. 112.313(7), Fla. Stat.]

(c) Limited exceptions to this prohibition have been created in the law for legislative bodies, certain special tax districts, drainage districts, and persons whose professions or occupations qualify them to hold their public positions. [Sec. 112.313(7)(a) and (b), Fla. Stat.]

3. Exemptions—Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with one's agency and having conflicting employment may not apply:

(a) When the business is rotated among all qualified suppliers in a city or county.

(b) When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter the contract. NOTE:

Disclosure of the interest of the official, spouse, or child and the nature of the business must be filed prior to or at the time of submission of the bid on Commission FORM 3A with the Commission on Ethics or Supervisor of Elections, depending on whether the official serves at the state or local level.

(c) When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.

(d) When an emergency purchase must be made to protect the public health, safety, or welfare.

(e) When the business entity is the only source of supply within the political subdivision and there is full disclosure of the official's interest to the governing body on Commission FORM 4A.

(f) When the aggregate of any such transactions does not exceed \$500 in a calendar year.

(g) When the business transacted is the deposit of agency funds in a bank of which a county, city, or district official is an officer, director, or stockholder, so long as agency records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.

(h) When the prohibitions are waived in the case of ADVISORY BOARD MEMBERS by the appointing person or by a two-thirds vote of the appointing body (after disclosure on Commission FORM 4A).

(i) When the public officer or employee purchases in a private capacity goods or services, at a price and upon terms available to similarly situated members of the general public, from a business entity which is doing business with his or her agency.

(j) When the public officer or employee in a private capacity purchases goods or services from a business entity which is subject to the regulation of his or her agency where the price and terms of the transaction are available to similarly situated members of the general public and the officer or employee makes full disclosure of the relationship to the agency head or governing body prior to the transaction.

4. Additional Exemptions

No elected public officer is in violation of the conflicting employment prohibition when employed by a tax exempt organization contracting with his or her agency so long as the officer is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures. [Sec. 112.313(15), Fla. Stat.]

5. *Legislators Lobbying State Agencies*

A member of the Legislature is prohibited from representing another person or entity for compensation during his or her term of office before any state agency other than judicial tribunals. [Art. II, Sec. 8(e), Fla. Const., and Sec. 112.313(9), Fla. Stat.]

6. *Employees Holding Office*

A public employee is prohibited from being a member of the governing body which serves as his or her employer. [Sec. 112.313(10), Fla. Stat.]

7. *Professional and Occupational Licensing Board Members*

An officer, director, or administrator of a state, county, or regional professional or occupational organization or association, while holding such position, may not serve as a member of a state examining or licensing board for the profession or occupation. [Sec. 112.313(11), Fla. Stat.]

8. *Contractual Services: Prohibited Employment*

A state employee of the executive or judicial branch who participates in the decision-making process involving a purchase request, who influences the content of any specification or procurement standard, or who renders advice, investigation, or auditing, regarding his or her agency's contract for services, is prohibited from being employed with a person holding such a contract with his or her agency. [Sec. 112.3185(2), Fla. Stat.]

9. *Local Government Attorneys*

Local government attorneys, such as the city attorney or county attorney, and their law firms are prohibited from representing private individuals and entities before the unit of local government which they serve. A local government attorney cannot recommend or otherwise refer to his or her firm legal work involving the local government unit unless the attorney's contract authorizes or mandates the use of that firm. [Sec. 112.313(16), Fla. Stat.]

10. *Dual Public Employment*

Candidates and elected officers are prohibited from accepting public employment if they know or should know it is being offered for the purpose of influence. Further, public employment may not be accepted unless the position was already in existence or was created without the anticipation of the official's interest, was publicly advertised, and the officer had to meet the same qualifications and go through the same hiring process as other applicants. For elected public officers already holding public

employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees. [Sec. 112.3125, Fla. Stat.]

C. RESTRICTIONS ON APPOINTING, EMPLOYING, AND CONTRACTING WITH RELATIVES

1. Anti-Nepotism Law

A public official is prohibited from seeking for a relative any appointment, employment, promotion, or advancement in the agency in which he or she is serving or over which the official exercises jurisdiction or control. No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency; this includes relatives of members of collegial government bodies. NOTE: This prohibition does not apply to school districts (except as provided in Sec. 1012.23, Fla. Stat.), community colleges and state universities, or to appointments of boards, other than those with land-planning or zoning responsibilities, in municipalities of fewer than 35,000 residents. Also, the approval of budgets does not constitute “jurisdiction or control” for the purposes of this prohibition. This provision does not apply to volunteer emergency medical, firefighting, or police service providers. [Sec. 112.3135, Fla. Stat.]

2. Additional Restrictions

A state employee of the executive or judicial branch or the PSC is prohibited from directly or indirectly procuring contractual services for his or her agency from a business entity of which a relative is an officer, partner, director, or proprietor, or in which the employee, or his or her spouse, or children own more than a 5% interest. [Sec. 112.3185(6), Fla. Stat.]

D. POST OFFICE HOLDING AND EMPLOYMENT (REVOLVING DOOR) RESTRICTIONS

1. Lobbying by Former Legislators, Statewide Elected Officers, and Appointed State Officers

A member of the Legislature or a statewide elected or appointed state official is prohibited for two years following vacation of office from representing another person or entity for compensation before the government body or agency of which the individual was an officer or member. Former members of the Legislature are also prohibited for two years from lobbying the executive branch. [Art. II, Sec. 8(e), Fla. Const. and Sec. 112.313(9), Fla. Stat.]

2. Lobbying by Former State Employees

Certain employees of the executive and legislative branches of state government are prohibited from personally representing another person or entity for compensation before the

agency with which they were employed for a period of two years after leaving their positions, unless employed by another agency of state government. [Sec. 112.313(9), Fla. Stat.] These employees include the following:

(a) Executive and legislative branch employees serving in the Senior Management Service and Selected Exempt Service, as well as any person employed by the Department of the Lottery having authority over policy or procurement.

(b) Persons serving in the following position classifications: the Auditor General; the director of the Office of Program Policy Analysis and Government Accountability (OPPAGA); the Sergeant at Arms and Secretary of the Senate; the Sergeant at Arms and Clerk of the House of Representatives; the executive director and deputy executive director of the Commission on Ethics; an executive director, staff director, or deputy staff director of each joint committee, standing committee, or select committee of the Legislature; an executive director, staff director, executive assistant, legislative analyst, or attorney serving in the Office of the President of the Senate, the Office of the Speaker of the House of Representatives, the Senate Majority Party Office, the Senate Minority Party Office, the House Majority Party Office, or the House Minority Party Office; the Chancellor and Vice-Chancellors of the State University System; the general counsel to the Board of Regents; the president, vice presidents, and deans of each state university; any person hired on a contractual basis and having the power normally conferred upon such persons, by whatever title; and any person having the power normally conferred upon the above positions.

This prohibition does not apply to a person who was employed by the Legislature or other agency prior to July 1, 1989; who was a defined employee of the State University System or the Public Service Commission who held such employment on December 31, 1994; or who reached normal retirement age and retired by July 1, 1991. It does apply to OPS employees.

PENALTIES: Persons found in violation of this section are subject to the penalties contained in the Code (see PENALTIES, Part V) as well as a civil penalty in an amount equal to the compensation which the person received for the prohibited conduct. [Sec. 112.313(9)(a)5, Fla. Stat.]

3. Additional Restrictions on Former State Employees

A former executive or judicial branch employee or PSC employee is prohibited from having employment or a contractual relationship, at any time after retirement or termination of employment, with any business entity (other than a public agency) in connection with a contract in which the employee participated personally and substantially by recommendation or decision while a public employee. [Sec. 112.3185(3), Fla. Stat.]

A former executive or judicial branch employee or PSC employee who has retired or terminated employment is prohibited from having any employment or contractual relationship for two years with any business entity (other than a public agency) in connection with a contract for services which was within his or her responsibility while serving as a state employee. [Sec.112.3185(4), Fla. Stat.]

Unless waived by the agency head, a former executive or judicial branch employee or PSC employee may not be paid more for contractual services provided by him or her to the former agency during the first year after leaving the agency than his or her annual salary before leaving. [Sec. 112.3185(5), Fla. Stat.]

These prohibitions do not apply to PSC employees who were so employed on or before Dec. 31, 1994.

4. Lobbying by Former Local Government Officers and Employees

A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office. Appointed officers and employees of counties, municipalities, school districts, and special districts may be subject to a similar restriction by local ordinance or resolution. [Sec. 112.313(13) and (14), Fla. Stat.]

E. VOTING CONFLICTS OF INTEREST

State public officers are prohibited from voting in an official capacity on any measure which they know would inure to their own special private gain or loss. A state public officer who abstains, or who votes on a measure which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, must make every reasonable effort to file a memorandum of voting conflict with the recording secretary in advance of the vote. If that is not possible, it must be filed within 15 days after the vote occurs. The memorandum must disclose the nature of the officer's interest in the matter.

No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter. However, members of

community redevelopment agencies and district officers elected on a one-acre, one-vote basis are not required to abstain when voting in that capacity.

No appointed state or local officer shall participate in any matter which would inure to the officer's special private gain or loss, the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, without first disclosing the nature of his or her interest in the matter. The memorandum of voting conflict (Commission Form 8A or 8B) must be filed with the meeting's recording officer, be provided to the other members of the agency, and be read publicly at the next meeting.

If the conflict is unknown or not disclosed prior to the meeting, the appointed official must orally disclose the conflict at the meeting when the conflict becomes known. Also, a written memorandum of voting conflict must be filed with the meeting's recording officer within 15 days of the disclosure being made and must be provided to the other members of the agency, with the disclosure being read publicly at the next scheduled meeting. [Sec. 112.3143, Fla. Stat.]

F. DISCLOSURES

Conflicts of interest may occur when public officials are in a position to make decisions that affect their personal financial interests. This is why public officers and employees, as well as candidates who run for public office, are required to publicly disclose their financial interests. The disclosure process serves to remind officials of their obligation to put the public interest above personal considerations. It also helps citizens to monitor the considerations of those who spend their tax dollars and participate in public policy decisions or administration.

All public officials and candidates do not file the same degree of disclosure; nor do they all file at the same time or place. Thus, care must be taken to determine which disclosure forms a particular official or candidate is required to file.

The following forms are described below to set forth the requirements of the various disclosures and the steps for correctly providing the information in a timely manner.

1. FORM 1 - Limited Financial Disclosure

Who Must File:

Persons required to file FORM 1 include all state officers, local officers, candidates for local elective office, and specified state employees as defined below (other than those officers who are required by law to file FORM 6).

STATE OFFICERS include:

- 1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

- 2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies; but including judicial nominating commission members; directors of Enterprise Florida, Scripps Florida Funding Corporation, and CareerSource Florida, and members of the Council on the Social Status of Black Men and Boys; the Executive Director, governors, and senior managers of Citizens Property Insurance Corporation; governors and senior managers of Florida Workers' Compensation Joint Underwriting Association, board members of the Northeast Florida Regional Transportation Commission, and members of the board of Triumph Gulf Coast, Inc.; members of the board of Florida is for Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

- 3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, local boards of trustees and presidents of state universities, and members of the Florida Prepaid College Board.

LOCAL OFFICERS include:

- 1) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

- 2) Appointed members of the following boards, councils, commissions, authorities, or other bodies of any county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; a community college or junior college district board of trustees; a board having the power to enforce local code provisions; a planning or zoning board, board of adjustments or appeals, community redevelopment agency board, or other board having the power to recommend, create, or modify land planning or zoning within the political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; a pension board or retirement board empowered to invest pension or retirement funds or to determine entitlement to or amount of a pension or other retirement benefit.

3) Any other appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

4) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

5) Members of governing boards of charter schools operated by a city or other public entity.

6) The officers, directors, and chief executive officer of a corporation, partnership, or other business entity that is serving as the chief administrative or executive officer or employee of a political subdivision, and any business entity employee who is acting as the chief administrative or executive officer or employee of the political subdivision. [Sec. 112.3136, Fla. Stat.]

SPECIFIED STATE EMPLOYEE includes:

1) Employees in the Office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

2) The following positions in each state department, commission, board, or council: secretary or state surgeon general, assistant or deputy secretary, executive director, assistant or deputy executive director, and anyone having the power normally conferred upon such persons, regardless of title.

3) The following positions in each state department or division: director, assistant or deputy director, bureau chief, assistant bureau chief, and any person having the power normally conferred upon such persons, regardless of title.

4) Assistant state attorneys, assistant public defenders, criminal conflict and civil regional counsel, assistant criminal conflict and civil regional counsel, public counsel, full-time state employees serving as counsel or assistant counsel to a state agency, judges of compensation claims, administrative law judges, and hearing officers.

5) The superintendent or director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

6) State agency business managers, finance and accounting directors, personnel officers, grant coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.

7) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

What Must Be Disclosed:

FORM 1 requirements are set forth fully on the form. In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. NO DOLLAR VALUES ARE REQUIRED TO BE LISTED. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When to File:

CANDIDATES for elected local office must file FORM 1 together with and at the same time they file their qualifying papers.

STATE and LOCAL OFFICERS and SPECIFIED STATE EMPLOYEES are required to file disclosure by July 1 of each year. They also must file within thirty days from the date of appointment or the beginning of employment. Those appointees requiring Senate confirmation must file prior to confirmation.

Where to File:

Each LOCAL OFFICER files FORM 1 with the Supervisor of Elections in the county in which he or she permanently resides.

A STATE OFFICER or SPECIFIED STATE EMPLOYEE files with the Commission on Ethics. [Sec. 112.3145, Fla. Stat.]

2. *FORM 1F - Final Form 1 Limited Financial Disclosure*

FORM 1F is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 1 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

3. *FORM 2 - Quarterly Client Disclosure*

The state officers, local officers, and specified state employees listed above, as well as elected constitutional officers, must file a FORM 2 if they or a partner or associate of their professional firm represent a client for compensation before an agency at their level of government.

A FORM 2 disclosure includes the names of clients represented by the reporting person or by any partner or associate of his or her professional firm for a fee or commission before agencies at the reporting person's level of government. Such representations do not include appearances in ministerial matters, appearances before judges of compensation claims, or representations on behalf of one's agency in one's official capacity. Nor does the term include the preparation and filing of forms and applications merely for the purpose of obtaining or transferring a license, so long as the issuance of the license does not require a variance, special consideration, or a certificate of public convenience and necessity.

When to File:

This disclosure should be filed quarterly, by the end of the calendar quarter following the calendar quarter during which a reportable representation was made. FORM 2 need not be filed merely to indicate that no reportable representations occurred during the preceding quarter; it should be filed ONLY when reportable representations were made during the quarter.

Where To File:

LOCAL OFFICERS file with the Supervisor of Elections of the county in which they permanently reside.

STATE OFFICERS and SPECIFIED STATE EMPLOYEES file with the Commission on Ethics. [Sec. 112.3145(4), Fla. Stat.]

4. *FORM 6 - Full and Public Disclosure*

Who Must File:

Persons required by law to file FORM 6 include all elected constitutional officers and candidates for such office; the mayor and members of the city council and candidates for these offices in Jacksonville; the Duval County Superintendent of Schools; judges of compensation claims (pursuant to Sec. 440.442, Fla. Stat.); members of the Florida Housing Finance Corporation Board and members of expressway authorities, transportation authorities (except the Jacksonville Transportation Authority), bridge authority, or toll authorities created pursuant to Ch. 348 or 343, or 349, or other general law.

What Must be Disclosed:

FORM 6 is a detailed disclosure of assets, liabilities, and sources of income over \$1,000 and their values, as well as net worth. Officials may opt to file their most recent income tax return in lieu of listing sources of income but still must disclose their assets, liabilities, and net worth. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When and Where To File:

Incumbent officials must file FORM 6 annually by July 1 with the Commission on Ethics. CANDIDATES must file with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

Beginning January 1, 2022, all Form 6 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable on the Commission's website.

5. *FORM 6F - Final Form 6 Full and Public Disclosure*

This is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 6 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

6. *FORM 9 - Quarterly Gift Disclosure*

Each person required to file FORM 1 or FORM 6, and each state procurement employee, must file a FORM 9, Quarterly Gift Disclosure, with the Commission on Ethics on the last day of any calendar quarter following the calendar quarter in which he or she received a gift worth more than \$100, other than gifts

from relatives, gifts prohibited from being accepted, gifts primarily associated with his or her business or employment, and gifts otherwise required to be disclosed. FORM 9 NEED NOT BE FILED if no such gift was received during the calendar quarter.

Information to be disclosed includes a description of the gift and its value, the name and address of the donor, the date of the gift, and a copy of any receipt for the gift provided by the donor. [Sec. 112.3148, Fla. Stat.]

7. FORM 10 - Annual Disclosure of Gifts from Government Agencies and Direct-Support Organizations and Honorarium Event Related Expenses

State government entities, airport authorities, counties, municipalities, school boards, water management districts, and the South Florida Regional Transportation Authority, may give a gift worth more than \$100 to a person required to file FORM 1 or FORM 6, and to state procurement employees, if a public purpose can be shown for the gift. Also, a direct-support organization for a governmental entity may give such a gift to a person who is an officer or employee of that entity. These gifts are to be reported on FORM 10, to be filed by July 1.

The governmental entity or direct-support organization giving the gift must provide the officer or employee with a statement about the gift no later than March 1 of the following year. The officer or employee then must disclose this information by filing a statement by July 1 with his or her annual financial disclosure that describes the gift and lists the donor, the date of the gift, and the value of the total gifts provided during the calendar year. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3148, Fla. Stat.]

In addition, a person required to file FORM 1 or FORM 6, or a state procurement employee, who receives expenses or payment of expenses related to an honorarium event from someone who is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on FORM 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

The disclosure must be filed by July 1, for expenses received during the previous calendar year, with the officer's or employee's FORM 1 or FORM 6. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no executive branch or legislative lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the

purpose of lobbying. This may include gifts or honorarium event related expenses that formerly were permitted under Sections 112.3148 and 112.3149. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts, which include anything not primarily related to political activities authorized under ch. 106, are prohibited from political committees. [Sec. 112.31485 Fla. Stat.]

8. *FORM 30 - Donor's Quarterly Gift Disclosure*

As mentioned above, the following persons and entities generally are prohibited from giving a gift worth more than \$100 to a reporting individual (a person required to file FORM 1 or FORM 6) or to a state procurement employee: a political committee; a lobbyist who lobbies the reporting individual's or procurement employee's agency, and the partner, firm, employer, or principal of such a lobbyist; and vendors. If such person or entity makes a gift worth between \$25 and \$100 to a reporting individual or state procurement employee (that is not accepted in behalf of a governmental entity or charitable organization), the gift should be reported on FORM 30. The donor also must notify the recipient at the time the gift is made that it will be reported.

The FORM 30 should be filed by the last day of the calendar quarter following the calendar quarter in which the gift was made. If the gift was made to an individual in the legislative branch, FORM 30 should be filed with the Lobbyist Registrar. [See page 35 for address.] If the gift was to any other reporting individual or state procurement employee, FORM 30 should be filed with the Commission on Ethics.

However, notwithstanding Section 112.3148, Fla. Stat., no executive branch lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. This may include gifts that formerly were permitted under Section 112.3148. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts from political committees are prohibited. [Sec. 112.31485, Fla. Stat.]

9. *FORM 1X AND FORM 6X - Amendments to Form 1 and Form 6*

These forms are provided for officers or employees to amend their previously filed Form 1 or Form 6.

IV. AVAILABILITY OF FORMS

LOCAL OFFICERS and EMPLOYEES who must file FORM 1 annually will be sent the form by mail from the Supervisor of Elections in the county in which they permanently reside not later than JUNE 1 of each year. Newly elected and appointed officials or employees should contact the heads of their agencies for copies of the form or download it from www.ethics.state.fl.us, as should those persons who are required to file their final disclosure statements within 60 days of leaving office or employment. The Form 1 will be filed electronically with the Florida Commission on Ethics via the Electronic Financial Disclosure Management System (EFDMS), beginning in 2023.

Beginning January 1, 2022, ELECTED CONSTITUTIONAL OFFICERS and other officials who must file Form 6 annually must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Form 6 filers will receive an emailed invitation to register for EFDMS in March 2022. Filers requiring earlier access should contact the Commission to request an invitation. Filers must maintain an updated email address in their User Profile in EFDMS.

OTHER STATE OFFICERS, and SPECIFIED STATE EMPLOYEES who must file Form 1 annually will be sent the forms by mail from the Florida Commission on Ethics by June 1, 2022. Newly elected and appointed officers and employees should contact the head of their agencies for copies of the form or download the form from www.ethics.state.fl.us, as should those persons who are required to file their final financial disclosure statement within 60 days of leaving office or employment.

V. PENALTIES

A. *Non-criminal Penalties for Violation of the Sunshine Amendment and the Code of Ethics*

There are no criminal penalties for violation of the Sunshine Amendment and the Code of Ethics. Penalties for violation of these laws may include: impeachment, removal from office or employment, suspension, public censure, reprimand, demotion, reduction in salary level, forfeiture of no more than one-third salary per month for no more than twelve months, a civil penalty not to exceed \$10,000, and restitution of any pecuniary benefits received, and triple the value of a gift from a political committee.

B. *Penalties for Candidates*

CANDIDATES for public office who are found in violation of the Sunshine Amendment or the Code of Ethics may be subject to one or more of the following penalties: disqualification from being on the ballot, public censure, reprimand, or a civil penalty not to exceed \$10,000, and triple the value of a gift received from a political committee.

C. Penalties for Former Officers and Employees

FORMER PUBLIC OFFICERS or EMPLOYEES who are found in violation of a provision applicable to former officers or employees or whose violation occurred prior to such officer's or employee's leaving public office or employment may be subject to one or more of the following penalties: public censure and reprimand, a civil penalty not to exceed \$10,000, and restitution of any pecuniary benefits received, and triple the value of a gift received from a political committee.

D. Penalties for Lobbyists and Others

An executive branch lobbyist who has failed to comply with the Executive Branch Lobbying Registration law (see Part VIII) may be fined up to \$5,000, reprimanded, censured, or prohibited from lobbying executive branch agencies for up to two years. Lobbyists, their employers, principals, partners, and firms, and political committees and committees of continuous existence who give a prohibited gift or honorarium or fail to comply with the gift reporting requirements for gifts worth between \$25 and \$100, may be penalized by a fine of not more than \$5,000 and a prohibition on lobbying, or employing a lobbyist to lobby, before the agency of the public officer or employee to whom the gift was given for up to two years. Any agent or person acting on behalf of a political committee giving a prohibited gift is personally liable for a civil penalty of up to triple the value of the gift.

Executive Branch lobbying firms that fail to timely file their quarterly compensation reports may be fined \$50 per day per report for each day the report is late, up to a maximum fine of \$5,000 per report.

E. Felony Convictions: Forfeiture of Retirement Benefits

Public officers and employees are subject to forfeiture of all rights and benefits under the retirement system to which they belong if convicted of certain offenses. The offenses include embezzlement or theft of public funds; bribery; felonies specified in Chapter 838, Florida Statutes; impeachable offenses; and felonies committed with intent to defraud the public or their public agency. [Sec. 112.3173, Fla. Stat.]

F. Automatic Penalties for Failure to File Annual Disclosure

Public officers and employees required to file either Form 1 or Form 6 annual financial disclosure are subject to automatic fines of \$25 for each day late the form is filed after September 1, up to a maximum penalty of \$1,500. [Sec. 112.3144 and 112.3145, Fla. Stat.]

VI. ADVISORY OPINIONS

Conflicts of interest may be avoided by greater awareness of the ethics laws on the part of public officials and employees through advisory assistance from the Commission on Ethics.

A. Who Can Request an Opinion

Any public officer, candidate for public office, or public employee in Florida who is in doubt about the applicability of the standards of conduct or disclosure laws to himself or herself, or anyone who has the power to hire or terminate another public employee, may seek an advisory opinion from the Commission about himself or herself or that employee.

B. How to Request an Opinion

Opinions may be requested by letter presenting a question based on a real situation and including a detailed description of the situation. Opinions are issued by the Commission and are binding on the conduct of the person who is the subject of the opinion, unless material facts were omitted or misstated in the request for the opinion. Published opinions will not bear the name of the persons involved unless they consent to the use of their names; however, the request and all information pertaining to it is a public record, made available to the Commission and to members of the public in advance of the Commission's consideration of the question.

C. How to Obtain Published Opinions

All of the Commission's opinions are available for viewing or download at its website:
www.ethics.state.fl.us.

VII. COMPLAINTS

A. Citizen Involvement

The Commission on Ethics cannot conduct investigations of alleged violations of the Sunshine Amendment or the Code of Ethics unless a person files a sworn complaint with the Commission alleging such violation has occurred, or a referral is received, as discussed below.

If you have knowledge that a person in government has violated the standards of conduct or disclosure laws described above, you may report these violations to the Commission by filing a sworn complaint on the form prescribed by the Commission and available for download at

www.ethics.state.fl.us. The Commission is unable to take action based on learning of such misdeeds through newspaper reports, telephone calls, or letters.

You can obtain a complaint form (FORM 50), by contacting the Commission office at the address or phone number shown on the inside front cover of this booklet, or you can download it from the Commission's website:
www.ethics.state.fl.us.

B. Referrals

The Commission may accept referrals from: the Governor, the Florida Department of Law Enforcement, a State Attorney, or a U.S. Attorney. A vote of six of the Commission's nine members is required to proceed on such a referral.

C. Confidentiality

The complaint or referral, as well as all proceedings and records relating thereto, is confidential until the accused requests that such records be made public or until the matter reaches a stage in the Commission's proceedings where it becomes public. This means that unless the Commission receives a written waiver of confidentiality from the accused, the Commission is not free to release any documents or to comment on a complaint or referral to members of the public or press, so long as the complaint or referral remains in a confidential stage.

A COMPLAINT OR REFERRAL MAY NOT BE FILED WITH RESPECT TO A CANDIDATE ON THE DAY OF THE ELECTION, OR WITHIN THE 30 CALENDAR DAYS PRECEDING THE ELECTION DATE, UNLESS IT IS BASED ON PERSONAL INFORMATION OR INFORMATION OTHER THAN HEARSAY.

D. How the Complaint Process Works

Complaints which allege a matter within the Commission's jurisdiction are assigned a tracking number and Commission staff forwards a copy of the original sworn complaint to the accused within five working days of its receipt. Any subsequent sworn amendments to the complaint also are transmitted within five working days of their receipt.

Once a complaint is filed, it goes through three procedural stages under the Commission's rules. The first stage is a determination of whether the allegations of the complaint are legally sufficient: that is, whether they indicate a possible violation of any law over which the Commission has jurisdiction. If the complaint is found not to be legally sufficient, the Commission will order that the complaint be dismissed without investigation, and all records relating to the complaint will become public at that time.

In cases of very minor financial disclosure violations, the official will be allowed an opportunity to correct or amend his or her disclosure form. Otherwise, if the complaint is found to be legally sufficient, a preliminary investigation will be undertaken by the investigative staff of the Commission. The second stage of the Commission's proceedings involves this preliminary investigation and a decision by the Commission as to whether there is probable cause to believe that there has been a violation of any of the ethics laws. If the Commission finds no probable cause to believe there has been a violation of the ethics laws, the complaint will be dismissed and will become a matter of public record. If the Commission finds probable cause to believe there has been a violation of the ethics laws, the complaint becomes public and usually enters the third stage of proceedings. This stage requires the Commission to decide whether the law was actually violated and, if so, whether a penalty should be recommended. At this stage, the accused has the right to request a public hearing (trial) at which evidence is presented, or the Commission may order that such a hearing be held. Public hearings usually are held in or near the area where the alleged violation occurred.

When the Commission concludes that a violation has been committed, it issues a public report of its findings and may recommend one or more penalties to the appropriate disciplinary body or official.

When the Commission determines that a person has filed a complaint with knowledge that the complaint contains one or more false allegations or with reckless disregard for whether the complaint contains false allegations, the complainant will be liable for costs plus reasonable attorney's fees incurred by the person complained against. The Department of Legal Affairs may bring a civil action to recover such fees and costs, if they are not paid voluntarily within 30 days.

E. Dismissal of Complaints At Any Stage of Disposition

The Commission may, at its discretion, dismiss any complaint at any stage of disposition should it determine that the public interest would not be served by proceeding further, in which case the Commission will issue a public report stating with particularity its reasons for the dismissal. [Sec. 112.324(12), Fla. Stat.]

F. Statute of Limitations

All sworn complaints alleging a violation of the Sunshine Amendment or the Code of Ethics must be filed with the Commission within five years of the alleged violation or other breach of the public trust. Time starts to run on the day AFTER the violation or breach of public trust is committed. The statute of limitations is tolled on the day a sworn complaint is filed with the Commission. If a complaint is filed and the statute of limitations has run, the complaint will be dismissed. [Sec. 112.3231, Fla. Stat.]

VIII. EXECUTIVE BRANCH LOBBYING

Any person who, for compensation and on behalf of another, lobbies an agency of the executive branch of state government with respect to a decision in the area of policy or procurement may be required to register as an executive branch lobbyist. Registration is required before lobbying an agency and is renewable annually. In addition, each lobbying firm must file a compensation report with the Commission for each calendar quarter during any portion of which one or more of the firm's lobbyists were registered to represent a principal. As noted above, no executive branch lobbyist or principal can make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 can knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.]

Paying an executive branch lobbyist a contingency fee based upon the outcome of any specific executive branch action, and receiving such a fee, is prohibited. A violation of this prohibition is a first degree misdemeanor, and the amount received is subject to forfeiture. This does not prohibit sales people from receiving a commission. [Sec. 112.3217, Fla. Stat.]

Executive branch departments, state universities, community colleges, and water management districts are prohibited from using public funds to retain an executive branch (or legislative branch) lobbyist, although these agencies may use full-time employees as lobbyists. [Sec. 11.062, Fla. Stat.]

Online registration and filing is available at www.floridalobbyist.gov. Additional information about the executive branch lobbyist registration system may be obtained by contacting the Lobbyist Registrar at the following address:

Executive Branch Lobbyist Registration
Room G-68, Claude Pepper Building
111 W. Madison Street
Tallahassee, FL 32399-1425
Phone: 850/922-4987

IX. WHISTLE-BLOWER'S ACT

In 1986, the Legislature enacted a "Whistle-blower's Act" to protect employees of agencies and government contractors from adverse personnel actions in retaliation for disclosing information in a sworn complaint alleging certain types of improper activities. Since then, the Legislature has revised this law to afford greater protection to these employees.

While this language is contained within the Code of Ethics, the Commission has no jurisdiction or authority to proceed against persons who violate this Act. Therefore, a person who has disclosed

information alleging improper conduct governed by this law and who may suffer adverse consequences as a result should contact one or more of the following: the Office of the Chief Inspector General in the Executive Office of the Governor; the Department of Legal Affairs; the Florida Commission on Human Relations; or a private attorney. [Sec. 112.3187 - 112.31895, Fla. Stat.]

X. ADDITIONAL INFORMATION

As mentioned above, we suggest that you review the language used in each law for a more detailed understanding of Florida's ethics laws. The "Sunshine Amendment" is Article II, Section 8, of the Florida Constitution. The Code of Ethics for Public Officers and Employees is contained in Part III of Chapter 112, Florida Statutes.

Additional information about the Commission's functions and interpretations of these laws may be found in Chapter 34 of the Florida Administrative Code, where the Commission's rules are published, and in The Florida Administrative Law Reports, which until 2005 published many of the Commission's final orders. The Commission's rules, orders, and opinions also are available at www.ethics.state.fl.us.

If you are a public officer or employee concerned about your obligations under these laws, the staff of the Commission will be happy to respond to oral and written inquiries by providing information about the law, the Commission's interpretations of the law, and the Commission's procedures.

XI. TRAINING

Constitutional officers, elected municipal officers, and commissioners of community redevelopment agencies (CRAs) are required to receive a total of four hours training, per calendar year, in the area of ethics, public records, and open meetings. The Commission on Ethics does not track compliance or certify providers.

Visit the training page on the Commission's website for up-to-date rules, opinions, audio/video training, and opportunities for live training conducted by Commission staff. A comprehensive online training course addressing Florida's Code of Ethics, as well as Sunshine Law, and Public Records Act is available via a link on the Commission's homepage.

EXHIBIT 5

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT ELECTING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, a general election affecting seats on the Board of Supervisors occurred on November 8, 2022, as required by Chapter 190

WHEREAS, pursuant to the District's Rule of Procedure 1.2(4) and Section 190.006(6), *Florida Statutes*, after each election, the Board of Supervisors ("**Board**") shall organize by electing one of its members as Chair and by electing a Secretary, and such other officers as the Board may deem necessary.

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

1. **DISTRICT OFFICERS.** The District officers are as follows:

_____ Is appointed Chair

_____ Is appointed Vice Chair

_____ Is appointed Assistant Secretary

_____ Is appointed Assistant Secretary

_____ Is appointed Assistant Secretary

2. **CONFLICTS.** All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 1st day of December, 2022

Attest:

**GRAND HAVEN COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT 6

GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS CODE OF CONDUCT

IN PUBLIC ADVERTISED MEETINGS AND WORKSHOPS

Use Formal Titles

The Board should refer to one another formally during public meetings as Chairman or Supervisor, followed by the individual's last name.

Practice Civility & Decorum in Discussions & Debate

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow, however, Board Members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated.

Honor the Role of the Chair in Maintaining Order

It is the responsibility of the Chair to keep the command of Board Members on track during public meetings. Board Members should honor efforts by the Chair to focus discussion on current agenda items. If there is disagreement about the agenda or the Chair's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.

Avoid Personal Comments that Could Offend Other Board Members

If a Board and/or Staff Member is personally offended by the remarks of another Board Member, the offended Board and/or Staff Member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other Board Member to justify or apologize for the language used. The Chair will maintain control of this discussion.

Demonstrate Effective Problem-Solving Approaches

Board Members have a public stage to show how individuals with different points of view can find common ground and seek a compromise that benefits the community as a whole.

BOARD CONDUCT WITH DISTRICT STAFF

Governance of a District relies on the cooperative efforts of elected officials, who set policy, and District staff, who implements and administers the Board's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

Treat All Staff as Professionals

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

Limit Contact to Specific District Staff

Questions of District staff and/or requests for additional background information should be directed only to the District Manager or Field Operations Manager. The District Manager should be copied on any request.

Requests for follow-up or directions to staff should be made only through the District Manager when appropriate. When in doubt about what staff contact is appropriate, Board Members should ask the District Manager for direction. Materials supplied to Board Members in response to a request will be made available to all members of the Board so that all have equal access to information.

Do Not Disrupt District Staff from Their Job

Board Members should not disrupt District staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met.

Never Publicly Criticize an Individual Employee

Board Members should never express concerns about the performance of a District employee in public, or to the employee directly. Comments about staff performance should only be made to the District Manager or the Field Operations Manager, as is appropriate, through private correspondence or conversation.

Do Not Get Involved in Administrative Functions

Board Members must not attempt to influence District staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of District licenses and permits.

Check with District Staff on Correspondence Before Taking Action

Before sending correspondence, Board Members should check with the District staff to see if any official District response has already been sent or is in progress.

Do Not Attend Meetings with District Staff Unless Requested by Staff

Even if the Board Member does not say anything, the Board Member’s presence implies support, shows partiality, intimidates staff, and hampers staff’s ability to do their job objectively.

Limit Requests for Staff Support

Requests for additional staff support – even in high priority or emergency situations – should be made to the District Manager who is responsible for allocating District resources in order to maintain a professional, well-run District government.

Do Not Solicit Political Support from Staff

Board Members should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from District staff. District staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

No Social Media Postings

PASSED AND ADOPTED this ____ day of _____, 2022 by the Board of Supervisors of the Grand Haven Community Development District, Flagler County, Florida.

Secretary

Board Member

EXHIBIT 7



Monthly Amenity Update

Date of report: 11-21-2022

Submitted by John Lucansky

Supervisors,

The holidays are right around the corner and November has brought cooler temps and increased numbers of residents using the amenities. There are many neighborhood parties scheduled in December along with the tree lighting with FPCHS choir singing holiday carols, our ever so popular trivia and bingo. Finally, the month will end with the News Years Eve celebration featuring Southern Chaos performing. Signs ups have increased for all amenities and a steady increase of guest are visiting. We are looking forward to the scheduled holiday events and welcoming everyone.

John

Amenities Update:

Storm update:

We didn't have the extensive damage and debris that hurricane Ian brought. Amenities were closed on Wednesday and Thursday. Friday we were able to get all amenities open by 12:00. Cudos to all amenity staff and special thanks to operational staff with helping us open so quickly.

Pools:

Pools were mostly full of debris from the storm. Staff was able to clean all pools and spas and get chemicals back to normal by the Friday opening. No major damage to the water amenities.

Tennis/Pickleball Courts:

The tennis courts lost a good amount of clay due to the storm. Clay will need to be applied, especially on the west side of courts 2 and 4. Clay was reordered right after Ian but will not be here until the first week of December. As soon as it arrives, we will schedule a day or two to spread it.

Tennis court net caps have been cleaned and re-attached after the storm.

Courts were rolled right after the storm and will be rolled again the week of Thanksgiving.

Windscreens have been ordered by the Operations division and will be installed as soon as they come in.

Pickleball courts remain in excellent shape and did not receive damage from the storm.

Bocce Courts:

Bocce courts had minor debris from the storm. Clay needed heavy raking and then fine brushing to be ready for the reopening.

Café:

Healthy department re-inspection All complied

STATE OF FLORIDA
DIVISION OF HOTELS AND RESTAURANTS
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
www.myfloridalicense.com

Callback Report

This inspection report must be made public upon request per Florida law.

MET INSPECTION STANDARDS during this visit.			
Complied			
Inspection Date:	Nov 16, 2022 07:54 - Nov 16, 2022 08:06	License Expiration:	June 1, 2023
License Number:	2800528 Rank: SEAT	Inspection Reason:	Routine - Food
Owner Name:	AMENITY FOOD & BEVERAGE INC	Business Name:	VILLAGE CENTER CAFE
Location Address:	2001 WATERSIDE PKWY PALM COAST FL 32137	License Type:	Permanent Food Service
Number of Units:	182	Telephone Number:	386-447-0192
		Initial Warning Date:	2022-09-15
		Reinspection on or After:	

Inspector Comments:

This report has been provided electronically as requested by the person in charge at the time of inspection.

COMPLIED

01B-02-5 Observed

- From initial inspection : High Priority - Stop Sale issued on time/temperature control for safety food due to temperature abuse. Sitting on counter; Butter 77F; (- Cold Holding)
Server make; calamari 49F; (- Cold Holding) time couldn't be confirmed. ****Repeat Violation** **Admin Complaint****
- From follow-up inspection 2022-11-16: No stop sale issued. ****Complied****

02B-01-5 Observed

- From initial inspection : Intermediate - Menu does not identify which items contain raw or undercooked animal foods covered by the consumer advisory.
Eggs cook any way on menu not identified. Burgers not identified. ****Repeat Violation** **Admin Complaint****
- From follow-up inspection 2022-11-16: Menu does reflect items served raw or undercooked. ****Complied****

03A-02-5 Observed

- From initial inspection : High Priority - Time/temperature control for safety food cold held at greater than 41 degrees Fahrenheit. Sitting on counter; Butter 77F; (- Cold Holding)
Server make; calamari 49F; (- Cold Holding) ****Repeat Violation** **Admin Complaint****
- From follow-up inspection 2022-11-16: Butter is 40°. Calimari is 41°. ****Complied****

Proactive Training:

Monthly kitchen and café staff training session scheduled for Monday December 10th

Facility Hours:

Discussion on facility hours of operation:

Current hours not posted and not defined in CDD policies. We have people playing tennis at 6:30am.

Manager's suggestion:

- Tennis courts open at 7:30am, 8:00am reservations begin, courts close at 8:00pm
- Pickleball courts open at 7:30am, reservations start at 8:00am and close at 8:00pm
- Gym and pools open at 6:00am, close at 8:30pm.
- Basketball courts open 8:00am-8:00pm
- Bocce courts open 8:00am-8:00pm
- Croquet courts open at 8:00am, reservations start at 8:30am, courts close at -7:00pm
(daylight dependent)

Times to be posted at each facility and website.

EXHIBIT 8

GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY2022/2023 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER
11/23/2022

Line	Type	Description	Location	Budgeted Cost	Approved Cost	Additional Change \$ (+/-)	Invoiced Amount	Comments/Notes
1	C	Concrete Sidewalk Replacement	Community Wide	50,000	-			Seeking proposals
2	C	Firewise Projects	Community Wide	30,000	-			
3	E	Camera and DVR Replacement	Community Wide	10,000	-			
4	E	Gate & Gate Operator - Replacement	Community Wide	10,000	-			
5	E	Concrete Curb and Gutter Replacement	Community Wide	100,000	-			
6	E	Road Repairs	Community Wide	30,000	-			Assessing various locations for repairs and seeking proposals
7	LTCP	Roadway: River Park, Point, Landing, Front, Village View	River Park, Point, Landing, Front, Village View	218,545	-			
8	LTCP	Pavers, Interlocking - Front St North Access (Esplanade)	Front St.	10,927	-			
9	LTCP	Pavers, Interlocking - Front St South Access (Esplanade)	Front St.	10,927	-			
10	LTCP	Pavers, Interlocking - Front Street Park	Front St.	10,927	-			
11	LTCP	Pavers, Interlocking - Front Street Village Entry	Front St.	4,482	-			
12	LTCP	Finish, Carpet - Clubhouse ((CAC) Office/Conference rooms	Creekside	6,556	-			
13	LTCP	Replace Outdoor Tile Floors, Replace with Non-Skid - Clubhouse ((VC) Gym	Village Center	27,318	-			
14	LTCP	Refurbishment Allowance - Monument and Mailbox	Community Wide	8,195	-			Creating priority list
15	LTCP	Refurbishment Allowance - Monument and Mailbox	Community Wide	8,195	-			Creating priority list
16	LTCP	Vehicle Traffic, Speed Control Improvements	Community Wide	50,000	-			
17	LTCP	Landscape Enhancements-Annual Reinvestment	Community Wide	54,636	-			
18	LTCP	Dog Park Improvement Project	Wild Oaks	21,855	-			
19	RES	Paint Exterior and Waterproof - Clubhouse (CAC)	Creekside	8,742	-			
20	RES	Paint Exterior and Waterproof - Tiki Bar (CAC)	Creekside	2,394	-			
21	RES	Drinking Fountain, Outdoor - Village Center Amenities	Village Center	3,000	-			
22	RES	Pool Equipment, Heat Pump (CAC) (4 units)	Creekside	49,173	24,044	(25,129)	24,044	Complete. 4 Units installed at Creekside
23	RES	Street Signs and Poles, Replacement	Community Wide	5,000	-			
24	RES	Tennis Court Windscreen, 10' - (VC) Courts 1-7	Village Center	14,853	11,775	(3,078)		On order
25	RES	Furniture, Outdoor - Pool Deck (VC)	Village Center	27,318	-			Checking prices
26	RES	Light Pole & Fixture - Replacement (estimated 5 poles)	Community Wide	30,000	-			
27		Aerator Installations at Pond 24 & Pond 11	Pond 24 & Pond 11		40,000	40,000	5,580	Contracts fully executed
28		Total Capital Projects for FY 2022		803,043	75,819	11,793	29,624	
29		FY2021/2022 Carryover Projects						
30		Crosswalk Safety Project					9,522	Sign poles installed, and striping complete.
31		Croquet Court Canopies						Permits released. Canopies in production
32		Total Carryover Projects from prior year		-	-	-	9,522	
33		GRAND HAVEN Total		803,043	75,819	11,793.00	39,146	

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 9



Operations Manager's Report – December 1st, 2022

○ CROSSWALK SAFETY PROJECT

- The curb, gutter, and sidewalk concrete work has been completed at the Creekside and Marlin Drive as well as the Village Center intersections.
- Detectable surfaces installed. 10/26/2022
- Crosswalk striping is complete. 11/22/2022
- Staff has installed the sign poles. 11/22/2022

○ SIDEWALK REPLACEMENT PLAN

- Sidewalk replacement has started on Waterside Parkway. 10/26/2022
- Waterside Parkway Sidewalks are partially completed. 10/26/2022
- Currently waiting for proposals from a new contractor to complete the remaining Waterside Parkway sidewalks. 10/26/2022

○ CROQUET COURT CANOPIES AT CREEKSIDE

- Remaining two canopies approved by the Board.
- Proposals signed and deposit received.
- Permit released. 10/26/2022
- Two canopies in production. 10/26/2022

○ ASPHALT REPAIRS AROUND MANHOLE COVERS

- Previous locations have been repaired. 11/23/2022
- Other areas are being evaluated.
- One proposal was received. Waiting for proposals for other areas. 10/26/2022

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

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- **PHASE II & PHASE III VILLAGE CENTER BATHROOM RENOVATIONS**
 - Project has been completed with the exception of the 4 interior doors.
 - 4 back-ordered interior doors did not interfere with the completion of the Village Center renovation project.
 - Village Center men's and ladies' bathrooms are open for resident use.
 - Punch list items are partially complete. 10/26/2022
 - Punch list items are complete. 11/23/2022
 - Waiting on delivery date of 4 interior doors from supplier. 11/23/2022

- **POND AERATION INSTALLATIONS**
 - Installation of power source to the aeration equipment for Pond 37 is complete. Currently waiting for FPL to install a meter.
 - Contracts fully executed for aeration installations on Pond 24 and Pond 11. 10/26/2022
 - Boring and electrical complete on Pond 24. 11/23/2022
 - Waiting for boring and electrical to be completed at Pond 11. 11/23/2022

- **POND 43 IN WILD OAKS -SUBMERGED AQUATIC VEGETATION UPDATE**
 - One proposal was received for vegetation harvesting. 10/26/2022
 - Seeking proposals from other contractors for harvesting and pond care maintenance. 10/26/2022
 - 3 proposals received from other contractors for pond maintenance. 11/23/2022
 - All proposals have been included in the agenda for the 12/01/2022 Board meeting for Board discussion. 11/23/2022

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- **CDD OFFICE NETWORK/SECURITY UPGRADES**
 - The new operating software has been fully implemented in the guard house. The transition of the gate equipment is complete, and testing is in progress.
 - Guard training has been completed for all new modules.
 - The modem for the caller ID module has been installed. 10/6/2022
 - The auto attendant module and the email notification modules are active and will be implemented when the resident web portal is ready for resident use.
 - The resident web portal is active. Modifications are complete. 11/23/2022
 - The gate contractor is scheduled to switch the callboxes to the new software in the last week of November. 11/23/2022
 - The IT company is creating instructional videos about the new system to be provided to residents. 11/23/2022
 - Office staff is compiling email lists to distribute resident web portal username and password information to residents. 11/23/2022

- **CURB AND GUTTER REPAIRS**
 - The previous list of repairs has been completed.
 - The proposal has been received for the curb, gutter, and asphalt repairs on Waterside parkway from the Village Center to the South exit. 10/26/2022
 - A new list has been generated for community curb/gutter repairs. 11/23/2022
 - Seeking proposals for new list of community locations. 11/23/2022

- **HOLIDAY LIGHTS**
 - Holiday lights and holiday decorations have been completed by staff at a significant cost savings. 11/23/2022

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EXHIBIT 10

GRAND HAVEN MEETING ATTORNEY REPORT LIST (12/01/22)

1. Road Access Rule

A public hearing will be conducted during the meeting on the new rule.

2. Rule Language Regarding Treatment of Employees

Included here are suggested rule edits to clarify that existing protections also apply to District Employees.

3. Rule Language Regarding Service Animals

Also attached are proposed additional language for the Rules governing and clarifying the treatment and requirements for service animals. These are presented in a standalone fashion because of the extensive additional language.

GRAND  HAVEN
COMMUNITY DEVELOPMENT DISTRICT

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

*Amended through August 18, 2022 by the Board of
Supervisors*

Adopted: 8/18/2022

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

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

DEFINITIONS

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

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

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

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

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

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

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

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

“District Employee” – shall mean any person employed by the District to provide services within the District.

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

“Family” – shall mean no more than two persons over the age of eighteen (18) years, occupying a single dwelling unit and using common cooking facilities, together with their lineal descendants or adopted children, but for purposes of these Rules governing use of the Amenity Facilities, a Family shall not exceed two (2) persons for each bedroom contained in the originally

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

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

EXPULSION FROM PREMISES; SUSPENSION AND TERMINATION OF PRIVILEGES

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

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

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

Expulsion from Premises:

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

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

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

Restriction or Suspension of District Privileges:

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

Relating to District Policies and Fees for All Amenity Facilities:

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

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

GRAND  HAVEN
COMMUNITY DEVELOPMENT DISTRICT

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

*Amended through August 18, 2022 by the Board of
Supervisors*

Adopted: 8/18/2022

Grand Haven Village Center Office

2001 Waterside Parkway
Palm Coast, Florida 32137
(386) 447-0192

Operations Manager's Office

2 North Village Parkway
Palm Coast, Florida 32137
(386) 447-1888

Amend **Definitions** to add “Service Animal”

“Individual with a Disability” - shall mean a person who has a physical or mental impairment that substantially limits one or more major life activities of the individual as described in section 413.08(1)(b), Florida Statutes.

“Service Animal” – shall mean a dog or miniature horse that is trained to do work or perform tasks for an individual with a physical, sensory, psychiatric, intellectual, or other mental disability, that meets all of the requirements set forth in section 413.08(1)(d), Florida Statutes. A Service Animal is not a pet or an emotional support, therapy, comfort, or companion animal. As used herein, the term Service Animal may include more than one animal per Individual with a Disability.

Amend **General Facilities Provisions** paragraph (4);

(4) Dogs and all other pets (with the exception of a Service Animal as defined herein and complying with section 413.08(1)(d), Florida Statutes) are not permitted at the Village Center or Creekside Amenity Facilities. In the event a special event is held, as previously approved by the Board, and dogs are permitted at the Amenity Facilities as part of the special event, they must be leashed. Patrons are responsible for picking up after all pets as a courtesy to residents. All such animals must be in compliance with the Chapter 8 of the City of Palm Coast Code of Ordinances, including, without limitation, the provisions in Section 8-31 regarding leashes of no more than eight feet in length, and the provisions of Section 8-28 regarding removal of nuisance animals.

It is the owners’ responsibility to ensure that all dogs, including Service Animals, are healthy, vaccinated and collared with identification.

(a) The work done or tasks performed must be directly related to the individual’s disability and may include, but are not limited to, guiding an individual who is visually impaired or blind, alerting an individual who is deaf or hard of hearing, pulling a wheelchair, assisting with mobility or balance, alerting and protecting an individual who is having a seizure, retrieving objects, alerting an individual to the presence of allergens, providing physical support and assistance with balance and stability to an individual with a mobility disability, helping an individual with a psychiatric or neurological disability by preventing or interrupting

impulsive or destructive behaviors, reminding an individual with mental illness to take prescribed medications, calming an individual with posttraumatic stress disorder during an anxiety attack, or doing other specific work or performing other special tasks.

(b) A Service Animal must be under the control of its handler and must have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control by means of voice control, signals, or other effective means.

(c) The District may exclude or remove from its premises a Service Animal if the Service Animal is out of control and its handler does not take effective action to control it, the Service Animal is not housebroken, or the Service Animal's behavior poses a direct threat to the health and safety of others. Allergies and fear of animals are not valid reasons for denying access or refusing service to an individual with a Service Animal. If a Service Animal is excluded or removed for being a direct threat to others, the District shall provide the Individual with a Disability the option of continuing access to the District's premises without having the Service Animal on the premises.

(d) A person who knowingly and willfully misrepresents herself or himself, through conduct or verbal or written notice, as using a Service Animal and being qualified to use a Service Animal or as a trainer of a Service Animal commits a misdemeanor of the second degree, punishable as provided in sections 775.082 or 775.083, Florida Statutes, and may be subject to expulsion from the District's premises and/or suspension or termination of Amenities privileges as described herein.

Amend **Expulsion from the Premises** to add:

5. Knowing and willful misrepresentation of himself or herself, through conduct or verbal or written notice, as using a Service Animal and being qualified to use a Service Animal or as a trainer of a Service Animal.

Amend **Relating to District Polices and Fees for All Amenity Facilities:** to add:

11. Knowing and willful misrepresentation of himself or herself, through conduct or verbal or written notice, as using a Service Animal and being qualified to use a Service Animal or as a trainer of a Service Animal.

EXHIBIT 11

GRAND HAVEN MEETING AGENDA MATRIX

January 2023	Workshop: 1/5	<p><i>Presentations</i></p> <p><i>Discussions</i></p> <ul style="list-style-type: none"> • Resident Survey (Supervisor Polizzi) • FY 2024 Budget Draft 	<ul style="list-style-type: none"> • Whiteboard Presentation (Barry and John needed) • Max of 10 minutes per Supervisor
	Regular Meeting: 1/19	<p><i>Staff Reports</i></p> <ul style="list-style-type: none"> • District Engineer • District Counsel • District Manager <ul style="list-style-type: none"> ○ Post Storm Report <p><i>Consent Agenda Items</i></p> <ul style="list-style-type: none"> • Meeting Minutes <ul style="list-style-type: none"> ○ 12/1/2022 Regular Meeting • Unaudited Financials (November 2022) • Unaudited Financials (December 2022) <p><i>Business Items</i></p> <ul style="list-style-type: none"> • Update on Resident Survey (Supervisor Polizzi)—if needed <p><i>Discussions</i></p>	

GRAND HAVEN MEETING AGENDA MATRIX

February 2023	Workshop: 2/2	<p><i>Presentations</i></p> <p><i>Discussions</i></p> <ul style="list-style-type: none"> • FY 2024 Budget--continued 	<ul style="list-style-type: none"> • John Lucansky to provide wish list for Tiki Hut (9/15 Board Meeting minutes; lines 48-51)
	Regular Meeting: 2/16	<p><i>Staff Reports</i></p> <ul style="list-style-type: none"> • District Engineer • District Counsel • District Manager <p><i>Consent Agenda Items</i></p> <ul style="list-style-type: none"> • Meeting Minutes <ul style="list-style-type: none"> ○ 1/5/2023 Workshop ○ 1/19/2023 Regular Meeting • Unaudited Financials (January 2023) <p><i>Business Items</i></p> <p><i>Discussions</i></p> <ul style="list-style-type: none"> • FY 2024 Budget--continued 	<ul style="list-style-type: none"> • John Lucansky to provide wish list for Tiki Hut (9/15 Board Meeting minutes; lines 48-51)

GRAND HAVEN MEETING AGENDA MATRIX

<i>Unscheduled Items</i>		<p><i>Future Workshop Issues:</i></p> <ul style="list-style-type: none"> • Parking Lot discussion • Solar Evaluation • Post Order Changes • Discussion with D.E. to draft SOW for study and report for repair/replacing stormwater infrastructure based on observations and concerns • Solitude’s Annual Report (once per year) • Communication Needs: Follow-up from 1/20/2022 Regular Board Meeting & 9/2/2022 and 10/6/2022 Workshop <ul style="list-style-type: none"> ▪ Continued review of communication matrix ▪ Continued review of prior board discussion & supervisor comments sent to DM ▪ Website upgrades • Townhall style Workshop for Survey Report and Further Input with the Residents • 10-Year Plan Presentation and Updates from Townhall Meeting <p><i>Future Meeting Issues:</i></p> <ul style="list-style-type: none"> • Approval of Debris Removal contract 	<ul style="list-style-type: none"> • After receipt of resident survey and John Lucansky’s parking survey—possibly March/April • OM has collected information in past on this issue. • In conjunction with limited gate access rule • SOW required as this is a very broad subject matter <i>(check with DE before scheduling on Matrix)</i> • E-Blasts about encroachment on CDD owned land (District Counsel to provide guidance) • Include \$ amounts in E-Blasts if known (e.g. the cost of cleaning out drains for putting yard debris in it) • Add comments from residents from Townhall style workshop to the 10 year plan that the Board paused in Spring, 2022 • DC to advise on date

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	Completed (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 Spring 2023
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	Completed (June, 2022)
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 12

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 addt'l ADA compliance parking.
4/7/2022	Mac to provide Board with general comparative salary rates in Flagler County and City of Palm Coast for comparison the GHCD employees by end of calendar year	10/22: Mac sent raw data to Supervisors. 11/23: Summary of Flagler County info sent to Supervisors.
9/1/2022	DM to work with web hosting company and look into alternatives with respect to issues raised during workshop. DM working with Supervisor Flanagan on this issue.	9/15: Underway 12/1: Board Meeting Agenda
10/6/2022	DM to begin a Post-Hurricane review and report back to board on recommendations	10/7: Underway
11/3/2022	DM to email Supervisors reminding them to send comments no later than 12/3 to Supervisor Polizzi regarding survey	11/4: Done
11/3/2022	DM to email Supervisors reminding them to send their comments on what should be in post storm review	11/4: Done
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
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
6/2/2022 & 9/15/2022	OM is to check on signage for bikes on the Esplanade	-11/3: Done
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 to review walking path issue in Wild Oaks	9/7: Paths have been reviewed. Concrete borders need replacement.

6/16/2022	OM to speak with John Lucansky for his observations regarding amenity use of parking lot/parking on street	9/15: Board told John to pause this issue until February, 2023
8/18/2022	OM to contact Solitude and attempt to get the pond report soon	9/22: Preliminary report— pending additional information
9/1/2022	OM to work with Chair on E-Blast communicating about leaf issues	10/31: Done
9/1/2022	OM and Office Manager to communicate with VCIO with respect to what Board is looking for with regards to improvements in business technology over the next three years, as well as deliverables in functional areas.	Underway
9/15/2022	OM to work with amenity manager on wish list for improvements to Tiki Hut (with estimate of costs)	
9/15/2022	OM to walk Waterside Parkway with DE to determine if repaving items in 2023 FY Budget need to be reprioritized	
9/15/2022	OM to speak with DE regarding his report on overall stormwater system review and expected date report will be complete	10/20: Placed on upcoming workshop item list
10/20/2022	OM to work with Amenity Manager with respect to DBPR inspection report	
10/20/2022	OM to work with Amenity Manager with respect to dogs in Village Center	11/3: DC working on language for proposed rule change
10/20/2022 & 11/3/2022	OM to work with DE with respect to retaining wall issue in the Crossings. OM to provide expected date of completion at 12/1 Board Meeting.	
11/3/2022	OM to locate junction box in drainage system/wetland area and clean if necessary. To provide proposal to Board if needed.	

11/3/2022	OM to look into P2 and Pond 27 structure issue and provide proposal to Board if needed.	
11/3/2022	OM to report to Board during 12/1 meeting on whether Waterside Parkway milling/paving needed to be moved up. Compare with Capital Plan projects	
11/3/2022	OM to obtain proposal to add handicap access button to doors at café and VC bathroom and Creekside (if needed).	
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
10/20/2022 & 11/3/2022	DE to work with OM with respect to retaining wall issue in the Crossings	
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
4/21/2022	Vice Chair Foley to meet with DM and DC to address DC legal fees	11/3: Done
9/1/2022	Chair to work with OM on E-Blast communicating about leaf issues	10/31: Done
9/15/2022	Supervisor Polizzi to send DM "raw data" from survey.	Done
11/3/2022	Supervisors to send the DM comments for Supervisor Polizzi regarding resident survey no later than 12/3/2022.	
11/3/2022	Supervisors to send the DM their comments on what should be in post storm review	
XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
8/18/2022	DC to begin rule making for limited public access to the community	9/15: First draft presented to Board; 12/1: PH Date
9/15/2022	DC to work with OM on signage for bikes on the Esplanade	11/3: Done

10/20/2022	DC to continue work on verbal abuse of employee issue	
11/3/2022	DC to provide proposed rule language for service dogs at Village Center	

EXHIBIT 13

David C. McInnes

Subject: FW: Pre & Post Disaster Event

From: Kevin Foley <kfoley@ghcdd.com>
Sent: Wednesday, November 9, 2022 12:57 PM
To: David C. McInnes <dmcinnes@dpgmc.com>
Subject: Pre & Post Disaster Event

Hey David,

Following are my thoughts on the things that should be done before and after an event like a hurricane. One important thing is to know what the city is going to do in GH. It is not acceptable for the city (Waste Pro) not to pick up debris here when it is being done in the rest of the city. Our roads being private is irrelevant, as residents pay the same as all other city residents for the service. This is something that must be nailed down with the mayor or city manager. The DM or chair (counsel) should be the one to figure it out. In the past, Howard had an intention to work with the city on some things like this but I am not sure he got their attention. Maybe a letter signed by 3000 voters would be more effective!

Before the event:

As many as 3 days prior to predicted landfall there should be a get together among the CDD (chair/vice-chair, DM and OM & Vanessa), Master Association representative, amenity management and perhaps CERT. This could be no more than a one-hour meeting in the GH room where each representative listens to other's plans for pre and post event action plans including communications. In the case of the CDD, one of us (maybe Barry and John) would talk about plans for shutting down amenities and securing things. Further, he would indicate the preliminary post storm plan with 4C's and Verdego based on pre-storm calls with them.

Planned frequency of communications with residents should also be presented at the meeting. A storm like Ian should require an email to all residents that same day to include the CDD's pre-storm preparation activities, planned amenity shutdowns and the post storm planned activities with Verdego and 4C's along with planned email communications. This is important because electricity, email and phone service may not be available immediately after the storm. At least folks will know our worst-case plan, short of evacuation. Could text messages be sent too?

This is an important meeting because thoughtful questions or concerns can be addressed. It should also serve to minimize mis-communication.

Post Event:

When email is available from the CDD, Vesta or someone, we should send out emails/texts two times a day depending on the severity of things in the first couple of days. The first email may be most important indicating the extent of damage, challenges faced, when clean-up will start, where and about how long it will take. Re-opening plans should also be included. After clean-up efforts are started then daily email updates on progress would be appropriate.

Kevin

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David C. McInnes

From: Merrill Stass-Isern MD <drmerrill@ghcdd.com>
Sent: Thursday, November 10, 2022 10:48 AM
To: David C. McInnes
Subject: Re: Grand Haven CDD 11/3/2022 Regular Meeting Follow Up

David,

1. Time line for all communications with content that was issued from the CDD, the DM, Amenities and the HOA-before and after the storm
2. Activities of CERT-before and after the storm
3. Time line and content of communication of Scott Clark with city- when did we become aware that we were not receiving services from the city etc

On Nov 4, 2022, at 5:10 PM, David C. McInnes <dmcinnes@dpgfmc.com> wrote:

Please remember to send me your comments about what information should be included in the post storm review. Please provide your comments to me no later than 11/10/2022.

Sincerely,

David C. McInnes
District Manager

DPFG Management & Consulting LLC
250 International Parkway, Suite 208
Lake Mary, FL 32746
Office Phone: 321-263-0132 ext. 193

DPFG is a wholly owned subsidiary of Vesta Property Service Inc.

<image001.png>

www.VestaPropertyServices.com

CONFIDENTIALITY NOTICE: This email, and any attachment(s) to it, is intended only for the use of the individual/entity addressed herein and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. Be advised that any dissemination, distribution, or copying of this information (including any attachments) is strictly prohibited (without prior consent). If you have received this e-mail in error, please immediately return it to the sender and delete it from your system. For District Management Services: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this office. Instead, contact this office by phone or in writing.

Board members should not respond to this e-mail with a "reply to all" to avoid possible non-compliance with the Sunshine Law.

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David C. McInnes

From: Michael Flanagan <mflanagan@ghcdd.com>
Sent: Saturday, November 5, 2022 1:28 PM
To: David C. McInnes
Subject: Re: Grand Haven CDD 11/3/2022 Regular Meeting Follow Up

This is for the debrief we spoke about Thursday correct? If so my request for topics are:

- Staff reviews actions/processes that are taken by operations and amenities 24 hours before the weather hits and immediately after.
 - Have the written (electronic format) of the above sent to the Board for review prior to the meeting. The Board should then provide you questions and thoughts that can be sent to operations and amenities so the meeting can be more efficient.
- What went right and what was learned about changes that should be made.
- What should GH expect the City of Palm Coast to provide prior, during, and after the weather.
- How is the weather debris pickup coordinated between CDD contractor and PLM. If not coordinated why?
- What is done to be sure our water management system (streets, ponds, wet lands) are in proper shape to move/accept water that weather delivers. This is not just when weather is expected but I anticipate something that is ongoing throughout the years.
- What options/plans are in place to bring staff back into work if their homes and families are safe to work if we do not have power.
- What changes to securing entrance to GH are taken during and after the weather. This is to reduce the possibility of looting and be sure emergency and clean up staff can have proper access.

I was informed by Denise that a PDF version of the Community Emergency Management document was provided to the Chair. Would you please send me that file.

Supervisor Flanagan

From: David C. McInnes <dmcinnes@dpfgmc.com>
Sent: Friday, November 4, 2022 5:10 PM
To: Chip Howden <chowden@ghcdd.com>; Merrill Stass-Isern MD <drmerrill@ghcdd.com>; John Polizzi <jpolizzi@ghcdd.com>; Kevin Foley <kfoley@ghcdd.com>; Michael Flanagan <mflanagan@ghcdd.com>
Cc: Grand Haven CDD--Nancy Crouch <ncrouch6@gmail.com>
Subject: Grand Haven CDD 11/3/2022 Regular Meeting Follow Up

Please remember to send me your comments about what information should be included in the post storm review. Please provide your comments to me no later than 11/10/2022.

Sincerely,

David C. McInnes
District Manager

DPFG Management & Consulting LLC
250 International Parkway, Suite 208
Lake Mary, FL 32746

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David C. McInnes

From: Chip Howden <chowden@ghcdd.com>
Sent: Wednesday, November 9, 2022 10:41 AM
To: David C. McInnes
Subject: Ian Post Mortem

<u>Item</u>	<u>Comments</u>	<u>Improvement needed</u>	<u>Status</u>
CDD Pre Mtg	Mon. before storm Barry, Vanessa , Jeremy, John, Chip		
CDD Eblast on Amenities and Gates			
HOA E-Blast	Contained ref. to CDD and Clean up. No Copy to CDD	HOA not to mention CDD Plans in e-Blast HOA to Copy Ops. And Office Mgrs on Storm E-Blast	Met with HOA
Pres and reached Agreement			
CDD Eblast on Amenity Openings	Residents objected to when amenities became available	Projected Schedule with explanations Should be issued By CDD Chair.	Will be done in
future. City refusal to collect Extra Yard Debris. Plans discussion with officials after	Surprise stance by City personnel / Potential Cost To district	Continued work by CDD Board & Attorney	C. Howden Dec. 1, 2022
CERT Team Action	Not in CDD Control		

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David C. McInnes

From: John Polizzi <jpolizzi@ghcdd.com>
Sent: Tuesday, November 8, 2022 10:16 AM
To: David C. McInnes
Subject: Draft Storm Activity Review Suggestions (Post-Mortem)
Attachments: Storm Post Mortem Draft Document.docx

David, I have attached my initial Draft of the scope for the Storm Assessment. I realize that some of the suggested documents may not exist or are handled in a different way. It is more important to have the content covered, documented and available than a specific format at this time, substance over form. Let's talk directly if you have specific comments or questions.

Sincerely,

Supervisor Polizzi

Storm Activity Review, Assessment, and Follow-on Action Planning

***** Working Draft for District Manager *****

- **Pre-Storm Activity Checklist:**
 - **Attach to the Assessment for the storm,**
 - **Was the Activity Checklist reviewed and updated before the Storm, signed off, dated and time signed?**
 - **Was each Activity Checklist item assigned to a specific individual, initialed with date and time when completed?**
 - **Were individuals responsible and contact numbers for CDD staff, Amenities staff, GHMA staff, and FC EMOC staff reviewed, updated and signed off with date and time?**
- **Communications Checklist for Pre-Storm and Post-Storm messages for Residents, CDD Staff and Amenities staff:**
 - **Attach to the assessment of the storm,**
 - **Are the Message Subject, basic content, responsible party documented with initials, date and time sent?**
 - **Documented contact with GHMA operations to review activities, agree on messages and responsibilities?**
 - **Document all communications with FC EMOC covering who, what, when, and disposition?**
- **Pre-storm Vendor Contact and Communications Checklist for critical partners for post-storm support:**
 - **Attach to the Assessment for the storm,**
 - **Was the Activity Checklist reviewed and updated before the Storm, signed off, dated and time signed?**
 - **Was each Activity Checklist item assigned to a specific individual, initialed with date and time when completed?**

- **Were individuals responsible and contact numbers for CDD staff, Amenities staff, GHMA staff, Post-storm Vendor and FC EMOC staff reviewed, updated and signed off with date and time?**
- **Pre-storm Checklist for Facilities and Equipment settings changes, required shut down, and special preparation requirements – CDD and Amenities:**
 - **Attach to the Assessment for the storm,**
 - **Was the Activity Checklist reviewed and updated before the Storm, signed off, dated and time signed?**
 - **Was each Activity Checklist item assigned to a specific individual, initialed with date and time when completed?**
 - **Were individuals responsible and contact numbers for CDD staff, Amenities staff, GHMA staff, and FC EMOC staff reviewed, updated and signed off with date and time?**
- **During Storm ****Safety First Protocol**** include any documented records of incidents, contacts, or other CDD, Amenities, FC EOMC events?**
- **Post-Storm activity logs of all storm related interactions, work progress, incidents must be included in the assessment. These include but are not limited to:**
 - **Damage Assessment reports for each incident with specific impact description, location, assessor, date and time reported.**
 - **Damage Assessment Reports need to be updated as actions completed with final disposition logged, signed off by manager with date and time of closure.**
 - **Documented ramp up of facilities and equipment with signoff by responsible party, date and time completed.**

Situations not resulting in normal operation need to be documented and follow-on activities defined.

- **Activity Logs from Service Providers contracted for post-storm activities including those who are day to day.**
- **Documentation on all costs driven by storm impacts to facilities and amenities.**
- **Punch List of all on-going storm projects and costs that will be carried forward to on-going operations.**
- **All SOP processes and forms tied to Storm related incidents need to be retained, completed, and included in assessment.**
- **Tracking of Cost Recovery for CDD related expenditures needs to remain open and included in assessment until closure.**

EXHIBIT 14

Grand Haven Community Development District

Financial Statements
(Unaudited)

Period Ending
October 31, 2022

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

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total</u>
BU OPERATING	\$ 249,000	\$ 1,459,394	\$ 1,708,395
BU DEBIT CARD	-		-
TRUIST OPERATING	12,976		12,976
SBA 161601A	7,063		7,063
BU - SAVINGS	1,921,153	-	1,921,153
IBERIA BANK MMA	127		127
ON ROLL ASSESSMENTS RECEIVABLE	-	-	-
ACCOUNTS RECEIVABLE	5,073		5,073
A/R WATER BILLS	-		-
DUE FROM OTHER	-	11,238	11,238
DEPOSITS	110		110
TOTAL ASSETS	<u>\$ 2,195,502</u>	<u>\$ 1,470,633</u>	<u>\$ 3,666,134</u>
<u>LIABILITIES:</u>			
ACCTS PAYABLE	\$ 50,684	\$ 1,386	\$ 52,070
DUE TO OTHER	11,238		11,238
DEFERRED REVENUE	-		-
DEFERRED REVENUE WATER / INFRASTRUCTURE	-	-	-
<u>FUND BALANCE:</u>			
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:	438,075	42,700	480,774
TOTAL FUND BALANCE	2,133,580	1,469,247	3,602,826
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 2,195,502</u>	<u>\$ 1,470,633</u>	<u>\$ 3,666,134</u>

No Transfers For October

Note: GASB 34 government wide financial statements are available in the annual independent audit of the District. The audit is available on the website and upon request.

[Return to Agenda](#)

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

	Adopted Budget	Current Month	Year To Date	Variance + / (-)	% Of Budget
REVENUES					
ASSESSMENT ON-ROLL (Net)	\$ 3,738,054		\$ -	(3,738,054)	0%
REUSE WATER	23,000	2,446	2,446	(20,554)	11%
GATE & AMENITY GUEST	9,000	1,144	1,144	(7,856)	13%
TENNIS	3,000			(3,000)	0%
ROOM RENTALS	2,000			(2,000)	0%
INTEREST & MISCELLANEOUS	20,000	152	152	(19,848)	1%
ASSESSMENT LEVY - ESCALANTE FUND	-				
TOTAL REVENUES	3,795,054	3,742	3,742	(3,791,312)	0%
EXPENDITURES					
ADMINISTRATIVE					
Supervisors - regular meetings	12,000	1,000	1,000	(11,000)	8%
Supervisor - workshops	9,000	1,000	1,000	(8,000)	11%
District Management Services				-	
District management	40,299	3,533	3,533	(36,766)	9%
Administrative	10,712	893	893	(9,819)	8%
Accounting	22,119	1,843	1,843	(20,276)	8%
Assessment roll preparation	9,734	811	811	(8,923)	8%
Disclosure report				-	
Arbitrage rebate calculation				-	
Office supplies	1,050			(1,050)	0%
Postage	3,150	30	30	(3,120)	1%
Trustee					
Audit	4,850			(4,850)	0%
Legal - general counsel	103,000	11,522	11,522	(91,478)	11%
Engineering	31,500	10,877	10,877	(20,623)	35%
Engineer Stormwater Analysis	5,000			(5,000)	0%
Legal advertising	5,460			(5,460)	0%
Bank fees	1,575	89	89	(1,486)	6%
Dues & licenses	184	175	175	(9)	95%
Property taxes	2,520	-	-	(2520)	0%
Tax collector					
Contingencies	-				
TOTAL ADMINISTRATIVE	262,153	31,774	31,774	\$ (230,378.95)	12%
INFORMATION AND TECHNOLOGY					
IT support	28,004	2,499	2,499	(25,505)	9%
Village Center and Creeskide telephone & fax	6,873	552	552	(6,321)	8%
Cable/internet-village center/creekside	10,271	1,274	1,274	(8,997)	12%
Wi-Fi for gates	5,139			(5,139)	0%
Landlines/hot spots for gates and cameras	27,720	224	224	(27,496)	1%
Cell phones	7,646	505	505	(7,141)	7%
Website hosting & development	1,591	379	379	(1,212)	24%
ADA website compliance	221			(221)	0%
Communications: e-blast	525			(525)	0%
TOTAL INFORMATION AND TECHNOLOGY	87,990	5,432	5,432	(82,558)	6%
INSURANCE					
Insurance: general liability & public officials	12,532	109,195	109,195	96,663	871%
Insurance: property	82,550	-	-	(82,550)	0%
Insurance: auto general liability	3,311	-	-	(3,311)	0%
Flood insurance	4,140	-	-	(4,140)	0%
TOTAL INSURANCE	102,533	109,195	109,195	6,662	106%
UTILITIES					
Electric					
Electric services - #12316, 85596, 65378	5,980	342	342	(5,638)	6%
Electric- Village Center - #18308	36,225			(36,225)	0%
Electric - Creekside - #87064, 70333	24,725			(24,725)	0%
Street lights ¹	23,000	1,575	1,575	(21,425)	7%
Propane - spas/café	42,630	4,510	4,510	(38,120)	11%
Garbage - amenity facilities	15,960	1,065	1,065	(14,895)	7%
Water/sewer					

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

	Adopted Budget	Current Month	Year To Date	Variance + / (-)	% Of Budget
Water services ²	120,750	9,016	9,016	(111,734)	7%
Water - Village Center - #324043-44997	14,175	1,130	1,130	(13,045)	8%
Water - Creekside - #324043-45080	7,665	646	646	(7,019)	8%
Pump house shared facility	16,275			(16,275)	0%
TOTAL UTILITIES	307,385	18,283	18,283	(289,102)	6%
FIELD OPERATIONS					
Stormwater system					
Aquatic contract	54,010	4,508	4,508	(49,502)	8%
Aquatic contract: lake watch	4,280	386	386	(3,894)	9%
Aquatic contract: aeration maintenance	4,200	644	644	(3,556)	15%
Lake bank spraying	6,434			(6,434)	0%
Stormwater system repairs & maintenance	15,750			(15,750)	0%
Property maintenance					
Horticultural consultant	10,080	800	800	(9,280)	8%
Landscape enhancement					
Landscape repairs & replacement	21,000			(21,000)	0%
Landscape maintenance contract services	615,105	53,211	53,211	(561,894)	9%
Landscape maintenance: croquet	53,340	4,033	4,033	(49,307)	8%
Tree maintenance (Oak tree pruning)	36,750			(36,750)	0%
Optional flower rotation	21,000			(21,000)	0%
Irrigation repairs & replacement	40,000			(40,000)	0%
Roads & bridges repairs	15,750			(15,750)	0%
Sidewalk repairs & replacement					
Street light maintenance	15,750			(15,750)	0%
Vehicle repairs & maintenance	5,250	299	299	(4,951)	6%
Office supplies: field operations	14,700	290	290	(14,410)	2%
Holiday lights	9,450			(9,450)	0%
CERT operations	500			(500)	0%
Community maintenance	120,000	1,114	1,114	(118,886)	1%
Storm clean-up	27,300	10,294	10,294	(17,006)	38%
Miscellaneous contingency					
TOTAL FIELD OPERATIONS	1,090,649	75,580	75,580	(1,015,069)	7%
STAFF SUPPORT					
Payroll	606,564	42,324	42,324	(564,240)	7%
Merit pay/bonus	25,000	1,032	1,032	(23,968)	4%
Payroll taxes	81,635	3,317	3,317	(78,318)	4%
Health insurance	116,600	8,035	8,035	(108,565)	7%
Insurance: workers' compensation	30,000	12,214	12,214	(17,786)	41%
Payroll services	6,250	302	302	(5,948)	5%
Mileage reimbursement	16,000	496	496	(15,504)	3%
Vehicle Allowance	-				
TOTAL STAFF SUPPORT	882,049	67,719	67,719	(814,330)	8%
AMENITY OPERATIONS					
Amenity Management	610,570	53,046	53,046	(557,524)	9%
A/C maintenance and service	4,095			(4,095)	0%
Fitness equipment service	7,875			(7,875)	0%
Music licensing	3,757	2,148	2,148	(1,609)	57%
Pool/spa permits	919			(919)	0%
Pool chemicals	16,275	2,824	2,824	(13,451)	17%
Pest control	4,095	569	569	(3,526)	14%
Amenity maintenance	120,000	8,170	8,170	(111,830)	7%
Special events	10,500	660	660	(9,840)	6%
TOTAL AMENITY	778,086	67,418	67,418	(710,668)	9%
SECURITY					
Gate access control staffing	214,594	14,583	14,583	(200,011)	7%
Additional guards	8,400			(8,400)	0%
Guardhouse facility maintenance	16,800	251	251	(16,549)	1%
Gate communication devices	22,050	1,891	1,891	(20,159)	9%
Gate operating supplies	16,800	2,190	2,190	(14,610)	13%
Fire & security system	5,565	263	263	(5,302)	5%

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

	Adopted Budget	Current Month	Year To Date	Variance + / (-)	% Of Budget
TOTAL SECURITY	284,209	19,178	19,178	(265,031)	7%
TOTAL EXPENDITURES	3,795,054	394,578	394,578	(3,400,476)	10%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES			(390,836)		
FUNDS TRANSFER EXPENSE					
FUNDS TRANSFER INCOME					
FUND BALANCE - BEGINNING			2,524,415		
FUND BALANCE ENDING			<u>2,133,580</u>		
ANALYSIS OF FUND BALANCE					
DISASTER			750,000		
3 MONTHS WORKING CAPITAL			945,505		
UNASSIGNED			438,075		
FUND BALANCE - ENDING			<u>\$ 2,133,580</u>		

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

	<u>Adopted Budget</u>	<u>Current Month</u>	<u>Year To Date</u>	<u>Variance + / (-)</u>	<u>% Of Budget</u>
REVENUE					
SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 820,953	\$ -	\$ -	\$ (820,953)	0%
DISCOUNT (ASSESSMENTS)	-	-			
INTEREST REVENUE	5,500	-	-		0%
TOTAL REVENUE	826,453	-	-	(826,453)	0%
EXPENDITURES					
GENERAL INFRASTRUCTURE REPLACEMENT	803,045	37,958	37,958	(765,087)	5%
TOTAL EXPENDITURES	803,045	37,958	37,958	(765,087)	5%
EXCESS OF REVENUE OVER (UNDER) EXP.	23,408	(37,958)	(37,958)		
OTHER FINANCING SOURCES (USES)					
TRANSFER OUT	-	-	\$ -		
TRANSFER IN	-	-	-		
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-		
FUND BALANCE BEGINNING			\$ 1,507,204.51		
NET CHANGE IN FUND BALANCE			\$ -		
FUND BALANCE - ENDING			\$ 1,469,246.81		
Analysis of Fund Balance					
Committed: Future Capital Improvements			1,069,910		
Assigned: 3 months working capital			356,637		
Unassigned			42,700		
FUND BALANCE - ENDING			\$ 1,469,247		

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Grand Haven CDD Check Detail October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		10/21/2022		1101003 · SunTrus...		-64.48
				1513035 · Misc-Ban...	-64.48	64.48
TOTAL					-64.48	64.48
Check		10/31/2022		2152000 · BU SRF		-25.00
				1513035 · Misc-Ban...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pmt -Check	100522CC1	10/05/2022	Apple.com	1101000 · Cash- O...		-2.99
Bill	2135889230...	10/04/2022		572.702 · Office Su...	-2.99	2.99
TOTAL					-2.99	2.99
Bill Pmt -Check	101222ACH1	10/12/2022	AT&T	1101000 · Cash- O...		-189.92
Bill	0560 9/22	09/22/2022		529.736 · Gate Ope...	-189.92	189.92
TOTAL					-189.92	189.92
Bill Pmt -Check	1012ACH1	10/12/2022	FPL	1101000 · Cash- O...		-25.96
Bill	092722-0333	09/27/2022		531.307 · Street Lig...	-25.96	25.96
TOTAL					-25.96	25.96
Bill Pmt -Check	101322ACH1	10/13/2022	Sprint	1101000 · Cash- O...		-495.20
Bill	757386291-...	09/23/2022		529.740 · Cell Phon...	-495.20	495.20
TOTAL					-495.20	495.20
Bill Pmt -Check	101422ACH1	10/14/2022	ADP	1101000 · Cash- O...		-148.41
Bill	616168429	10/07/2022		1511002 · Payroll S...	-148.41	148.41
TOTAL					-148.41	148.41
Bill Pmt -Check	101722ACH1	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-32.98
Bill	15351760	09/23/2022		536.301 · Water Se...	-32.98	32.98
TOTAL					-32.98	32.98
Bill Pmt -Check	101922ACH1	10/19/2022	WebstaurantStore	1101000 · Cash- O...		-4,174.52
Bill	77255775	08/01/2022		572.780 · Amenity ...	-555.67	555.67
Bill	77842987	08/19/2022		572.780 · Amenity ...	-578.66	578.66
Bill	78023093	08/25/2022		572.780 · Amenity ...	-78.74	78.74
Bill	78130173	08/29/2022		572.780 · Amenity ...	-1,594.00	1,594.00
Bill	78211694	08/31/2022		572.780 · Amenity ...	-80.74	80.74
Bill	78475038	09/09/2022		572.780 · Amenity ...	-309.79	309.79
Bill	78770676	09/19/2022		572.780 · Amenity ...	-269.38	269.38
Bill	78825531	09/21/2022		572.780 · Amenity ...	-63.85	63.85
Bill	78832100	09/21/2022		572.780 · Amenity ...	-163.74	163.74
Bill	78963757	09/26/2022		572.780 · Amenity ...	-282.30	282.30

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	79006933	09/27/2022		572.780 · Amenity ... 572.780 · Amenity ...	-180.64 -17.01	180.64 17.01
TOTAL					-4,174.52	4,174.52
Bill Pmt -Check	102022ACH1	10/20/2022	AT&T	1101000 · Cash- O...		-249.14
Bill	386 446-094...	10/01/2022		529.736 · Gate Ope...	-249.14	249.14
TOTAL					-249.14	249.14
Bill Pmt -Check	102122ACH1	10/21/2022	Barry Kloptosky	1101000 · Cash- O...		-4,066.91
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-3,348.62	3,348.62
Bill	102122 INS	10/21/2022		572.910 · Payroll Ex...	-718.29	718.29
TOTAL					-4,066.91	4,066.91
Bill Pmt -Check	102522ACH1	10/25/2022	Florida Blue	1101000 · Cash- O...		-7,356.90
Bill	76042155	10/18/2022		572.913 · Health Ins...	-7,356.90	7,356.90
TOTAL					-7,356.90	7,356.90
Bill Pmt -Check	102622ACH1	10/26/2022	FPL Summary	1101000 · Cash- O...		-2,033.62
Bill	79833-7239...	09/30/2022		531.301 · Electric S... 531.307 · Street Lig...	-396.16 -1,637.46	396.16 1,637.46
TOTAL					-2,033.62	2,033.62
Bill Pmt -Check	102722ACH1	10/27/2022	AT&T	1101000 · Cash- O...		-227.36
Bill	0564 10/22	10/08/2022		529.736 · Gate Ope...	-227.36	227.36
TOTAL					-227.36	227.36
Bill Pmt -Check	102822ACH1	10/28/2022	ADP	1101000 · Cash- O...		-153.43
Bill	617194198	10/21/2022		1511002 · Payroll S...	-153.43	153.43
TOTAL					-153.43	153.43
Bill Pmt -Check	10322ACH1	10/03/2022	FPL	1101000 · Cash- O...		-26.87
Bill	091922-1209	09/19/2022		531.307 · Street Lig...	-26.87	26.87
TOTAL					-26.87	26.87
Bill Pmt -Check	10522ACH1	10/05/2022	AT&T Mobility	1101000 · Cash- O...		-220.54
Bill	2872622156...	09/06/2022		529.739 · Landlines...	-220.54	220.54
TOTAL					-220.54	220.54
Bill Pmt -Check	10622ACH1	10/06/2022	FPL	1101000 · Cash- O...		-26.55
Bill	092722A-5257	09/27/2022		531.307 · Street Lig...	-26.55	26.55
TOTAL					-26.55	26.55

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10722ACH1	10/07/2022	Barry Kloptosky	1101000 · Cash- O...		-3,348.62
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-3,348.62	3,348.62
TOTAL					-3,348.62	3,348.62
Bill Pmt -Check	10722ACH1	10/07/2022	Ken Brokaw	1101000 · Cash- O...		-1,091.08
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-1,091.08	1,091.08
TOTAL					-1,091.08	1,091.08
Bill Pmt -Check	10722ACH1	10/07/2022	Leroy Mitchell	1101000 · Cash- O...		-1,405.04
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-1,405.04	1,405.04
TOTAL					-1,405.04	1,405.04
Bill Pmt -Check	10722ACH1	10/07/2022	Vanessa Stepniak	1101000 · Cash- O...		-2,263.40
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-2,263.40	2,263.40
TOTAL					-2,263.40	2,263.40
Bill Pmt -Check	1012ACH2	10/12/2022	FPL	1101000 · Cash- O...		-27.11
Bill	092722B-6590	09/27/2022		531.307 · Street Lig...	-27.11	27.11
TOTAL					-27.11	27.11
Bill Pmt -Check	101722ACH2	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-4,747.60
Bill	15348799	09/23/2022		536.301 · Water Se...	-4,747.60	4,747.60
TOTAL					-4,747.60	4,747.60
Bill Pmt -Check	102122ACH2	10/21/2022	Bryon C. Lenhart	1101000 · Cash- O...		-1,703.24
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,703.24	1,703.24
TOTAL					-1,703.24	1,703.24
Bill Pmt -Check	102722ACH2	10/27/2022	AT&T	1101000 · Cash- O...		-640.71
Bill	0567 10/22	10/08/2022		529.736 · Gate Ope...	-640.71	640.71
TOTAL					-640.71	640.71
Bill Pmt -Check	10322ACH2	10/03/2022	FPL	1101000 · Cash- O...		-27.67
Bill	091922-8287	09/19/2022		531.307 · Street Lig...	-27.67	27.67
TOTAL					-27.67	27.67
Bill Pmt -Check	10522ACH2	10/05/2022	AT&T	1101000 · Cash- O...		-646.47
Bill	0567 9/22	09/08/2022		529.736 · Gate Ope...	-646.47	646.47
TOTAL					-646.47	646.47

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Grand Haven CDD
Check Detail
 October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10622ACH2	10/06/2022	FPL	1101000 · Cash- O...		-26.74
Bill	092722B-5257	09/27/2022		531.307 · Street Lig...	-26.74	26.74
TOTAL					-26.74	26.74
Bill Pmt -Check	10722ACH2	10/07/2022	Bryon C. Lenhart	1101000 · Cash- O...		-1,708.06
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-1,708.06	1,708.06
TOTAL					-1,708.06	1,708.06
Bill Pmt -Check	1012ACH3	10/12/2022	FPL	1101000 · Cash- O...		-27.21
Bill	092722B-9150	09/27/2022		531.301 · Electric S...	-27.21	27.21
TOTAL					-27.21	27.21
Bill Pmt -Check	101722ACH3	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-45.02
Bill	15351361	09/23/2022		536.301 · Water Se...	-45.02	45.02
TOTAL					-45.02	45.02
Bill Pmt -Check	102122ACH3	10/21/2022	Daniela Teixeira	1101000 · Cash- O...		-1,234.02
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,234.02	1,234.02
TOTAL					-1,234.02	1,234.02
Bill Pmt -Check	10322ACH3	10/03/2022	FPL	1101000 · Cash- O...		-29.08
Bill	091922-3213	09/19/2022		531.307 · Street Lig...	-29.08	29.08
TOTAL					-29.08	29.08
Bill Pmt -Check	10522ACH3	10/05/2022	AT&T	1101000 · Cash- O...		-227.69
Bill	0564 /22	09/08/2022		529.736 · Gate Ope...	-227.69	227.69
TOTAL					-227.69	227.69
Bill Pmt -Check	10622ACH3	10/06/2022	FPL	1101000 · Cash- O...		-26.92
Bill	092722A-6590	09/27/2022		531.307 · Street Lig...	-26.92	26.92
TOTAL					-26.92	26.92
Bill Pmt -Check	10722ACH3	10/07/2022	Daniela Teixeira	1101000 · Cash- O...		-882.92
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-882.92	882.92
TOTAL					-882.92	882.92
Bill Pmt -Check	1012ACH4	10/12/2022	FPL	1101000 · Cash- O...		-28.33
Bill	092722B-9539	09/27/2022		541.613 · Street Lig...	-28.33	28.33
TOTAL					-28.33	28.33

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	101722ACH4	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-258.61
Bill	15353541	09/23/2022		536.301 · Water Se...	-258.61	258.61
TOTAL					-258.61	258.61
Bill Pmt -Check	102122ACH4	10/21/2022	Donna Conforti	1101000 · Cash- O...		-1,472.27
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,472.27	1,472.27
TOTAL					-1,472.27	1,472.27
Bill Pmt -Check	10322ACH4	10/03/2022	FPL	1101000 · Cash- O...		-29.26
Bill	091922-5133	09/19/2022		531.307 · Street Lig...	-29.26	29.26
TOTAL					-29.26	29.26
Bill Pmt -Check	10422ACH4	10/06/2022	FPL	1101000 · Cash- O...		-27.00
Bill	092722A-9150	09/27/2022		531.301 · Electric S...	-27.00	27.00
TOTAL					-27.00	27.00
Bill Pmt -Check	10722ACH4	10/07/2022	Donna Conforti	1101000 · Cash- O...		-1,472.27
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-1,472.27	1,472.27
TOTAL					-1,472.27	1,472.27
Bill Pmt -Check	1012ACH5	10/12/2022	FPL	1101000 · Cash- O...		-31.57
Bill	092722B-1233	09/27/2022		531.307 · Street Lig...	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	101722ACH5	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-287.64
Bill	15353542	09/23/2022		536.301 · Water Se...	-287.64	287.64
TOTAL					-287.64	287.64
Bill Pmt -Check	102122ACH5	10/21/2022	Edward Weyant	1101000 · Cash- O...		-1,532.29
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,532.29	1,532.29
TOTAL					-1,532.29	1,532.29
Bill Pmt -Check	10322ACH5	10/03/2022	FPL	1101000 · Cash- O...		-29.39
Bill	091922-0245	09/19/2022		531.307 · Street Lig...	-29.39	29.39
TOTAL					-29.39	29.39
Bill Pmt -Check	10622ACH5	10/06/2022	FPL	1101000 · Cash- O...		-27.91
Bill	092722A-9539	09/27/2022		541.613 · Street Lig...	-27.91	27.91
TOTAL					-27.91	27.91

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10722ACH5	10/07/2022	Edward Weyant	1101000 · Cash- O...		-1,541.49
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-1,541.49	1,541.49
TOTAL					-1,541.49	1,541.49
Bill Pmt -Check	1012ACH6	10/12/2022	FPL	1101000 · Cash- O...		-33.63
Bill	092722B-9345	09/27/2022		541.613 · Street Lig...	-33.63	33.63
TOTAL					-33.63	33.63
Bill Pmt -Check	101722ACH6	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-32.13
Bill	15351357	09/23/2022		536.301 · Water Se...	-32.13	32.13
TOTAL					-32.13	32.13
Bill Pmt -Check	102122ACH6	10/21/2022	Jeremey Wilson	1101000 · Cash- O...		-1,993.31
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,993.31	1,993.31
TOTAL					-1,993.31	1,993.31
Bill Pmt -Check	10322ACH6	10/03/2022	FPL	1101000 · Cash- O...		-29.96
Bill	091822-7286	09/19/2022		531.307 · Street Lig...	-29.96	29.96
TOTAL					-29.96	29.96
Bill Pmt -Check	10622ACH6	10/06/2022	FPL	1101000 · Cash- O...		-30.79
Bill	092722A-1233	09/27/2022		531.307 · Street Lig...	-30.79	30.79
TOTAL					-30.79	30.79
Bill Pmt -Check	10722ACH6	10/07/2022	Jeremey Wilson	1101000 · Cash- O...		-2,201.63
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-2,201.63	2,201.63
TOTAL					-2,201.63	2,201.63
Bill Pmt -Check	1012ACH7	10/12/2022	FPL	1101000 · Cash- O...		-48.96
Bill	092722B-2316	09/27/2022		531.301 · Electric S...	-48.96	48.96
TOTAL					-48.96	48.96
Bill Pmt -Check	101722ACH7	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-83.88
Bill	15351972	09/23/2022		536.301 · Water Se...	-83.88	83.88
TOTAL					-83.88	83.88
Bill Pmt -Check	102122ACH7	10/21/2022	Joseph Osborne	1101000 · Cash- O...		-2,445.52
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,413.65	1,413.65
Bill	102122 B	10/21/2022		572.912 · Merit/ Bo...	-1,031.87	1,031.87
TOTAL					-2,445.52	2,445.52

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10322ACH7	10/03/2022	FPL	1101000 · Cash- O...		-31.90
Bill	091922-0071	09/19/2022		531.307 · Street Lig...	-31.90	31.90
TOTAL					-31.90	31.90
Bill Pmt -Check	10622ACH7	10/06/2022	FPL	1101000 · Cash- O...		-32.46
Bill	092722A-9345	09/27/2022		541.613 · Street Lig...	-32.46	32.46
TOTAL					-32.46	32.46
Bill Pmt -Check	10722ACH7	10/07/2022	ADP	1101000 · Cash- O...		-4,617.94
Bill	100722	10/07/2022		572.910 · Payroll Ex... 572.302 · Payroll Ta...	-3,043.04 -1,574.90	3,043.04 1,574.90
TOTAL					-4,617.94	4,617.94
Bill Pmt -Check	10722ACH7	10/07/2022	Joseph Osborne	1101000 · Cash- O...		-1,629.44
Bill	10722	10/07/2022		572.910 · Payroll Ex...	-1,629.44	1,629.44
TOTAL					-1,629.44	1,629.44
Bill Pmt -Check	1012ACH8	10/12/2022	FPL	1101000 · Cash- O...		-62.63
Bill	092722B-7154	09/27/2022		531.307 · Street Lig...	-62.63	62.63
TOTAL					-62.63	62.63
Bill Pmt -Check	101722ACH8	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-207.76
Bill	15351759	09/23/2022		536.301 · Water Se...	-207.76	207.76
TOTAL					-207.76	207.76
Bill Pmt -Check	102122ACH8	10/21/2022	Ken Brokaw	1101000 · Cash- O...		-1,371.60
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,371.60	1,371.60
TOTAL					-1,371.60	1,371.60
Bill Pmt -Check	10322ACH8	10/03/2022	FPL	1101000 · Cash- O...		-81.96
Bill	091922-8285	09/19/2022		531.307 · Street Lig...	-81.96	81.96
TOTAL					-81.96	81.96
Bill Pmt -Check	10622ACH8	10/06/2022	FPL	1101000 · Cash- O...		-47.20
Bill	092722A-2316	09/27/2022		531.301 · Electric S...	-47.20	47.20
TOTAL					-47.20	47.20
Bill Pmt -Check	1012ACH9	10/12/2022	FPL	1101000 · Cash- O...		-63.54
Bill	092722B-1338	09/27/2022		531.307 · Street Lig...	-63.54	63.54
TOTAL					-63.54	63.54

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	101722ACH9	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-631.48
Bill	15352103	09/23/2022		536.301 · Water Se...	-631.48	631.48
TOTAL					-631.48	631.48
Bill Pmt -Check	102122ACH9	10/21/2022	Leroy Mitchell	1101000 · Cash- O...		-1,378.72
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-1,378.72	1,378.72
TOTAL					-1,378.72	1,378.72
Bill Pmt -Check	10322ACH9	10/03/2022	FPL	1101000 · Cash- O...		-30.23
Bill	91922-7285	09/19/2022		531.307 · Street Lig...	-30.23	30.23
TOTAL					-30.23	30.23
Bill Pmt -Check	10622ACH9	10/06/2022	FPL	1101000 · Cash- O...		-59.94
Bill	092722A-7154	09/27/2022		531.307 · Street Lig...	-59.94	59.94
TOTAL					-59.94	59.94
Bill Pmt -Check	1012ACH10	10/12/2022	FPL	1101000 · Cash- O...		-102.24
Bill	092722B-7167	09/27/2022		531.301 · Electric S...	-102.24	102.24
TOTAL					-102.24	102.24
Bill Pmt -Check	101722ACH10	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-695.08
Bill	15352102	09/23/2022		536.301 · Water Se...	-695.08	695.08
TOTAL					-695.08	695.08
Bill Pmt -Check	102122ACH10	10/21/2022	Vanessa Stepniak	1101000 · Cash- O...		-2,263.40
Bill	102122	10/21/2022		572.910 · Payroll Ex...	-2,263.40	2,263.40
TOTAL					-2,263.40	2,263.40
Bill Pmt -Check	10622ACH10	10/06/2022	FPL	1101000 · Cash- O...		-72.00
Bill	092722A-1338	09/27/2022		531.307 · Street Lig...	-72.00	72.00
TOTAL					-72.00	72.00
Bill Pmt -Check	1012ACH11	10/12/2022	FPL	1101000 · Cash- O...		-685.55
Bill	092722-70333	09/27/2022		531.309 · Electric - ...	-685.55	685.55
TOTAL					-685.55	685.55
Bill Pmt -Check	101722ACH11	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-7.52
Bill	15352101	09/23/2022		536.301 · Water Se...	-7.52	7.52
TOTAL					-7.52	7.52

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	102122ACH11	10/21/2022	ADP	1101000 · Cash- O...		-5,049.15
Bill	102122	10/21/2022		572.910 · Payroll Ex... 572.302 · Payroll Ta...	-3,307.37 -1,741.78	3,307.37 1,741.78
TOTAL					-5,049.15	5,049.15
Bill Pmt -Check	10622ACH11	10/06/2022	FPL	1101000 · Cash- O...		-98.09
Bill	092722A-7167	09/27/2022		531.301 · Electric S...	-98.09	98.09
TOTAL					-98.09	98.09
Bill Pmt -Check	1012ACH12	10/12/2022	FPL	1101000 · Cash- O...		-1,074.75
Bill	092722B-7064	09/27/2022		531.309 · Electric - ...	-1,074.75	1,074.75
TOTAL					-1,074.75	1,074.75
Bill Pmt -Check	101722ACH12	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-461.14
Bill	15351728	09/23/2022		536.301 · Water Se...	-461.14	461.14
TOTAL					-461.14	461.14
Bill Pmt -Check	10622ACH12	10/06/2022	FPL	1101000 · Cash- O...		-1,298.96
Bill	092722A-7064	09/27/2022		531.309 · Electric - ...	-1,298.96	1,298.96
TOTAL					-1,298.96	1,298.96
Bill Pmt -Check	1012ACH13	10/12/2022	FPL	1101000 · Cash- O...		-3,615.75
Bill	092722B-8308	09/27/2022		531.301 · Electric S...	-3,615.75	3,615.75
TOTAL					-3,615.75	3,615.75
Bill Pmt -Check	101722ACH13	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-9.59
Bill	15351301	09/23/2022		536.301 · Water Se...	-9.59	9.59
TOTAL					-9.59	9.59
Bill Pmt -Check	10622ACH13	10/06/2022	FPL	1101000 · Cash- O...		-3,813.84
Bill	092722A-8308	09/27/2022		531.301 · Electric S...	-3,813.84	3,813.84
TOTAL					-3,813.84	3,813.84
Bill Pmt -Check	101722ACH14	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-20.52
Bill	15351300	09/23/2022		536.301 · Water Se...	-20.52	20.52
TOTAL					-20.52	20.52
Bill Pmt -Check	101722ACH15	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-16.34
Bill	15351299	09/23/2022		536.301 · Water Se...	-16.34	16.34
TOTAL					-16.34	16.34

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	101722ACH16	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-9.59
Bill	15353804	09/23/2022		536.301 · Water Se...	-9.59	9.59
TOTAL					-9.59	9.59
Bill Pmt -Check	101722ACH17	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-438.87
Bill	15353803	09/23/2022		536.301 · Water Se...	-438.87	438.87
TOTAL					-438.87	438.87
Bill Pmt -Check	101722ACH18	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-616.88
Bill	15353781	09/23/2022		536.301 · Water Se...	-616.88	616.88
TOTAL					-616.88	616.88
Bill Pmt -Check	101722ACH19	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-341.74
Bill	15352344	09/23/2022		536.301 · Water Se...	-341.74	341.74
TOTAL					-341.74	341.74
Bill Pmt -Check	101722ACH20	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-590.34
Bill	092322-5080	09/23/2022		536.309 · Water - C...	-590.34	590.34
TOTAL					-590.34	590.34
Bill Pmt -Check	101722ACH21	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-902.94
Bill	15351304	09/23/2022		536.304 · Water - Vi...	-902.94	902.94
TOTAL					-902.94	902.94
Bill Pmt -Check	101722ACH22	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-38.63
Bill	15351305	09/23/2022		536.301 · Water Se...	-38.63	38.63
TOTAL					-38.63	38.63
Bill Pmt -Check	101722ACH23	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-75.38
Bill	15351306	09/23/2022		536.301 · Water Se...	-75.38	75.38
TOTAL					-75.38	75.38
Bill Pmt -Check	101722ACH24	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-17.71
Bill	15351312	09/23/2022		536.301 · Water Se...	-17.71	17.71
TOTAL					-17.71	17.71
Bill Pmt -Check	101722ACH25	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-27.44
Bill	15351308	09/23/2022		536.301 · Water Se...	-27.44	27.44
TOTAL					-27.44	27.44

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	101722ACH26	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-112.98
Bill	15351309	09/23/2022		536.301 · Water Se...	-112.98	112.98
TOTAL					-112.98	112.98
Bill Pmt -Check	101722ACH27	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-55.58
Bill	15351310	09/23/2022		536.301 · Water Se...	-55.58	55.58
TOTAL					-55.58	55.58
Bill Pmt -Check	101722ACH28	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-47.98
Bill	15351311	09/23/2022		536.301 · Water Se...	-47.98	47.98
TOTAL					-47.98	47.98
Bill Pmt -Check	101722ACH29	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-9.59
Bill	15351313	09/23/2022		536.301 · Water Se...	-9.59	9.59
TOTAL					-9.59	9.59
Bill Pmt -Check	101722ACH30	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-33.10
Bill	15351314	09/23/2022		536.301 · Water Se...	-33.10	33.10
TOTAL					-33.10	33.10
Bill Pmt -Check	101722ACH31	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-42.77
Bill	15351315	09/23/2022		536.301 · Water Se...	-42.77	42.77
TOTAL					-42.77	42.77
Bill Pmt -Check	101722ACH32	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-60.61
Bill	15351316	09/23/2022		536.301 · Water Se...	-60.61	60.61
TOTAL					-60.61	60.61
Bill Pmt -Check	101722ACH33	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-10.56
Bill	15351317	09/23/2022		536.301 · Water Se...	-10.56	10.56
TOTAL					-10.56	10.56
Bill Pmt -Check	101722ACH34	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-94.20
Bill	15351318	09/23/2022		536.301 · Water Se...	-94.20	94.20
TOTAL					-94.20	94.20
Bill Pmt -Check	101722ACH35	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-9.59
Bill	15351319	09/23/2022		536.301 · Water Se...	-9.59	9.59
TOTAL					-9.59	9.59

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	101722ACH36	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-25.55
Bill	15351321	09/23/2022		536.301 · Water Se...	-25.55	25.55
TOTAL					-25.55	25.55
Bill Pmt -Check	101722ACH37	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-16.34
Bill	15351322	09/23/2022		536.301 · Water Se...	-16.34	16.34
TOTAL					-16.34	16.34
Bill Pmt -Check	101722ACH38	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-18.91
Bill	15351323	09/23/2022		536.301 · Water Se...	-18.91	18.91
TOTAL					-18.91	18.91
Bill Pmt -Check	101722ACH39	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-20.92
Bill	15351324	09/23/2022		536.301 · Water Se...	-20.92	20.92
TOTAL					-20.92	20.92
Bill Pmt -Check	101722ACH40	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-13.65
Bill	15351325	09/23/2022		536.301 · Water Se...	-13.65	13.65
TOTAL					-13.65	13.65
Bill Pmt -Check	101722ACH41	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-25.83
Bill	15351327	09/23/2022		536.301 · Water Se...	-25.83	25.83
TOTAL					-25.83	25.83
Bill Pmt -Check	101722ACH42	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-26.64
Bill	15351328	09/23/2022		536.301 · Water Se...	-26.64	26.64
TOTAL					-26.64	26.64
Bill Pmt -Check	101722ACH43	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-9.59
Bill	15351331	09/23/2022		536.301 · Water Se...	-9.59	9.59
TOTAL					-9.59	9.59
Bill Pmt -Check	101722ACH44	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-32.93
Bill	15351347	09/23/2022		536.301 · Water Se...	-32.93	32.93
TOTAL					-32.93	32.93
Bill Pmt -Check	101722ACH45	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-9.59
Bill	15351348	09/23/2022		536.301 · Water Se...	-9.59	9.59
TOTAL					-9.59	9.59

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	101722ACH46	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-25.61
Bill	15351349	09/23/2022		536.301 · Water Se...	-25.61	25.61
TOTAL					-25.61	25.61
Bill Pmt -Check	101722ACH47	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-105.35
Bill	15351351	09/23/2022		536.301 · Water Se...	-105.35	105.35
TOTAL					-105.35	105.35
Bill Pmt -Check	101722ACH48	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-21.83
Bill	15352098	09/23/2022		536.301 · Water Se...	-21.83	21.83
TOTAL					-21.83	21.83
Bill Pmt -Check	101722ACH49	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-28.67
Bill	15352099	09/23/2022		536.301 · Water Se...	-28.67	28.67
TOTAL					-28.67	28.67
Bill Pmt -Check	101722ACH50	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-7.52
Bill	15352100	09/23/2022		536.301 · Water Se...	-7.52	7.52
TOTAL					-7.52	7.52
Bill Pmt -Check	101722ACH51	10/17/2022	City of Palm Coast	1101000 · Cash- O...		-114.76
Bill	15351358	09/23/2022		536.301 · Water Se...	-114.76	114.76
TOTAL					-114.76	114.76
Bill Pmt -Check	2037	10/01/2022	Egis Insurance an...	1101000 · Cash- O...		-109,195.00
Bill	16868	10/01/2022		539.503 · Insurance...	-109,195.00	109,195.00
TOTAL					-109,195.00	109,195.00
Bill Pmt -Check	2043	10/01/2022	Egis Insurance an...	1101000 · Cash- O...		-12,213.85
Bill	17181	10/01/2022		572.303 · Workers ...	-12,213.85	12,213.85
TOTAL					-12,213.85	12,213.85
Bill Pmt -Check	2044	10/17/2022	Kevin Quinn Music	1101000 · Cash- O...		-200.00
Bill	1022	10/13/2022		574.775 · Special H...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2045	10/18/2022	Stephanie Fawley	1101000 · Cash- O...		-200.00
Bill	1	10/18/2022		574.775 · Special H...	-200.00	200.00
TOTAL					-200.00	200.00

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	2051	10/06/2022	Barry Kloptosky	1101000 · Cash- O...		-251.55
Bill	090122 Mile...	10/06/2022		572.304 · Mileage R...	-251.55	251.55
TOTAL					-251.55	251.55
Bill Pmt -Check	2052	10/06/2022	Bryon C. Lenhart	1101000 · Cash- O...		-201.83
Bill	090122 Mile...	10/06/2022		572.304 · Mileage R...	-201.83	201.83
TOTAL					-201.83	201.83
Bill Pmt -Check	2053	10/06/2022	Jeremey Wilson	1101000 · Cash- O...		-253.89
Bill	090122 Mile...	10/06/2022		572.785 · Communi...	-253.89	253.89
TOTAL					-253.89	253.89
Bill Pmt -Check	2054	10/06/2022	Ken Brokaw	1101000 · Cash- O...		-42.76
Bill	090122 Mile...	10/06/2022		572.304 · Mileage R...	-42.76	42.76
TOTAL					-42.76	42.76
Bill Pmt -Check	2055	10/10/2022	Chip Howden	1101000 · Cash- O...		-200.00
Bill	100622-work...	10/10/2022		511.111 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2056	10/10/2022	Dr. Merrill Stass-Is...	1101000 · Cash- O...		-200.00
Bill	100622-work...	10/10/2022		511.111 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2057	10/10/2022	John Polizzi	1101000 · Cash- O...		-200.00
Bill	100622-work...	10/10/2022		511.111 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2058	10/10/2022	Kevin Foley	1101000 · Cash- O...		-200.00
Bill	100622-work...	10/10/2022		511.111 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2059	10/10/2022	Michael Flanagan	1101000 · Cash- O...		-200.00
Bill	100622-work...	10/10/2022		511.111 · Superviso...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2060	10/11/2022	Oakley Woods	1101000 · Cash- O...		-75.80
Bill	V133257	09/19/2022		572.780 · Amenity ...	-75.80	75.80
TOTAL					-75.80	75.80

Grand Haven CDD
Check Detail
 October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	2061	10/24/2022	Chip Howden	1101000 · Cash- O...		-200.00
Bill	102022	10/24/2022		1511001 · P/R - Bo...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2062	10/24/2022	Dr. Merrill Stass-Is...	1101000 · Cash- O...		-200.00
Bill	102022	10/24/2022		1511001 · P/R - Bo...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2063	10/24/2022	John Polizzi	1101000 · Cash- O...		-200.00
Bill	102022	10/24/2022		1511001 · P/R - Bo...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2064	10/24/2022	Kevin Foley	1101000 · Cash- O...		-200.00
Bill	102022	10/24/2022		1511001 · P/R - Bo...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	2065	10/24/2022	Michael Flanagan	1101000 · Cash- O...		0.00
TOTAL					0.00	0.00
Bill Pmt -Check	2066	10/25/2022	Flagler County Tax...	1101000 · Cash- O...		-281.10
Bill	135568914	10/25/2022		541.615 · Vehicles ...	-281.10	281.10
TOTAL					-281.10	281.10
Bill Pmt -Check	2068	10/28/2022	Oakley Woods	1101000 · Cash- O...		-724.63
Bill	V133225	08/11/2022		572.780 · Amenity ...	-724.63	724.63
TOTAL					-724.63	724.63
Bill Pmt -Check	100142	10/04/2022	AlarmPro Inc	1101000 · Cash- O...		-263.00
Bill	100122-0688	10/01/2022		572.907 · Fire & Se...	-144.00	144.00
Bill	100122-6755	10/01/2022		572.907 · Fire & Se...	-119.00	119.00
TOTAL					-263.00	263.00
Bill Pmt -Check	100143	10/04/2022	Amazon Business	1101000 · Cash- O...		-664.44
Bill	14KD-F7W...	09/19/2022		572.790 · CERT Ra...	-98.95	98.95
Bill	1DWV-VFX...	09/21/2022		572.702 · Office Su...	-32.44	32.44
Bill	1FXR-N4JH-...	09/22/2022		572.785 · Communi...	-43.00	43.00
Bill	1YHW-39C...	09/22/2022		531.301 · Electric S...	-14.96	14.96
Bill	1NMF-9CJ7-...	09/23/2022		572.785 · Communi...	-218.97	218.97
Bill	17VX-4WM...	09/25/2022		572.702 · Office Su...	-26.94	26.94
Bill	1MFT-P6XM...	09/25/2022		572.780 · Amenity ...	-149.40	149.40
Bill	1PFN-7493-...	09/25/2022		572.780 · Amenity ...	-79.78	79.78
TOTAL					-664.44	664.44

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100144	10/04/2022	Amenity Managem...	1101000 · Cash- O...		-52,685.50
Bill	402886	10/01/2022		572.305 · Amenity ...	-52,685.50	52,685.50
TOTAL					-52,685.50	52,685.50
Bill Pmt -Check	100145	10/04/2022	AmeriGas	1101000 · Cash- O...		-449.87
Bill	3140905269	09/09/2022		532.306 · Propane	-449.87	449.87
TOTAL					-449.87	449.87
Bill Pmt -Check	100146	10/04/2022	Clark & Albaugh, L...	1101000 · Cash- O...		-11,522.19
Bill	18094	10/02/2022		514.007 · Legal - G...	-11,522.19	11,522.19
TOTAL					-11,522.19	11,522.19
Bill Pmt -Check	100147	10/04/2022	Community Controls	1101000 · Cash- O...		-1,743.80
Bill	AAAO605551	09/02/2022		529.103 · Gate Co...	-1,743.80	1,743.80
TOTAL					-1,743.80	1,743.80
Bill Pmt -Check	100148	10/04/2022	Guard One Protect...	1101000 · Cash- O...		-8,116.24
Bill	131052	09/20/2022		529.306 · Gate Acc...	-8,116.24	8,116.24
TOTAL					-8,116.24	8,116.24
Bill Pmt -Check	100149	10/04/2022	Innersync	1101000 · Cash- O...		-378.75
Bill	20813	10/01/2022		513.906 · Website ...	-378.75	378.75
TOTAL					-378.75	378.75
Bill Pmt -Check	100150	10/04/2022	JB Rent-All	1101000 · Cash- O...		-73.96
Bill	109077	09/13/2022		572.785 · Communi...	-73.96	73.96
TOTAL					-73.96	73.96
Bill Pmt -Check	100151	10/04/2022	Poolsure	1101000 · Cash- O...		-1,412.20
Bill	1112956018...	10/01/2022		572.744 · Pool Che...	-1,412.20	1,412.20
TOTAL					-1,412.20	1,412.20
Bill Pmt -Check	100152	10/04/2022	Precision Land Gr...	1101000 · Cash- O...		-4,033.33
Bill	433	10/01/2022		539.606 · Landscap...	-4,033.33	4,033.33
TOTAL					-4,033.33	4,033.33
Bill Pmt -Check	100153	10/04/2022	Solitude Lake Man...	1101000 · Cash- O...		-5,444.00
Bill	PSI-05812	09/23/2022		539.755 · Unbudget...	-5,444.00	5,444.00
TOTAL					-5,444.00	5,444.00

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100154	10/04/2022	The Gate Store, Inc.	1101000 · Cash- O...		-253.50
Bill	20521	09/26/2022		529.736 · Gate Ope...	-253.50	253.50
TOTAL					-253.50	253.50
Bill Pmt -Check	100155	10/04/2022	TUI	1101000 · Cash- O...		-77.61
Bill	AR38518	09/26/2022		572.702 · Office Su...	-77.61	77.61
TOTAL					-77.61	77.61
Bill Pmt -Check	100156	10/04/2022	VerdeGo	1101000 · Cash- O...		-6,938.25
Bill	9322	09/19/2022		539.659 · Landscap...	-890.00	890.00
Bill	9325	09/19/2022		539.659 · Landscap...	-1,475.00	1,475.00
Bill	9324	09/19/2022		539.659 · Landscap...	-1,420.00	1,420.00
Bill	9321	09/19/2022		539.609 · Irrigation ...	-993.25	993.25
Bill	9323	09/19/2022		539.659 · Landscap...	-2,160.00	2,160.00
TOTAL					-6,938.25	6,938.25
Bill Pmt -Check	100157	10/04/2022	Waste Management	1101000 · Cash- O...		-909.49
Bill	8534831-01...	09/26/2022		534.305 · Garbage -...	-277.29	277.29
Bill	8534534-01...	09/26/2022		534.305 · Garbage -...	-632.20	632.20
TOTAL					-909.49	909.49
Bill Pmt -Check	100158	10/11/2022	Amazon Business	1101000 · Cash- O...		-152.44
Bill	13N-91NL-6...	09/28/2022		572.780 · Amenity ...	-66.71	66.71
Bill	1W34-W7L4...	09/30/2022		572.780 · Amenity ...	-61.97	61.97
Bill	1MT3-J1M7-...	10/02/2022		572.780 · Amenity ...	-23.76	23.76
TOTAL					-152.44	152.44
Bill Pmt -Check	100159	10/11/2022	Celera IT Services,...	1101000 · Cash- O...		-2,499.00
Bill	1620	10/01/2022		519.952 · IT Support	-2,499.00	2,499.00
TOTAL					-2,499.00	2,499.00
Bill Pmt -Check	100160	10/11/2022	Massey Services I...	1101000 · Cash- O...		-150.00
Bill	100422-6143	10/04/2022		572.765 · Pest Cont...	-75.00	75.00
Bill	102322-6155	10/23/2022		572.765 · Pest Cont...	-75.00	75.00
TOTAL					-150.00	150.00
Bill Pmt -Check	100161	10/11/2022	NetFortris	1101000 · Cash- O...		-550.75
Bill	IN-US11844...	09/29/2022		572.707 · Village C...	-550.75	550.75
TOTAL					-550.75	550.75

Grand Haven CDD
Check Detail
 October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100162	10/11/2022	Solitude Lake Man...	1101000 · Cash- O...		-4,750.85
Bill	PSI-07801	09/26/2022		538.602 · Aquatic C...	-4,376.41	4,376.41
Bill	PSI-07802	09/26/2022		538.605 · Aquatic C...	-374.44	374.44
TOTAL					-4,750.85	4,750.85
Bill Pmt -Check	100163	10/11/2022	The Gate Store, Inc.	1101000 · Cash- O...		-510.00
Bill	20545	10/03/2022		529.736 · Gate Ope...	-510.00	510.00
TOTAL					-510.00	510.00
Bill Pmt -Check	100164	10/11/2022	VerdeGo	1101000 · Cash- O...		-37,960.25
Bill	9401	09/30/2022		539.659 · Landscap...	-4,550.00	4,550.00
Bill	9407	09/30/2022		539.659 · Landscap...	-4,560.00	4,560.00
Bill	9403	09/30/2022		539.659 · Landscap...	-2,975.00	2,975.00
Bill	9405	09/30/2022		539.659 · Landscap...	-2,500.00	2,500.00
Bill	9399	09/30/2022		539.659 · Landscap...	-4,881.50	4,881.50
Bill	9408.00	09/30/2022		539.659 · Landscap...	-2,800.00	2,800.00
Bill	9400	09/30/2022		539.659 · Landscap...	-2,624.50	2,624.50
Bill	9406	09/30/2022		539.659 · Landscap...	-2,640.00	2,640.00
Bill	9398	09/30/2022		539.659 · Landscap...	-5,700.00	5,700.00
Bill	9402	09/30/2022		539.659 · Landscap...	-4,287.50	4,287.50
Bill	9411	09/30/2022		539.659 · Landscap...	-441.75	441.75
TOTAL					-37,960.25	37,960.25
Bill Pmt -Check	100165	10/11/2022	WebWatchDogs	1101000 · Cash- O...		-549.00
Bill	7928	09/26/2022		572.780 · Amenity ...	-549.00	549.00
TOTAL					-549.00	549.00
Bill Pmt -Check	100166	10/14/2022	Amazon Business	1101000 · Cash- O...		-49.98
Bill	101022-U9KY	10/10/2022		572.780 · Amenity ...	-49.98	49.98
TOTAL					-49.98	49.98
Bill Pmt -Check	100167	10/14/2022	AmeriGas	1101000 · Cash- O...		-674.76
Bill	3141246111	09/21/2022		532.306 · Propane	-674.76	674.76
TOTAL					-674.76	674.76
Bill Pmt -Check	100168	10/14/2022	Bug-Guard Servic...	1101000 · Cash- O...		-50.00
Bill	218091	10/03/2022		572.765 · Pest Cont...	-25.00	25.00
Bill	218092	10/03/2022		572.765 · Pest Cont...	-25.00	25.00
TOTAL					-50.00	50.00
Bill Pmt -Check	100169	10/14/2022	Guard One Protect...	1101000 · Cash- O...		-6,676.99
Bill	131698	10/04/2022		529.306 · Gate Acc...	-6,676.99	6,676.99
TOTAL					-6,676.99	6,676.99

Grand Haven CDD
Check Detail
 October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100170	10/14/2022	Jason Shaw	1101000 · Cash- O...		-3,400.00
Bill	081822	08/18/2022		539.608 · Landscap...	-600.00	600.00
Bill	100622	10/06/2022		539.622 · Storm Cle...	-2,800.00	2,800.00
TOTAL					-3,400.00	3,400.00
Bill Pmt -Check	100171	10/14/2022	Louise Leister	1101000 · Cash- O...		-800.00
Bill	100822-	10/08/2022		539.600 · Horticultu...	-800.00	800.00
TOTAL					-800.00	800.00
Bill Pmt -Check	100172	10/14/2022	Massey Services I...	1101000 · Cash- O...		-139.87
Bill	100622-6983	10/06/2022		572.765 · Pest Cont...	-64.87	64.87
Bill	100622-6985	10/06/2022		572.765 · Pest Cont...	-75.00	75.00
TOTAL					-139.87	139.87
Bill Pmt -Check	100173	10/14/2022	VerdeGo	1101000 · Cash- O...		-4,962.50
Bill	9404	09/30/2022		539.659 · Landscap...	-4,962.50	4,962.50
TOTAL					-4,962.50	4,962.50
Bill Pmt -Check	100174	10/14/2022	WebWatchDogs	1101000 · Cash- O...		-250.00
Bill	7946	10/07/2022		572.780 · Amenity ...	-250.00	250.00
TOTAL					-250.00	250.00
Bill Pmt -Check	100175	10/14/2022	Flagler Finish & C...	1101000 · Cash- O...		-6,510.00
Bill	000115	10/07/2022		539.755 · Unbudget...	-6,510.00	6,510.00
TOTAL					-6,510.00	6,510.00
Bill Pmt -Check	100176	10/14/2022	TruBlue Pools LLC	1101000 · Cash- O...		-454.00
Bill	7645	09/30/2022		572.780 · Amenity ...	-141.00	141.00
Bill	8034	10/10/2022		572.780 · Amenity ...	-313.00	313.00
TOTAL					-454.00	454.00
Bill Pmt -Check	100177	10/18/2022	Allied Administrat...	1101000 · Cash- O...		-583.20
Bill	101322-	10/13/2022		572.913 · Health Ins...	-583.20	583.20
TOTAL					-583.20	583.20
Bill Pmt -Check	100178	10/18/2022	Amazon Business	1101000 · Cash- O...		-388.87
Bill	1H4Y-TJTD-...	10/10/2022		572.780 · Amenity ...	-179.07	179.07
Bill	1N7T-X4CL-...	10/10/2022		539.622 · Storm Cle...	-54.28	54.28
Bill	1JVK-L37N-...	10/11/2022		572.702 · Office Su...	-67.73	67.73
Bill	17P1-JJC7-...	10/11/2022		541.615 · Vehicles ...	-17.81	17.81
Bill	1J71-KPGJ-...	10/11/2022		539.622 · Storm Cle...	-39.99	39.99
Bill	1N4Y-FJ4R-...	10/13/2022		572.780 · Amenity ...	-29.99	29.99
TOTAL					-388.87	388.87

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100179	10/18/2022	Broadcast Music I...	1101000 · Cash- O...		-2,148.30
Bill	44808430	10/02/2022		519.955 · Music Lic...	-2,148.30	2,148.30
TOTAL					-2,148.30	2,148.30
Bill Pmt -Check	100180	10/18/2022	CES	1101000 · Cash- O...		-630.06
Bill	PMC/225296	09/27/2022		529.700 · Guardhou...	-630.06	630.06
TOTAL					-630.06	630.06
Bill Pmt -Check	100181	10/18/2022	DoorKing Inc.	1101000 · Cash- O...		-32.95
Bill	1892908	10/10/2022		529.736 · Gate Ope...	-32.95	32.95
TOTAL					-32.95	32.95
Bill Pmt -Check	100182	10/18/2022	Solitude Lake Man...	1101000 · Cash- O...		-5,537.90
Bill	PSI-21102	10/11/2022		538.605 · Aquatic C...	-385.71	385.71
Bill	PSI-21101	10/11/2022		538.602 · Aquatic C...	-4,507.71	4,507.71
Bill	PSI-21339	10/11/2022		538.606 · Aquatic C...	-644.48	644.48
TOTAL					-5,537.90	5,537.90
Bill Pmt -Check	100183	10/18/2022	Sunshine State	1101000 · Cash- O...		-922.00
Bill	34277026	10/13/2022		572.780 · Amenity ...	-49.00	49.00
Bill	34273827	10/13/2022		572.780 · Amenity ...	-873.00	873.00
TOTAL					-922.00	922.00
Bill Pmt -Check	100184	10/18/2022	TEM Systems	1101000 · Cash- O...		-3,342.50
Bill	360	09/06/2022		539.755 · Unbudget...	-3,342.50	3,342.50
TOTAL					-3,342.50	3,342.50
Bill Pmt -Check	100185	10/18/2022	The Gate Store, Inc.	1101000 · Cash- O...		-331.06
Bill	19490	05/01/2022		529.736 · Gate Ope...	-331.06	331.06
TOTAL					-331.06	331.06
Bill Pmt -Check	100186	10/18/2022	UnitedHealthcare	1101000 · Cash- O...		-94.89
Bill	1670796214...	10/01/2022		572.913 · Health Ins...	-94.89	94.89
TOTAL					-94.89	94.89
Bill Pmt -Check	100187	10/18/2022	Vector Security, Inc.	1101000 · Cash- O...		-179.90
Bill	70828179	09/25/2022		572.907 · Fire & Se...	-179.90	179.90
TOTAL					-179.90	179.90

Grand Haven CDD
Check Detail
 October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100188	10/18/2022	Vesta Property Ser...	1101000 · Cash- O...		-117.50
Bill	403452	09/30/2022		572.780 · Amenity ...	-117.50	117.50
TOTAL					-117.50	117.50
Bill Pmt -Check	100189	10/18/2022	Welch Tennis Cou...	1101000 · Cash- O...		-195.13
Bill	68767	10/11/2022		572.780 · Amenity ...	-122.86	122.86
Bill	68851	10/15/2022		572.780 · Amenity ...	-72.27	72.27
TOTAL					-195.13	195.13
Bill Pmt -Check	100190	10/19/2022	Amazon Business	1101000 · Cash- O...		-584.51
Bill	1WLL-XML...	10/05/2022		572.780 · Amenity ...	-290.39	290.39
Bill	1GHL-KYFT...	10/14/2022		572.780 · Amenity ...	-294.12	294.12
TOTAL					-584.51	584.51
Bill Pmt -Check	100191	10/19/2022	DPFG	1101000 · Cash- O...		-108.94
Bill	403444	09/30/2022		519.410 · Postage	-108.94	108.94
TOTAL					-108.94	108.94
Bill Pmt -Check	100192	10/19/2022	Massey Services I...	1101000 · Cash- O...		-50.00
Bill	50292201	10/17/2022		572.765 · Pest Cont...	-50.00	50.00
TOTAL					-50.00	50.00
Bill Pmt -Check	100193	10/19/2022	TruBlue Pools LLC	1101000 · Cash- O...		-2,018.00
Bill	8061	10/14/2022		572.780 · Amenity ...	-2,018.00	2,018.00
TOTAL					-2,018.00	2,018.00
Bill Pmt -Check	100194	10/24/2022	Amazon Business	1101000 · Cash- O...		-30.79
Bill	14PP-6PQJ-...	09/05/2022		572.780 · Amenity ...	-30.79	30.79
TOTAL					-30.79	30.79
Bill Pmt -Check	100195	10/25/2022	Graphic Sign Design	1101000 · Cash- O...		-532.50
Bill	13620	07/15/2022		572.780 · Amenity ...	-532.50	532.50
TOTAL					-532.50	532.50
Bill Pmt -Check	100196	10/25/2022	Lloyd's Exercise E...	1101000 · Cash- O...		-499.95
Bill	E95-98	10/22/2022		572.780 · Amenity ...	-499.95	499.95
TOTAL					-499.95	499.95

Grand Haven CDD
Check Detail
 October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100197	10/25/2022	Welch Tennis Cou...	1101000 · Cash- O...		-230.16
Bill	68925	10/20/2022		572.780 · Amenity ...	-230.16	230.16
TOTAL					-230.16	230.16
Bill Pmt -Check	100198	10/25/2022	Kimley-Horn	1101000 · Cash- O...		-840.00
Bill	142434000-...	09/30/2022		519.320 · Engineering	-840.00	840.00
TOTAL					-840.00	840.00
Bill Pmt -Check	100199	10/26/2022	ACF, Inc.	1101000 · Cash- O...		-801.81
Bill	Invoice 023...	10/21/2022		572.780 · Amenity ...	-801.81	801.81
TOTAL					-801.81	801.81
Bill Pmt -Check	100200	10/26/2022	Amazon Business	1101000 · Cash- O...		-322.73
Bill	1NTD-CDYC...	10/15/2022		572.702 · Office Su...	-16.70	16.70
Bill	1KW6-GWM...	10/15/2022		572.702 · Office Su...	-46.16	46.16
Bill	1PNY-H3DD...	10/17/2022		574.775 · Special H...	-259.87	259.87
TOTAL					-322.73	322.73
Bill Pmt -Check	100201	10/26/2022	Culligan	1101000 · Cash- O...		-160.70
Bill	093022-5376	09/30/2022		572.780 · Amenity ...	-8.90	8.90
Bill	093022-5392	09/30/2022		572.780 · Amenity ...	-66.90	66.90
Bill	093022-2932	09/30/2022		572.780 · Amenity ...	-84.90	84.90
TOTAL					-160.70	160.70
Bill Pmt -Check	100202	10/26/2022	DPFG	1101000 · Cash- O...		-7,080.33
Bill	403510	10/01/2022		513.100 · District M...	-3,358.25	3,358.25
				1513060 · Accounti...	-1,843.24	1,843.24
				1513010 · Administr...	-892.67	892.67
				1511004 · Assessm...	-811.17	811.17
Bill	403630	10/20/2022		513.100 · District M...	-175.00	175.00
TOTAL					-7,080.33	7,080.33
Bill Pmt -Check	100203	10/26/2022	Jason Shaw	1101000 · Cash- O...		-3,700.00
Bill	101322	10/13/2022		539.622 · Storm Cle...	-3,700.00	3,700.00
TOTAL					-3,700.00	3,700.00
Bill Pmt -Check	100204	10/26/2022	JB Rent-All	1101000 · Cash- O...		-174.95
Bill	101322-1783	10/13/2022		539.755 · Unbudget...	-174.95	174.95
TOTAL					-174.95	174.95
Bill Pmt -Check	100205	10/26/2022	Mid Florida Directi...	1101000 · Cash- O...		-3,360.00
Bill	1585	10/21/2022		539.755 · Unbudget...	-3,360.00	3,360.00
TOTAL					-3,360.00	3,360.00

Grand Haven CDD Check Detail October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100206	10/26/2022	Poolsure	1101000 · Cash- O...		-1,412.20
Bill	1112956023...	10/26/2022		572.744 · Pool Che...	-1,412.20	1,412.20
TOTAL					-1,412.20	1,412.20
Bill Pmt -Check	100207	10/26/2022	TruBlue Pools LLC	1101000 · Cash- O...		-24,606.00
Bill	8069	10/20/2022		539.656 · Pool Heat...	-24,044.00	24,044.00
Bill	8079	10/25/2022		572.780 · Amenity ...	-562.00	562.00
TOTAL					-24,606.00	24,606.00
Bill Pmt -Check	100208	10/27/2022	Waste Management	1101000 · Cash- O...		-725.75
Bill	8535536-01...	10/25/2022		534.305 · Garbage -...	-725.75	725.75
TOTAL					-725.75	725.75
Bill Pmt -Check	100209	10/28/2022	Amazon Business	1101000 · Cash- O...		-46.98
Bill	1YHL-R344-...	10/25/2022		572.702 · Office Su...	-18.99	18.99
Bill	1MVN-94YX...	10/25/2022		572.780 · Amenity ...	-27.99	27.99
TOTAL					-46.98	46.98
Bill Pmt -Check	100210	10/28/2022	Amenity Managem...	1101000 · Cash- O...		-49,398.80
Bill	401916	09/01/2022		572.305 · Amenity ...	-49,398.80	49,398.80
TOTAL					-49,398.80	49,398.80
Bill Pmt -Check	100211	10/28/2022	Community Controls	1101000 · Cash- O...		-1,890.80
Bill	AAAO613499	10/21/2022		529.103 · Gate Co...	-1,743.80	1,743.80
Bill	AAA0164835	10/24/2022		529.103 · Gate Co...	-147.00	147.00
TOTAL					-1,890.80	1,890.80
Bill Pmt -Check	100212	10/28/2022	SE Cline	1101000 · Cash- O...		-2,568.75
Bill	9931	10/24/2022		539.755 · Unbudget...	-2,568.75	2,568.75
TOTAL					-2,568.75	2,568.75
Bill Pmt -Check	100213	10/28/2022	TEM Systems	1101000 · Cash- O...		-530.00
Bill	INV24723	10/25/2022		529.736 · Gate Ope...	-530.00	530.00
TOTAL					-530.00	530.00
Bill Pmt -Check	100214	10/28/2022	TUI	1101000 · Cash- O...		-72.78
Bill	AR39334	10/24/2022		572.702 · Office Su...	-72.78	72.78
TOTAL					-72.78	72.78

Grand Haven CDD
Check Detail
October 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	100215	10/28/2022	VerdeGo	1101000 · Cash- O...		-53,211.43
Bill	9644	10/24/2022		539.604 · Landscap...	-53,211.43	53,211.43
TOTAL					-53,211.43	53,211.43
Bill Pmt -Check	100216	10/28/2022	Waste Management	1101000 · Cash- O...		-339.23
Bill	8535830-01...	10/25/2022		534.305 · Garbage -...	-339.23	339.23
TOTAL					-339.23	339.23
Bill Pmt -Check	100217	10/31/2022	NetFortris	1101000 · Cash- O...		-104.29
Bill	IN-US1184364	09/29/2022		572.707 · Village C...	-104.29	104.29
TOTAL					-104.29	104.29
Bill Pmt -Check	100218	10/31/2022	The Gate Store, Inc.	1101000 · Cash- O...		-225.00
Bill	20722	10/27/2022		529.700 · Guardhou...	-225.00	225.00
TOTAL					-225.00	225.00



250 International Parkway, Suite 280
Lake Mary, FL 32746
TEL: 321-263-0132

Bill To

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

Invoice

Date 10/20/2022
Invoice # 403630

In Reference To:

Additional Board Meeting Overage Billing:

PLEASE REMIT PAYMENT TO CORPORATE HEADQUARTERS:
DPFG M&C
c/o Vesta Property Services, Inc.
245 Riverside Avenue, Suite 300
Jacksonville, FL 32202

Description	Quantity	Rate	Amount
10/20/22 Board Meeting - meeting ran from 9:02 AM to 2:10 PM (1 hour exceeding the normal 4 hour meeting time)	1	175.00	175.00

Total \$175.00



250 International Parkway, Suite 280
Lake Mary, FL 32746
TEL: 321-263-0132

Bill To

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

Invoice

Date 10/31/2022
Invoice # 404328

In Reference To:

Pass Thru Expenses - October 2022

PLEASE REMIT PAYMENT TO CORPORATE HEADQUARTERS:
DPFG M&C
c/o Vesta Property Services, Inc.
245 Riverside Avenue, Suite 300
Jacksonville, FL 32202

Description	Quantity	Rate	Amount
Billable Expenses			
MARCY SCOTT - VANESSA STEPANIAK			14.84
NINA ADHAV - VANESSA STEPANIAK			14.93
Total Billable Expenses			29.77

Total \$29.77

WORLDWIDE EXPRESS
PO BOX 733360
DALLAS TX 75373

Remittance Advice

Your payment is due **October 27, 2022**

Invoice Number: **2210048868**

Invoice Date: **10/12/2022**

Account Number: **W021088396**

UPS Shipper Number: **E10A79**



Payments received by the Due Date	
Amount Due	\$ 31.88

Payments received after the Due Date	
Amount Due	\$ 39.03

VESTA PROPERTY SERVICES
245 RIVERSIDE AVE STE 250
JACKSONVILLE FL 32202

Remit To:
WORLDWIDE EXPRESS
P.O. BOX 733360
DALLAS TX 75373

To ensure proper credit, return this portion with your payment.
Please make checks payable to Worldwide Express.
To avoid late fees, allow 5 or more days for postal delivery.



VESTA PROPERTY SERVICES
250 INTERNATIONAL PKWY
LAKE MARY FL 32746

Invoice Number: 2210048868
Invoice Date: October 12, 2022
Account/Shipper Number: W021088396/E10A79
Amount Due: \$31.88

Invoice Questions?
Contact your Worldwide Express Office
Phone: 833-5WE-SHIP
Fax: (904) 322-5058

Summary of Charges

Gross Shipment Charges	\$	34.38
Earned Discounts	\$	(7.15)
Service Charges	\$	4.65

Account Aging Summary

Balance Current	\$	277.36
1 - 30 Days	\$	139.40
Over 30 days	\$	-
Over 60 days	\$	-
Over 90 days	\$	-
Total Amount Outstanding	\$	416.76

Amount due by due date	\$	31.88
Amount due after due date	\$	39.03

Worldwide Express payment terms require payment of this invoice by October 27, 2022

Earned discounts apply only to invoices that are paid within payment terms.

Late fees may be assessed on past due balances, as allowed by law.

Where allowed by state law, credit card payments are subject to a surcharge of up to 3%, which will not be greater than the cost of acceptance.

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For change of address, complete this form:

Name: _____

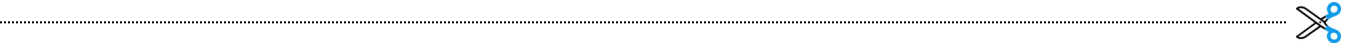
Address: _____ Apt/Suite: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____

EBill Email: _____

Authorizing Signature



Invoice No 2210048868
Invoice Date 10/12/2022
Account No W021088396/E10A79
Account VESTA PROPERTY SERVICES



INVOICE SUMMARIES

REFERENCE CODE SUMMARY

Reference Code	Items	List Price	Discount Price
DPFG - NB	1	\$ 16.11	\$ 12.39
GRAND HAVEN	1	\$ 18.27	\$ 14.84
Total Billed	2	\$ 34.38	\$ 27.23

REFERENCE CODE 2 SUMMARY

Reference Code 2	Items	List Price	Discount Price
DPFG MANAGEMENT AND CONSULTING	2	\$ 34.38	\$ 27.23
Total Billed	2	\$ 34.38	\$ 27.23

Invoice No 2210048868
Invoice Date 10/12/2022
Account No W021088396/E10A79
Account VESTA PROPERTY SERVICES



Original Charges

Invoice Detail				Billing	List Price	Discount Price
UPS No: 1ZE10A790395707693	Shipper	Receiver		Freight	13.85	10.65
Pickup Date 10/03/2022	DPFG MANAGEMENT	EGIS INSURANCE RISK		Fuel Surcharge	2.26	1.74
Service Level Commercial Ground	CONSULTING	ADVISORS				
Weight 1 lb	250 INTERNATIONAL PKWY	LOCKBOX 748555				
Zone 004	LAKE MARY	6000 FELLWOOD ROAD				
Payer Shipper	FL 32746	COLLEGE PARK				
		GA 30349				
	MARCY SCOTT	BANK OF AMERICA LOCK				
Bill Reference: DPGF - NB						
Bill Reference: DPGF Management and Consulting				Total	16.11	12.39
UPS No: 1ZE10A790396252100	Shipper	Receiver		Freight	12.17	9.36
Pickup Date 10/06/2022	DPFG MANAGEMENT	GRAND HAVEN CDD		Delivery Area Surcharge	3.40	3.40
Service Level Commercial Ground	CONSULTING	2 N. VILLAGE PARKWAY		Fuel Surcharge	2.70	2.08
Weight 1 lb	250 INTERNATIONAL PKWY	PALM COAST				
Zone 002	LAKE MARY	FL 32137				
Payer Shipper	FL 32746					
	MARCY SCOTT	VANESSA STEPNIAK				
Bill Reference: Grand Haven						
Bill Reference: DPGF Management and Consulting						
- Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs				Total	18.27	14.84

WORLDWIDE EXPRESS
PO BOX 733360
DALLAS TX 75373

Remittance Advice

Your payment is due November 10, 2022

Invoice Number: 2210142074

Invoice Date: 10/26/2022

Account Number: W021088396

UPS Shipper Number: E10A79



Payments received by the Due Date	
Amount Due	\$ 148.25

Payments received after the Due Date	
Amount Due	\$ 183.47

VESTA PROPERTY SERVICES
245 RIVERSIDE AVE STE 250
JACKSONVILLE FL 32202

Remit To:
WORLDWIDE EXPRESS
P.O. BOX 733360
DALLAS TX 75373

*To ensure proper credit, return this portion with your payment.
Please make checks payable to Worldwide Express.
To avoid late fees, allow 5 or more days for postal delivery.*



VESTA PROPERTY SERVICES
250 INTERNATIONAL PKWY
LAKE MARY FL 32746

Invoice Number: 2210142074
Invoice Date: October 26, 2022
Account/Shipper Number: W021088396/E10A79
Amount Due: \$148.25

Invoice Questions?
Contact your Worldwide Express Office
Phone: 833-5WE-SHIP
Fax: (904) 322-5058

Summary of Charges

Gross Shipment Charges	\$	178.82
Earned Discounts	\$	(35.22)
Service Charges	\$	4.65

Account Aging Summary

Balance Current	\$	328.40
1 - 30 Days	\$	137.80
Over 30 days	\$	-
Over 60 days	\$	-
Over 90 days	\$	-
Total Amount Outstanding	\$	466.20

Amount due by due date	\$	148.25
Amount due after due date	\$	183.47

Worldwide Express payment terms require payment of this invoice by November 10, 2022

Earned discounts apply only to invoices that are paid within payment terms.

Late fees may be assessed on past due balances, as allowed by law.

Where allowed by state law, credit card payments are subject to a surcharge of up to 3%, which will not be greater than the cost of acceptance.

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For change of address, complete this form:

Name: _____

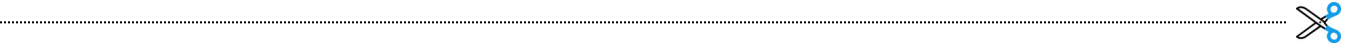
Address: _____ Apt/Suite: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____

EBill Email: _____

Authorizing Signature



Invoice No 2210142074
Invoice Date 10/26/2022
Account No W021088396/E10A79
Account VESTA PROPERTY SERVICES



INVOICE SUMMARIES

REFERENCE CODE SUMMARY

Reference Code	Items	List Price	Discount Price
AVALON GROVES CDD NB	1	\$ 14.16	\$ 10.89
DPFG-B	1	\$ 16.22	\$ 12.47
DPFG-NB	1	\$ 14.87	\$ 11.44
GRAND HAVEN CDD-B	1	\$ 18.39	\$ 14.93
PANTHER TRACE-B	1	\$ 20.17	\$ 16.63
PARKLAND PRESERVE NB	1	\$ 36.78	\$ 28.29
TAMAYA- BEACH - B	1	\$ 58.23	\$ 48.95
Total Billed	7	\$ 178.82	\$ 143.60

REFERENCE CODE 2 SUMMARY

Reference Code 2	Items	List Price	Discount Price
DPFG MANAGEMENT AND CONSULTING	7	\$ 178.82	\$ 143.60
Total Billed	7	\$ 178.82	\$ 143.60

Invoice No 2210142074
Invoice Date 10/26/2022
Account No W021088396/E10A79
Account VESTA PROPERTY SERVICES



Original Charges

Invoice Detail			Billing	List Price	Discount Price
UPS No: 1ZE10A791393877708	Shipper	Receiver	Freight	30.71	23.62
Pickup Date: 10/13/2022	DPFG MANAGEMENT	BNY MELLON	Fuel Surcharge	6.07	4.67
Service Level: Next Day Air Saver	CONSULTING	4655 SALISBURY RD			
Weight: 1 lb	250 INTERNATIONAL PKWY	SUITE 300			
Zone: 132	LAKE MARY	JACKSONVILLE			
Payer: Shipper	FL 32746	FL 32256			
	LOGAN MUETHER	CAROLINE COWART			
Bill Reference: PARKLAND PRESERVE NB Bill Reference: DPFM Management and Consulting - Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs			Total	36.78	28.29
UPS No: 1ZE10A790393791891	Shipper	Receiver	Freight	12.17	9.36
Pickup Date: 10/13/2022	DPFG MANAGEMENT	VESTA PROPERTY SERVICES	Fuel Surcharge	1.99	1.53
Service Level: Commercial Ground	CONSULTING	245 RIVERSIDE AVE			
Weight: 1 lb	250 INTERNATIONAL PKWY	SUITE 300			
Zone: 002	LAKE MARY	JACKSONVILLE			
Payer: Shipper	FL 32746	FL 32202			
	LOGAN MUETHER	SKYE LEE			
Bill Reference: AVALON GROVES CDD NB Bill Reference: DPFM Management and Consulting - Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs			Total	14.16	10.89
UPS No: 1ZE10A790394855114	Shipper	Receiver	Freight	12.17	9.36
Pickup Date: 10/18/2022	DPFG MANAGEMENT	GRAND HAVEN CDD	Delivery Area Surcharge	3.40	3.40
Service Level: Commercial Ground	CONSULTING	2N. VILLAGE PARKWAY	Fuel Surcharge	2.82	2.17
Weight: 1 lb	250 INTERNATIONAL PKWY	PALM COAST			
Zone: 002	LAKE MARY	FL 32137			
Payer: Shipper	FL 32746				
	NINA ADHAV	VANESSA STEPNIAK			
Bill Reference: Grand Haven CDD-B Bill Reference: DPFM Management and Consulting - Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs			Total	18.39	14.93
UPS No: 1ZE10A790192700127	Shipper	Receiver	Freight	33.59	25.84
Pickup Date: 10/19/2022	DPFG MANAGEMENT	BEACH- TAMAYA	Address Correction	18.00	18.00
Service Level: Next Day Air	CONSULTING	12788 MERITAGE BLVD	Fuel Surcharge	6.64	5.11
Weight: 1 lb	250 INTERNATIONAL PKWY	JACKSONVILLE			
Zone: 102	LAKE MARY	FL 32246			
Payer: Shipper	FL 32746				
	NINA ADHAV	ELIZABETH MYERS			
Bill Reference: Tamaya- Beach - B Bill Reference: DPFM Management and Consulting - Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs			Total	58.23	48.95
UPS No: 1ZE10A790397500983	Shipper	Receiver	Freight	13.85	10.65
Pickup Date: 10/19/2022	DPFG MANAGEMENT	EGIS INSURANCE RISK	Fuel Surcharge	2.37	1.82
Service Level: Commercial Ground	CONSULTING	ADVISORS			
Weight: 1 lb	250 INTERNATIONAL PKWY	LOCKBOX 748555			
Zone: 004	LAKE MARY	6000 FELDWOOD ROAD			
Payer: Shipper	FL 32746	COLLEGE PARK			
		GA 30349			
	NINA ADHAV	BANK OF AMERICA LOCK			
Bill Reference: DPFM-B Bill Reference: DPFM Management and Consulting - Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs			Total	16.22	12.47

Invoice No 2210142074
Invoice Date 10/26/2022
Account No W021088396/E10A79
Account VESTA PROPERTY SERVICES



Invoice Detail				Billing	List Price	Discount Price
UPS No: 1ZE10A790394748730	Shipper	Receiver		Freight	12.70	9.77
Pickup Date: 10/19/2022	DPFG MANAGEMENT	STATE BOARD OF		Fuel Surcharge	2.17	1.67
Service Level: Commercial Ground	CONSULTING	ADMINISTRATION				
Weight: 1 lb	250 INTERNATIONAL PKWY	1801 HEMITAGE BLVD				
Zone: 003	STE 208	STE 100				
Payer: Shipper	LAKE MARY	TALLAHASSEE				
	FL 32746	FL 32308				
	HOWARD MCGAFFNEY	DONNA OWENS				
Bill Reference: DPGF-NB						
Bill Reference: DPGF Management and Consulting						
- Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs				Total	14.87	11.44
UPS No: 1ZE10A790394296942	Shipper	Receiver		Freight	12.17	9.36
Pickup Date: 10/19/2022	DPFG MANAGEMENT	PANTHER TRACE 1		Residential Surcharge	4.85	4.85
Service Level: Residential Ground	CONSULTING	5334 SANDY SHELL DR		Fuel Surcharge	3.15	2.42
Weight: 1 lb	250 INTERNATIONAL PKWY	APOLLO BEACH				
Zone: 002	SUITE 208	FL 33572				
Payer: Shipper	LAKE MARY					
	FL 32746					
	NINA ADHAV	MONICA VITALE				
Bill Reference: Panther Trace-B						
Bill Reference: DPGF Management and Consulting						
- Carrier has audited this shipment and it has been reweighed from its tendered weight of 1-lbs				Total	20.17	16.63



250 International Parkway, Suite 280

Lake Mary, FL 32746

TEL: 321-263-0132

Bill To

Grand Haven Community Development District
c/o DPFM Management & Consulting LLC
250 International Parkway
Suite 280
Lake Mary FL 32746

Invoice

Date 10/1/2022

Invoice # 403510

In Reference To:

Monthly contracted management fess, as follows:

**PLEASE REMIT PAYMENT TO CORPORATE HEADQUARTERS:
DPFG M&C
c/o Vesta Property Services, Inc.
245 Riverside Avenue, Suite 300
Jacksonville, FL 32202**

Description	Quantity	Rate	Amount
District Management Services	1		3,358.25
Accounting Services	1		1,843.24
Administration Services	1		892.67
Assessment Preparation	1		811.17

Total \$6,905.33

Clark & Albaugh, LLP
219 Shiloh Cove
Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

Grand Haven CDD

October 2, 2022

DPFG

250 International Parkway, Suite 208

Lake Mary, Florida 32746

File #

7188-001

Attention:

Invoice #

18094

RE: General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Sep-02-22	correspondence with staff and review of documents regarding Wild Oaks easement encroachment	0.40	114.00	SDC
Sep-06-22	drafting security and access rule	2.10	598.50	SDC
Sep-07-22	drafting security and access rule	1.60	456.00	SDC
Sep-08-22	review of draft agenda and related correspondence; review of materials on Wild Oaks easement encroachment and further correspondence regarding followup action; correspondence with manager regarding records retention policy; review rules and provide retention policy; correspondence and review of documents regarding retaining wall in Crossings	4.30	1,225.50	SDC
	Office conference with SDC regarding details of obstruction; Drafting letter to 1 Scarlet Oak Circle demanding removal of obstruction; Drafting letter to 5 Scarlet Oak Circle demanding removal of obstruction.	0.80	228.00	MEA
Sep-09-22	correspondence with chair regarding stormwater issues	0.20	57.00	SDC

Sep-12-22	review of agenda package for meeting; continue drafting of road access rule; review of amenity rule and procedure rules for cross reference; correspondence with supervisor (2) regarding resident email and staff response; telephone call with manager (2)	3.20	912.00	SDC
Sep-13-22	review of revised easement encroachment letters in Wild Oaks; correspondence with Barry	0.30	85.50	SDC
	finalize gate access rule draft and correspondence with manager regarding same	0.60	171.00	SDC
	Modify letter to 1 Scarlet Oak Circle regarding tree encroachment; Modify letter to 5 Scarlet Oak Circle regarding tree encroachment.	0.40	114.00	MEA
Sep-14-22	correspondence regarding drainage access in Creekside; review of property materials and additional correspondence; correspondence regarding Crossing wall and further review; review of agenda and meeting preparation	1.40	399.00	SDC
Sep-15-22	attendance at board meeting	7.60	2,166.00	SDC
Sep-16-22	correspondence with manager regarding meeting followup; correspondence with manager regarding future agenda items; correspondence from Chair. office correspondence regarding meeting followup and agreement drafting; telephone call with Barry regarding pending matters; review of Pond 11 and Croquet canopy draft agreements	2.70	769.50	SDC
	additional review of circumstances regarding concrete load shift incident	0.30	85.50	SDC
	Drafting agreement with Solitude for pond 11 aeration services; Drafting letter to Lucas Martins regarding One-year probation; Drafting agreement with Thompson Awning & Shutter Co. for vinyl awnings at croquet courts.	1.70	484.50	MEA
Sep-19-22	correspondence with chair; finalize Martins notice letter; correspondence with manager	0.60	171.00	SDC
Sep-20-22	meeting followup correspondence regarding	0.40	114.00	SDC

supervisor response to outstanding rules and issues

	plat review and correspondence regarding maintenance of emergency access easement area	0.30	85.50	SDC
Sep-21-22	correspondence regarding supervisor input to rules questions; telephone call with Wild Oaks resident regarding obstruction letter; review of materials regarding trailer fish tail accident on 9/9.	0.70	199.50	SDC
Sep-23-22	correspondence with office regarding handling of incident report and followup telephone call with manager regarding steps	0.50	142.50	SDC
	correspondence regarding audit status	0.10	28.50	SDC
Sep-26-22	telephone call with manager regarding Creekside incident, October meeting topics and storm preparations and workshop agenda	0.40	114.00	SDC
	review of authorities and notes on hostile workplace liability	1.30	370.50	SDC
	Research pertaining to hostile workplace environments.	2.10	598.50	MEA
Sep-27-22	correspondence with manager; review of meeting notes regarding road discussion at workshop; review of agenda package for workshop discussion on access rule	0.90	256.50	SDC
	review of correspondence (2) regarding Creekside incident and followup	0.40	114.00	SDC
Sep-28-22	correspondence and telephone call with manager; review of correspondence and proposed right of entry agreement from city; further correspondence and telephone call with manager; correspondence with CDD office; review of prior MOU agreement with city and draft of updated agreement	3.80	1,083.00	SDC
	review of audit request letter; correspondence with auditing staff; draft audit response letter and correspondence with manager regarding same	1.00	285.00	SDC

Sep-29-22	review of site assessment report	0.20	57.00	SDC
	Totals	40.30	<u>\$11,485.50</u>	

DISBURSEMENTS

Sep-08-22	Postage - FedEx to Lucas Martins		13.83	
Sep-14-22	Postage - Certified letter to Paul W. Sare, Trustee		7.62	
	Postage - Certified letter to Philip Wayne Harrison		7.62	
Sep-20-22	Postage - Certified letter to Lucas Martins		7.62	
	Totals		<u>\$36.69</u>	
	Total Fee & Disbursements			<u>\$11,522.19</u>
	Previous Balance			11,806.85
	Previous Payments			11,806.85
	Balance Now Due			<u>\$11,522.19</u>

Please use the invoice address for PAYMENTS ONLY:

219 Shiloh Cove
Heathrow, FL 32746

Effective August 1, 2022, our new physical address
for all other correspondence is:

1800 Town Plaza Court
Winter Springs, FL 32708

TAX ID Number 26-1572385

EXHIBIT 15

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, November 3, 2022 at 9:00 a.m. in the Grand Haven Room, at the Grand
6 Haven Village Center, 2001 Waterside Parkway, Palm Coast, Florida 32137.

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

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

9 Present and constituting a quorum were:

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

15 Also present were:

16	David McInnes	District Manager, DPFM Management & Consulting
17	Jay King	Vesta
18	Scott Smith	Vesta
19	Scott Clark	District Counsel, Clark & Albaugh, LLP
20	David Sowell	District Engineer
21	Barry Kloptosky	CDD Operations Manager
22	Vanessa Stepniak	CDD Office Manager
23	Dr. Robert Jay Carlton	HOA President
24	Steve Brazen	Resident

25 *The following is a summary of the discussions and actions taken at the November 3, 2022 Grand Haven*
26 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
27 *request.*

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

29 The Pledge of Allegiance was recited.

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

32 Mr. Brazen discussed handicap access issues at the café and restrooms. He recommended
33 installation of automatic door openers.

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

35 A. District Engineer: David Sowell

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

38 Mr. Sowell asked for any questions from the Board. A Supervisor inquired about a wall separator
39 that had been discussed at the previous meeting. Mr. Sowell recalled that no action was taken by
40 the Board on this item but recommended repairing this wall, as well as evaluating all of the walls
41 in the Crossings. Mr. Kloptosky noted that District Counsel had sent a letter to the address in
42 question approximately 2 years ago regarding the residents clearing out CDD property behind their
43 home. He explained that private lawn maintenance companies had been mowing up to the wall,
44 which was part of CDD property, and indicated that he believed that this was the cause of the wall

45 problem. He advised a survey of this area. The Board reached a consensus to direct Mr. Kloptosky
46 to continue to inspect the wall with the District Engineer and return to the Board with a
47 recommendation on what should be done with the wall, how quickly the wall needed to be fixed,
48 and what to do in regards to resident encroachment on CDD property. It was requested that Mr.
49 Kloptosky come back with a date for this recommendation by the December meeting.

50 Dr. Merrill discussed her investigation findings of Wetland P, particularly in regards to water levels
51 and the evapotranspiration rate. She noted that a junction structure had not been located and that
52 the Wetland P overflow had affected a number of residents. Mr. Sowell indicated that the junction
53 system appeared to be functioning properly but recommended locating the junction structure for
54 maintenance. In response to a Supervisor question, Mr. Sowell confirmed that there appeared to be
55 a clog but explained that the emergency overflow was functional. Dr. Merrill recommended
56 authorizing Mr. Sowell and Mr. Kloptosky to investigate the Wetland P infrastructure.

57 Mr. Sowell provided clarification on questions from the Board regarding flood control, the junction
58 structure, and water drainage. He confirmed that the wetland overflow did not pose imminent
59 danger to residents' houses. The Board agreed to direct Mr. Kloptosky to locate the junction
60 structure and clean it out, as well as to unclog the structure for Pond 27, if necessary. The Board
61 additionally agreed to discuss the overall drainage system with Mr. Sowell at a Workshop Meeting.

62 B. Exhibit 1: Amenity Manager: John Lucansky

63 Mr. Scott discussed steps taken to address the recent health code inspection on behalf of Mr.
64 Lucansky.

65 C. Operations Manager: Barry Kloptosky

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

67 Mr. Kloptosky stated that the pool equipment project had been completed with a cost
68 savings of \$25,129.00 and asked for any questions from the Board. In response to a
69 Supervisor question, Mr. Kloptosky provided background information regarding how he
70 was able to obtain a low price for heat pumps for the pool. He indicated that heat pumps
71 typically have a lifespan of between 7 and 8 years.

72 Mr. Polizzi asked if there were any projects that had not been closed out. Mr. Kloptosky
73 explained that the District had until the end of November to complete projects from the
74 previous Fiscal Year. Discussion ensued regarding capital project expenses and the Budget
75 Review. Mr. Howden recalled that \$150,000.00 that had originally been allocated for the
76 parking lot would go back into the Reserve Fund. Mr. Foley advised looking at the Long-
77 Term Plan in conjunction with the 2024 Budget in January.

78 2. Exhibit 3: Monthly Report

79 Mr. Kloptosky noted that the change in format for the report requested by Mr. Foley at the
80 previous meeting had been implemented. In response to a Supervisor question, Mr.
81 Kloptosky clarified that the canopies were now in production and indicated that he hoped
82 to receive an install date in the near future.

83 Mr. Kloptosky informed the Board that he had received a proposal from the infrastructure
84 contractor to perform curb and gutter repairs from Waterside Pkwy South to the south
85 entrance of the community. He relayed that the District Engineer felt that the Waterside
86 Pkwy asphalt was currently in good condition and was not expected to need repairs for the
87 next several years. He indicated that the curb and gutter repairs could still be done if the
88 Board approved but noted that this would result in a patchwork appearance on this section
89 of roadway until the asphalt was resurfaced. He stated that the total cost of curb and gutter
90 repairs from Village Center to the south exit, with the addition of asphalt patching, would

91 amount to \$136,615.00. In response to a Supervisor question, Mr. Kloptosky indicated that
92 the total cost to mill and resurface the road from the Village Center to the south exit was
93 estimated to be approximately \$250,000.00. Mr. Kloptosky stated that he would walk the
94 roads with the District Engineer and return to the Board with their findings and cost
95 estimates at the next meeting.

96 Mr. Kloptosky stated that the underground conduit and wiring for the Pond 24 aeration
97 installation had been completed but noted that he did not have an installation date for the
98 aeration equipment itself as of yet. He informed the Board that he had received a proposal
99 for the use of a harvesting machine to remove vegetation from Pond 23 in the amount of
100 \$43,500.00 and indicated that other contractors had been contacted for proposals as well.
101 He additionally noted that he was in the process of looking into pricing for the pond
102 maintenance contract.

103 Mr. Kloptosky provided clarification regarding a choke point in response to a Supervisor
104 question. He confirmed that the CDD owned the waterways but that the City had some
105 responsibility for the waterways. Mr. Kloptosky additionally noted that the City had
106 committed to widen the exit points under Colbert Ln within the next 2 years. He explained
107 that the submerged aquatic vegetation was the responsible for impeding the flow of the
108 waterways.

109 In response to a question from Dr. Merrill, Ms. Stepniak stated that the resident web portals
110 had been set up and was being tested for issues. She noted that one glitch had been found
111 and that the e-blasts would be composed after the glitch had been resolved. Dr. Merrill
112 additionally requested an update on the stop signs. Mr. Kloptosky stated that the stop signs
113 could not be installed until temporary warning lights had been put up to alert individuals
114 of the change in traffic pattern. He explained that he had found an option to buy the warning
115 lights, as the lights were unavailable to be rented. He stated that the stop signs could be
116 installed after the lights had been up for a week to 2 weeks.

117 D. District Counsel: Scott Clark

118 1. Exhibit 4: Meeting List

119 Mr. Clark informed the Board that he had filed the claim for damages on the hurricane
120 claim with FEMA and noted that he had received a receipt acknowledging the claim. He
121 stated that he was confident that a large number of the expenses would be recovered.

122 Mr. Clark additionally discussed a personal injury claim filed by a resident regarding an
123 incident that had occurred in Village Oaks the year prior. He stated that the Master
124 Association and Southern States had been named in the lawsuit but that the District had
125 received a letter from the Master Association stating that the sidewalk in question was
126 located within a parcel owned by the CDD. He explained that he would need to inform
127 the Master Association's attorney that the District could not indemnify the Master
128 Association and undertake their defense, as it would not fit the statutory scheme. He
129 stated that he would ask the District's insurance company to hire counsel for the District
130 to work in a matter that would result in the claim being dismissed against the Master
131 Association and filed properly against the District.

132 Dr. Carlton assured the Board that the relationship between the Master Association and
133 the CDD would not be affected by this situation and advised the Board to do what was
134 felt to be appropriate.

135 Mr. Clark presented the language for signs for the Esplanade that had been requested by
136 the Board at a previous meeting. Discussion ensued regarding the verbiage of the signs. A
137 Supervisor suggested clarification pertaining to motorized vehicles for the first sign. Mr.

138 Kloptosky noted that motorized vehicles for repair work were allowed on the Esplanade
139 with signed authorization from the CDD office. A Supervisor suggested amending the
140 language of the sign to read “non-ADA vehicles must operate under manual power.” Mr.
141 Clark indicated that this change would be acceptable.

142 Discussion ensued regarding the positioning of the signs. Following the discussion, the
143 Board agreed to install both signs at each end of the Esplanade, the bottom sign on the
144 sidewalk at all 3 gates and each side of the sidewalk across from the Village Center, and a
145 double-sided version of the bottom sign at the Dog Park area and off the parking lot near
146 the trail.

147 In response to a Supervisor question, Mr. Kloptosky explained that the type of poles
148 would affect the cost of the signs. He estimated that the less expensive poles would cost
149 between \$30.00 and \$40.00 and that the signs would cost approximately \$50.00 to
150 \$60.00.

151 Mr. Foley noted that there had been an incident with a dog, in addition to a verbal abuse
152 incident. He requested to include a discussion on a potential rule change on the next
153 agenda. Mr. Clark indicated that this had already been added to the December agenda.
154 Mr. Foley requested to have a process in place on how to handle the matter of dogs. Mr.
155 Clark advised a rule amendment to communicate that there would be a misdemeanor
156 penalty for individuals who wrongfully claim that their dog is a service animal, in
157 addition to exclude retractable leashes in the rules. He added that individuals with dogs
158 that did not meet the training standards of service animals could be asked to leave.

159 2. Exhibit 5: Litigation

160 This item was discussed under Exhibit 4.

161 *(The Board recessed the meeting at 11:30 a.m. and reconvened at 11:46 a.m.)*

162 E. District Manager: David McInnes

163 1. Exhibit 6: Meeting Matrix

164 Mr. McInnes noted that there would not be a Workshop Meeting in November and
165 indicated that a new Supervisor would be sworn in at the December 1 meeting. He stated
166 that Florida Law information would be reviewed at the December meeting, as well as the
167 process for the 2024 Fiscal Year Budget. In response to a Supervisor question, Mr.
168 McInnes clarified that the Chair was the one to set the agenda under the District’s current
169 rules of procedure. He noted that new officers would be elected at the next meeting.

170 2. Exhibit 7: Action Item Report

171 It was noted that the report had been updated indicating the completion of an entry for the
172 Chairman to work with the Operations Manager on an eblast regarding proper disposal of
173 gutter leaves, which had been distributed on October 17. Supervisor comments were made
174 recalling that comparative salary rates across counties had been provided by Mr.
175 McGaffney, and that the 4/7/2022 action item had thus been completed. Mr. McInnes
176 additionally noted that the post-storm review was still in progress.

177 Discussion ensued regarding reasonable expectations for the completion of action items
178 given the length of the list and the District Manager’s workload. The Board additionally
179 discussed prioritization of action items, particularly in anticipation of impending Board
180 Supervisor turnover. Mr. Kloptosky also indicated that the 7/21/2022 action item involving
181 communications related to flooding issues near the bocce ball courts had been resolved.

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

- 183 A. Exhibit 8: Consideration for Approval – The Minutes of the Board of Supervisors Workshop
184 Meeting Held October 6, 2022
- 185 B. Exhibit 9: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
186 Held October 20, 2022

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

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

190 Mr. McInnes stated that there were no business items on the agenda for discussion.

191 **SEVENTH ORDER OF BUSINESS – Discussion Items**

- 192 A. Exhibit 10: Review of Possible Ways to Reduce the District’s Legal Costs

193 Mr. Foley commented on legal costs associated with lengthy meeting durations and a possible
194 excess of communications via phone to counsel. Mr. Foley noted that CDD meeting times over a
195 12-month period added up to 99.4 hours, and total hours spent with management were 66.4 hours.
196 Mr. Foley noted that limiting District Counsel’s time to three hours of attendance could result in a
197 \$13,000 savings in fees. He indicated that the root cause of high meeting costs was due to the length
198 of the Board’s meetings and that Mr. Clark was not at fault. Mr. Clark commented that he was open
199 to the Board’s direction for limiting attendance time to their desired window, though added that the
200 dynamic of Board-Counsel interaction at Grand Haven was uniquely hands-on. In response to a
201 Supervisor question, Mr. Clark commented negatively on fully switching to remote attendance at
202 meetings, based on his assessment of Grand Haven’s specific needs. Supervisor comments were
203 made agreeing that they felt interaction was significantly different and more difficult for remote
204 attendance. Mr. Clark recommended organizing meeting agendas to group topics needing his input,
205 if the Board wished to proceed with limiting District Counsel attendance to a certain number of
206 hours each meeting.

- 207 B. Preliminary Review of Resident Survey Results – *To Be Distributed*

208 Mr. Polizzi relayed that the community had a positive opinion of the café. He indicated that while
209 a number of comments were received requesting cosmetic improvements of the café’s interior, few
210 residents were in favor of having the café closed for an extended period of time. It was additionally
211 noted that a more efficient process to pick up food was requested for the café.

212 Discussion ensued regarding the upcoming Town Hall discussion on the survey and the survey’s
213 impact on the 10 Year Plan. Following the discussion, the Board reached a consensus to hold the
214 Town Hall discussion at a later date and to hold a whiteboard session at the January Workshop
215 meeting. The Board additionally agreed to email comments regarding the survey to Mr. McInnes
216 by December 3 to be forwarded to Mr. Polizzi. Mr. McInnes noted that the Public Hearing could
217 not be moved, as it had already been advertised.

218 In response to a question from Mr. Howden, Mr. Flanagan indicated that he would be prepared to
219 discuss website communications at the December meeting. Discussion ensued regarding the effect
220 of the 2024 Budget on the 10-Year Plan. Mr. McInnes clarified that the 10-Year Plan would be
221 included in the spreadsheet that would be presented at the January 5 meeting.

222 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

223 Dr. Merrill requested for the Operations Manager to obtain proposals for installing handicap door
224 access buttons for the café and bathrooms at the Village Center and Creekside.

225 Mr. Flanagan asked for an e-blast to be sent out regarding encroachment on CDD-owned land. Mr.
226 Polizzi indicated that he would prefer to wait to send out this communication, to which Dr. Merrill

227 expressed agreement. She suggested sending letters to homeowners with which encroachment was
228 an issue. The Board agreed to bundle the encroachment information with other communications at
229 a later date.

230 Mr. Flanagan requested for dollar amounts to be added to e-blasts for activities, if the cost was
231 known. Mr. Howden advised looking into this when it came time for the Board to discuss
232 communications.

233 Mr. Flanagan additionally suggested directing the District Engineer to perform the same review
234 that was done of the wetlands for the remainder of the District's property, as he was told there
235 would be no charge. Mr. Howden provided clarification regarding the District Engineer's contract
236 and hourly rates. Mr. Flanagan requested that Mr. McInnes speak with the District Engineer to
237 confirm whether the review would be performed at no cost to the District.

238 Mr. Polizzi suggested having Ms. Stepniak work with the District's IT partner to document the
239 process during the Zoom meetings. Mr. McInnes explained the muting process and Mr. Polizzi
240 retracted his request.

241 Mr. Howden advised that the Board look at the future of pickleball and include this in the 10 Year
242 Plan.

243 **NINTH ORDER OF BUSINESS – Action Item Summary**

244 Mr. McInnes reviewed the Action Item Summary.

245 A. The District Manager will email Supervisors reminding them to send their comments on what
246 should be in the post-storm review within 1 week.

247 B. The Operations Manager will locate the junction box in the drainage system/wetland area and clean
248 it, if necessary, and provide a proposal to the Board, if needed.

249 C. The Operations Manager will look into the P2 and Pond 27 structure issue and provide a proposal
250 to the Board, if needed.

251 D. The Operations Manager will report to the Board during the December 1 meeting on whether the
252 Waterside Pkwy milling and paving needed to be moved up and compare with Capital Plan projects.

253 E. The Operations Manager will obtain a proposal to add handicap access button doors at the Café, in
254 addition to the Village Center and Creekside bathrooms, if needed.

255 F. Supervisors will send the District Manager comments for Mr. Polizzi regarding the resident survey
256 by December 3, 2022.

257 G. District Counsel will provide proposed rule language for service dogs at the Village Center.

258 **TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: December 1st, 9:00 a.m.**

- 259 • Quorum Check

260 All Board members, with the exception of Mr. Howden, confirmed that they would be present for
261 the meeting, which would establish a quorum.

262 **ELEVENTH ORDER OF BUSINESS – Adjournment**

263 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to
264 adjourn the meeting. There being none, Mr. Foley made a motion to adjourn the meeting.

265 On a MOTION by Mr. Foley, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board adjourned
266 the meeting, at 2:31 p.m., for the Grand Haven Community Development District.

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

270 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
271 **meeting held on _____.**

272

273

Signature

Signature

Printed Name

Printed Name

274 **Title:** **Secretary** **Assistant Secretary**

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

EXHIBIT 16

Sent: Tuesday, November 8, 2022 4:38 PM
To: Vanessa Stepniak <vstepniak@ghcdd.com>
Cc: Barry Kloptosky <Bkloptosky@ghcdd.com>; Donna Conforti <dconforti@ghcdd.com>
Subject: FW: 64 River Trail Dr. Dock Application - SJRWMD Signature Forms

FYI:

From: Jennifer Brinkworth <Jennifer.Brinkworth@swca.com>
Sent: Tuesday, November 08, 2022 4:03 PM
To: Office <Office@ghcdd.com>
Subject: 64 River Trail Dr. Dock Application - SJRWMD Signature Forms

Donna,

Thanks for taking my call today. I'm quite glad that it was you that I spoke with since you are already somewhat familiar with this proposed dock project.

As I mentioned during our call, the St. Johns River Water Management District (SJRWMD) application form for the proposed dock at 64 River Trail Drive needs to be signed by someone from the CDD. Since the property that the dock will be built on is under control of the CDD "the legal authority to bind the entity with the terms, conditions, and liabilities associated with such application and subsequent permit, if issued" needs to be the one to sign. Whomever the responsible person is, will also need to provide us with the CDD documentation showing that they are the one authorized to sign on behalf of the CDD.

I have attached the proposed dock plans (now including the existing boardwalk) and the signature forms section of the application. The CDD representative will sign Section A, B, and C as the applicant.

Feel free to contact me with any questions.

Thank you for taking the time to assist me!

Jennifer Brinkworth
Assistant Staff Environmental Scientist

SWCA Environmental Consultants
2008 Riverside Ave, STE 100
Jacksonville, FL 32204
P 904.384.7020 | C 386.506.9010
Jennifer.Brinkworth@swca.com

Part 4: Signatures and Authorization to Access Property

Instructions: For multiple applicants please provide a separate Part 4 for each applicant. For corporations, the application must be signed by a person authorized to bind the corporation. A person who has sufficient real property interest (see Section 4.2.3(d) of Applicant's Handbook Volume I) is required in (B) to authorize access to the property, except when the applicant has the power of eminent domain.

A. By signing this application form, I am applying for the permit and any proprietary authorizations identified above, according to the supporting data and other incidental information filed with this application. I am familiar with the information contained in this application and represent that such information is true, complete and accurate. I understand this is an application and not a permit, and that work prior to approval is a violation. I understand that this application and any permit issued or proprietary authorization issued pursuant thereto does not relieve me of any obligation for obtaining any other required federal, state, water management district, or local permit prior to commencement of construction. I agree to operate and maintain the permitted system unless the permitting agency authorizes transfer of the permit to a different responsible operation and maintenance entity. I understand that knowingly making any false statement or representation in this application is a violation of Section 373.430, F.S. and 18 U.S.C. Section 1001.

Typed/Printed Name of Applicant or
Applicant's Authorized Agent

Signature of Applicant or Applicant's
Authorized Agent

Date

(Corporate Title if applicable)

B. Certification of Sufficient Real Property Interest And Authorization For Staff To Access The Property:

I certify that:

I possess sufficient real property interest in or control, as defined in Section 4.2.3 (d) of Applicant's Handbook Volume I, over the land upon which the activities described in this application are proposed and I have legal authority to grant permission to access those lands. I hereby grant permission, evidenced by my signature below, for staff of the Agency to access, inspect, and sample the lands and waters of the property as necessary for the review of the proposed works and other activities specified in this application, upon advance notice. I authorize these agents or personnel to enter the property as many times as may be necessary to make such review, inspection, and/ or sampling. Further, if a permit is granted, upon advance notice, I agree to provide entry to the project site for such agents or personnel with proper identification to determine compliance with permit conditions and permitted plans and specifications.

OR

I represent an entity having **the power of eminent domain and condemnation authority**, and I/we shall make appropriate arrangements to enable staff of the Agency to legally access, inspect, and sample the property as described above.

Typed/Printed Name

Signature

Date

(Corporate Title if applicable)

C. Designation of Authorized Agent (If Applicable):

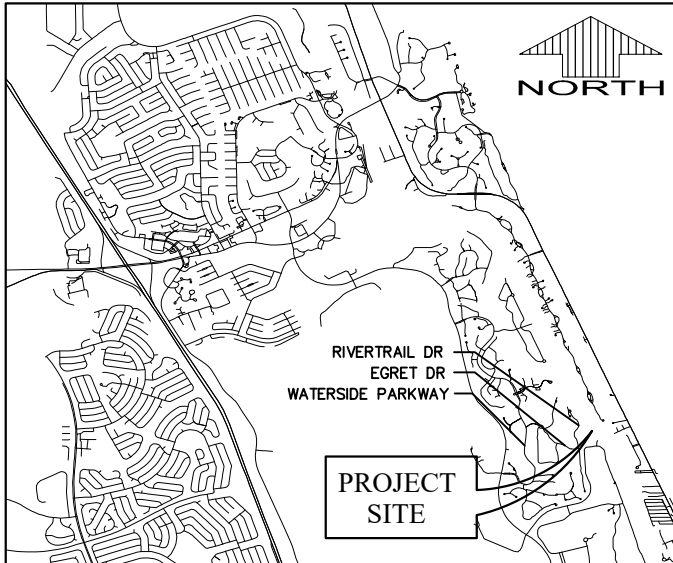
I hereby designate and authorize Jennifer Brinkworth to act on my behalf, or on behalf of my corporation, as the agent in the processing of this application for the permit and/or proprietary authorization indicated above and to furnish, on request, supplemental information in support of the application. In addition, I authorize the above-listed agent to bind me, or my corporation, to perform any requirements which may be necessary to procure the permit or authorization indicated above. I understand that knowingly making any false statement or representation in this application is a violation of Section 373.430, F.S., and 18 U.S.C. Section 1001.

Typed/Printed Name of Applicant

Signature of Applicant

Date

(Corporate Title if applicable)



LOCATION MAP

NOT TO SCALE



AERIAL MAP

NOT TO SCALE

PROJECT NAME:
**CRAWFORD
 RESIDENTIAL DOCK**

PROPERTY OWNER: TYLA CRAWFORD
 PROPERTY ADDRESS: 64 RIVER TRAIL DRIVE

FLAGLER COUNTY
 PARCEL ID: 22-11-31-5914-0000-0350

LATITUDE: N 29° 31' 56.9"
 LONGITUDE: W 81° 9' 35.9"

JOB NO: 21-7181

USACE NO:

NOTES

1. THE PURPOSE AND INTENT OF THIS SURVEY IS TO PROVIDE A COORDINATE RELATIONSHIP OF THE DESCRIBED PARCEL TO THE INTRACOASTAL WATERWAY (ICWW) CENTERLINE AND CHANNEL INFORMATION FOR DOCK PERMITTING AND CONSTRUCTION PURPOSES.
2. DESCRIPTION PROVIDED BY CLIENT.
3. PROPERTY LIES IN SECTION 22 TOWNSHIP 11 SOUTH RANGE 31 EAST, FLAGLER COUNTY, FLORIDA.
4. SURVEY PREPARED FROM THE PLAT RECORDED IN MAP BOOK 33, PAGE 75, AND THE ARMY CORPS OF ENGINEERS (ACOE) INTRACOASTAL WATERWAY CUT MAP.
5. STATE PLANE COORDINATES(1927 N.A.D.) HAVE BEEN REFERENCED FROM DEPARTMENT OF ARMY (DOA) CORPS OF ENGINEERS INTRACOASTAL WATERWAY (ICWW) RIGHT OF WAY CUT MAP FOR CENTERLINE SECTION F-21.
6. REFERENCE COORDINATE VALUE FOR X-Y (NORTHINGS AND EASTINGS), SHOWN ON CORPS OF ENGINEERS, PER CUT MAP.
7. INTRACOASTAL WATERWAY RIGHT OF WAY INFORMATION REFERS TO RIGHT OF WAY MAPS PREPARED IN 1930 BY MR. JB HIGH. THE CUT INFORMATION, CHANNEL LOCATION AND CHANNEL SETBACK INFORMATION REFERS TO THE DEPARTMENT OF ARMY, JACKSONVILLE DISTRICT, CORPS OF ENGINEERS PLANS, PROJECT NO. 8A-30,014.
8. ACCURACY IS TO WITHIN 1± WITH REFERENCE TO PLAT DATA AND STATE PLANE COORDINATES SHOWN ON A.C.O.E. CUT MAP.
9. ELEVATIONS REFER TO N.A.V.D. 1988 DATUM AND REFERENCED TO LOCAL DATUM.
10. PER FDEP TIDAL WATER SURVEY PROCEDURAL APPROVAL FORM MEAN LOW WATER LEVEL (MLWL) = -0.79 FEET; MEAN HIGH WATER LEVEL (MHWL) = 0.33 FEET N.A.V.D. 1988.
11. PROPERTY LIES IN FLOOD ZONE "AE", (BASE FLOOD ELEVATION = 5.0') WITH REFERENCE TO MAP NO. 12035C0234E, EFFECTIVE DATE: JUNE 06, 2018. THIS LOCATION IS BASED ON MAPS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. FINAL LOCATION AND FLOOD ZONE DETERMINATION REST WITH SAID AGENCY. BASE FLOOD ELEVATION REFERS TO N.G.V.D. 1929 PUBLISHED DATUM.
12. ONSITE IMPROVEMENTS, UNDERGROUND IMPROVEMENTS AND UTILITIES NOT LOCATED.
13. BEARINGS REFER TO THE TRANSVERSE MERCATOR GRID SYSTEM OF THE ZONE OF FLORIDA.
14. NO SEARCH FOR ENCUMBERING INSTRUMENTS WAS MADE BY SURVEYOR.
15. ERROR OF CLOSURE MEETS OR EXCEEDS 1:7500 FEET.

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY DAN A WILCOX JR. ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

DESCRIPTION:

LOT 35, VILLAGE G-2 AT GRAND HAVEN, A SUBDIVISION AS RECORDED IN MAP BOOK 33, PAGE 75, OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA.

TYPE OF SURVEY: SPECIAL PURPOSE

SURVEY IS NOT FULL AND COMPLETE UNLESS ACCOMPANIED BY ALL SHEETS.

PREPARED FOR:

MARCELL CRAWFORD
 64 RIVER TRAIL DRIVE
 PALM COAST, FL 32137



STEPHENSON, WILCOX & ASSOCIATES, INC. (CA#27726 / LB#7672)

299 E. Moody Blvd., Ste. 400 • PO Box 186 Bunnell FL 32110
 Phone: 386.437.2363 • Fax: 386.437.0030 • Email: info.swa@gmail.com

SURVEY TYPE:	FIELD DATE	OFFICE DATE	JOB NO.	BY:
Survey	01/16/22	04/07/22	21-7181	J.D.
Revision				
Revision				
Revision				
Revision				

I hereby certify that the survey represented hereon meets or exceeds the minimum standards established pursuant to Section 472.027, Florida Statutes, and adopted in Chapter 5J-17 Florida Administrative Code.

Dan Wilcox
 Dan A. Wilcox, Jr., P.S.M. No. 5749, PE No. 57633
 Not valid without the signature and the original raised seal of a Florida Licensed surveyor and mapper.

09-02-22

SHEET
 1 of 5

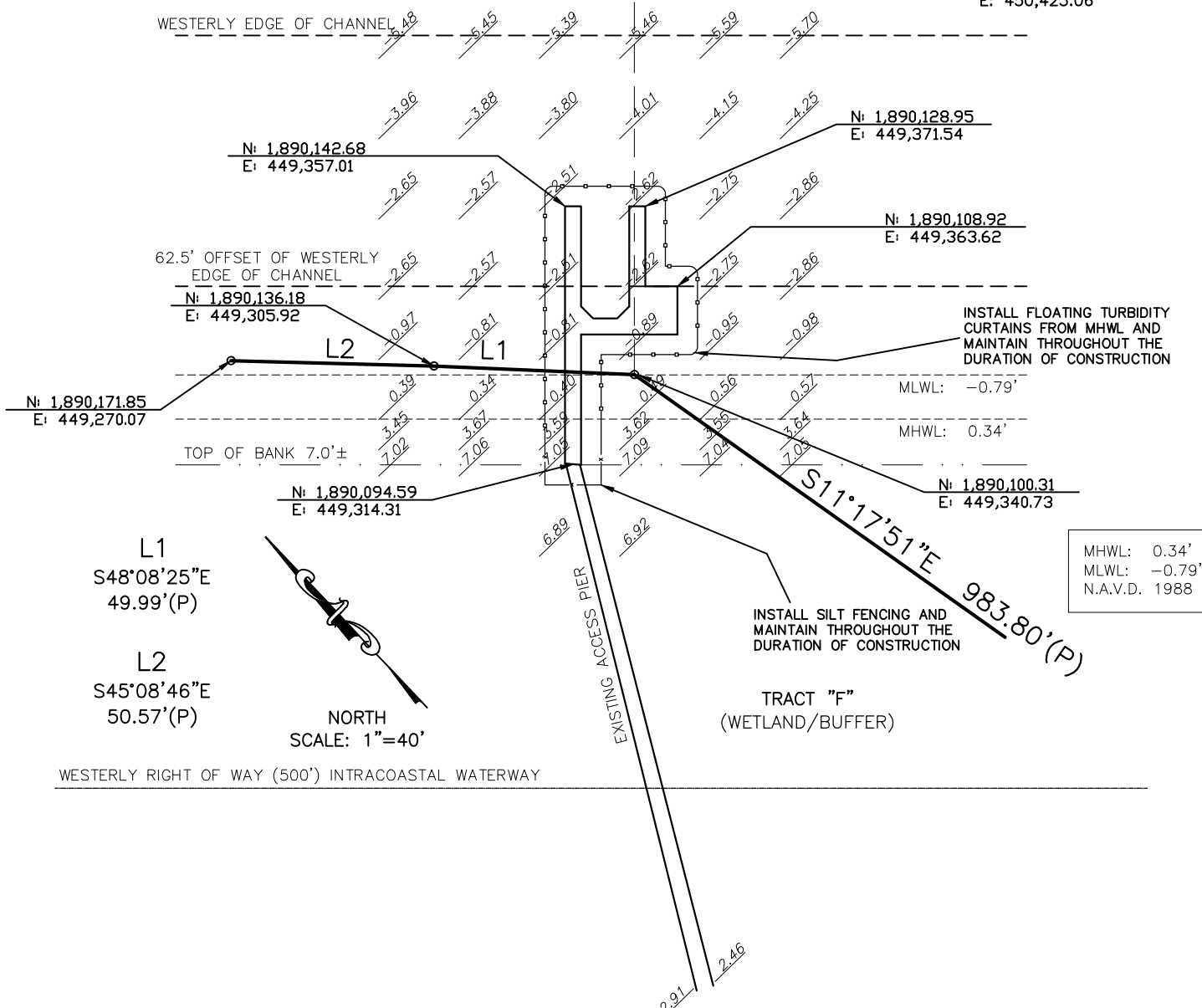
CUT F-21 S46°37'22"E 1813.68'

INTRACOASTAL WATERWAY

USACE X&Y COORD
F-20, F-21
N: 1,890,525.46
E: 449,104.79

500 FOOT RIGHT OF WAY PER MAP
BOOK 4, PAGES 1-19

USACE X&Y COORD
F-21, F-22
N: 1,889,279.83
E: 450,423.06



INSTALL FLOATING TURBIDITY CURTAINS FROM MHWL AND MAINTAIN THROUGHOUT THE DURATION OF CONSTRUCTION

INSTALL SILT FENCING AND MAINTAIN THROUGHOUT THE DURATION OF CONSTRUCTION

MHWL: 0.34'
MLWL: -0.79'
N.A.V.D. 1988

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SURVEY IS NOT FULL AND COMPLETE UNLESS ACCOMPANIED BY ALL SHEETS.

PREPARED FOR:

MARCELL CRAWFORD
64 RIVER TRAIL DRIVE
PALM COAST, FL 32137



STEPHENSON, WILCOX & ASSOCIATES, INC. (CA#27726 / LB#7672)

29 E. Moody Blvd., Ste. 400 • PO Box 186 Bunnell FL 32110
Phone: 386.437.2363 • Fax: 386.437.0030 • Email: info.swa@gmail.com

SURVEY TYPE:	FIELD DATE	OFFICE DATE	JOB NO.	BY:
Survey	01/16/22	04/07/22	21-7181	J.D.
Revision				
Revision				
Revision				
Revision				

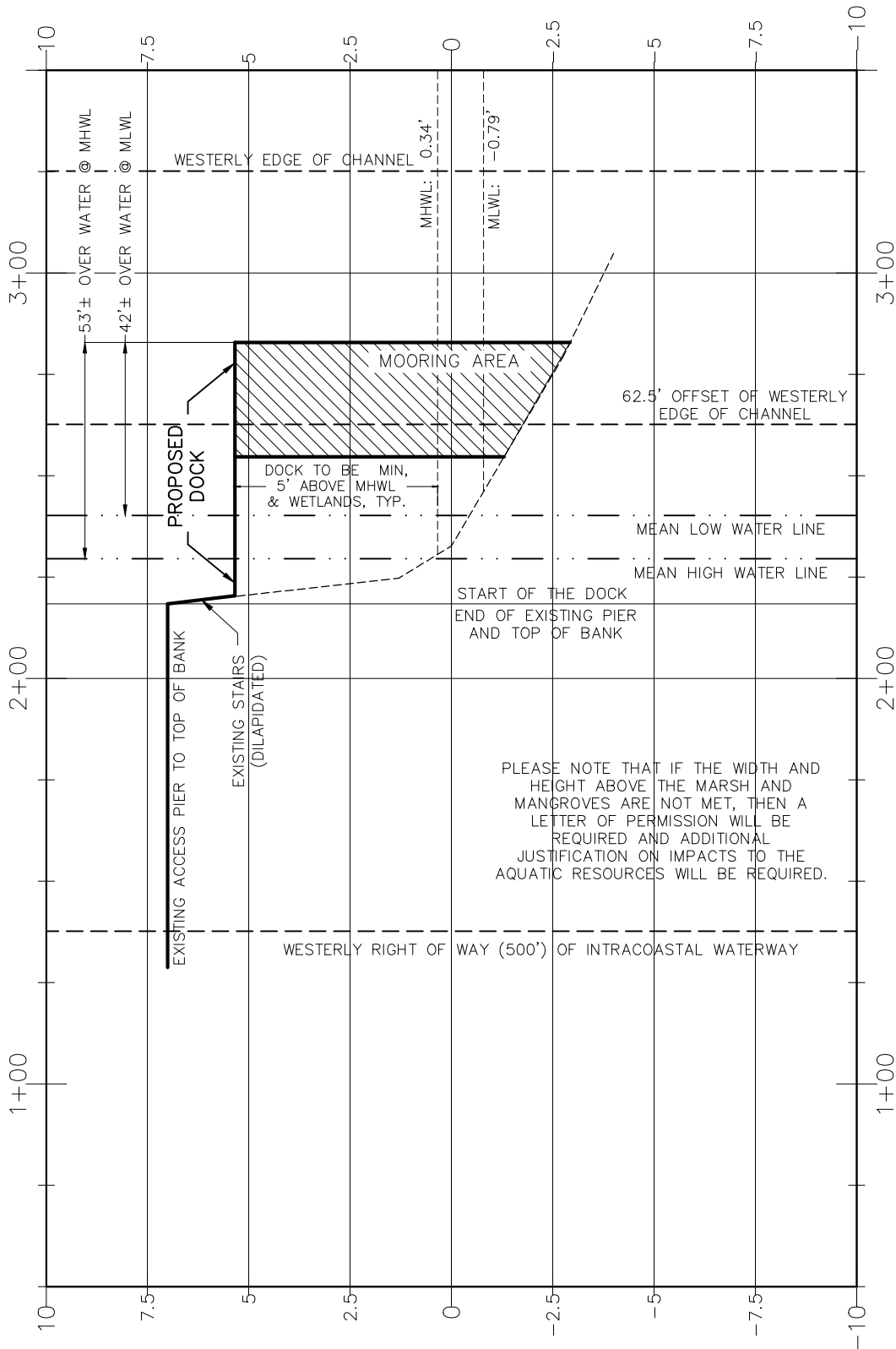
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2 of 5

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PLEASE NOTE THAT IF THE WIDTH AND HEIGHT ABOVE THE MARSH AND MANGROVES ARE NOT MET, THEN A LETTER OF PERMISSION WILL BE REQUIRED AND ADDITIONAL JUSTIFICATION ON IMPACTS TO THE AQUATIC RESOURCES WILL BE REQUIRED.

NOTE: THE CROSS SECTIONAL VIEW SHOWN HEREON IS FOR WATER DEPTHS AND INFORMATIONAL PURPOSES ONLY, AND DOES NOT NECESSARILY DEPICT ANY STRUCTURAL OR DESIGN ELEMENTS OF THE PROPOSED DOCK.

HORIZONTAL SCALE: 1"=40'
VERTICAL SCALE: 1"=4'

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


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Dan A. Wilcox Jr., P.S.M. No. 5749, PE No. 57633
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09-02-22

SHEET
3 of 5

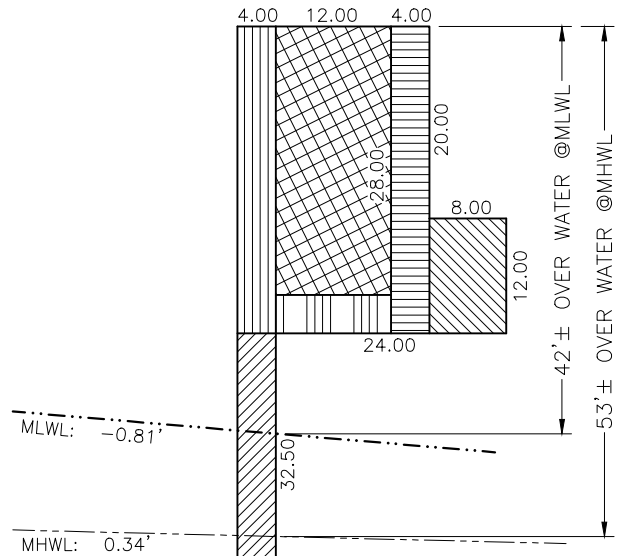
PROPOSED AREAS

-  PROPOSED ACCESS PIER: 4.0 x 32.5± - 130 SF±
-  PROPOSED FINGER PIER: 4.0 x 32.0 - 128 SF
-  PROPOSED COVERD BOATSLIP: 12.0 x 28.0 - 336 SF
-  PROPOSED FINGER PIER: 4.0 x 32.0 - 128 SF
-  PROPOSED FINGER PIER: 12.0 x 4.0 - 48 SF
-  PROPOSED TERMINAL PLATFORM: 8.0 x 12.0 - 96 SF

TOTAL PROPOSED DOCK STRUCTURE - 866 SF±

 EX BOARDWALK (OVER WETLAND): 4.0 x 262.2 - 1,049 SF

OVERALL TOTAL DOCK STRUCTURE - 1,915 SF±

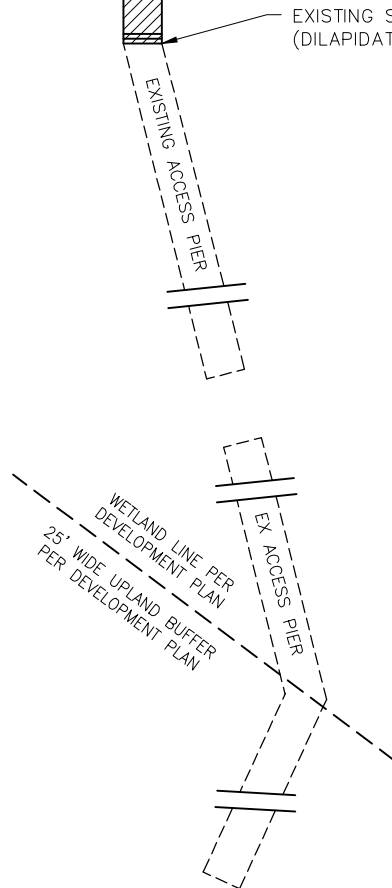


GENERAL CONSTRUCTION NOTES AND METHODOLOGY:

1. CONSTRUCTION SHALL COMPLY WITH FWC STANDARD MANATEE CONDITIONS FOR INWATER WORKS.
2. STAGING AREA TO BE USED IN THE UPLANDS FOR STORAGE OF MATERIALS DURING THE CONSTRUCTION. SILT FENCING TO BE INSTALLED AROUND STAGING AREA.
3. FLOATING TURBIDITY CURTAINS SHALL BE INSTALLED AND UTILIZED DURNING THE INSTALLATION OF THE PILES, AND REMOVED AT THE END OF EACH WORK DAY.
4. PILES TO BE P.T. FOR SALT WATER EXPOSURE AND CCA FREE, INSTALLED BY LIGHTLY WATER JETTING TO DESIRED DEPTH. NO HAMMERING OR PILE DRIVING IS PERMITTED FOR THIS SITE.
5. ALL PRESSURE TREATED PILINGS SHALL BE INSTALLED WITH PILE JACKETS.
6. THERE SHALL BE NO DREDGING OR FILLING ASSOCIATED WITH CONSTRUCTION OF THE STRUCTURE OTHER THAN REQUIRED FOR INSTALLATION OF THE ACTUAL PILINGS.
7. DECKING TO BE A 2"x6" P.T. WITH A MINIMUM OF 1" SPACINGS BETWEEN DECK BOARDS FOR LIGHT PENETRATION ABOVE ALL WETLAND AREAS AND OPEN SURFACE WATERS.
8. THE DOCK STRUCTURE SHALL BE A MINIMUM OF 5 FEET ABOVE ALL WETLAND AND OTEHR SURFACE WATER AREAS.
9. ALL OTHER MATERIAL TO BE P.T. FASTENED WITH STAINLESS STEEL FASTENERS.

SPECIFIC CONDITIONS

1. SINGLE FAMILY DOCKS AND THEIR ASSOCIATED MOORING LOCATION(S) SHALL NOT OCCUR OVER SUBMERGED GRASS BEDS, CORAL COMMUNITIES, OR WETLANDS, EXCEPT FOR THE ACCESS WALKWAY PORTION WHICH MAY TRAVERSE THESE RESOURCES PROVIDED IT IS ELEVATED AS DESCRIBED ABOVE AND CONTAINS HANDRAILS THAT ARE MAINTAINED IN SUCH A MANNER AS TO PREVENT THE USE OF THE ACCESS WALKWAYS FOR BOAT MOORING AND ACCESS, AND DOES NOT EXCEED A WIDTH OF 6 FEET.
2. NO WET BARS OR LIVING QUARTERS OVER WETLANDS OR SURFACE WATERS OR ON THE PIER AND NO STRUCTURE SHALL BE ENCLOSED BY WALLS OR DOORS.
3. SINGLE FAMILY DOCK AND ACCESS PIERS SHALL NOT SIGNIFICANTLY IMPEDE NAVIGABILITY IN THE WATER BODY.
4. NO DREDGING OR FILLING IS ALLOWED ASSOCIATED WITH THE CONSTRUCTION OF THE STRUCTURES AUTHORIZED HEREIN, OTHER THAN THAT REQUIRED FOR INSTALLATION OF THE ACTUAL PILINGS OF THE PIER, BOAT LIFT, BOAT SHELTER, GAZEBOS OR TERMINAL PLATFORM.
5. NO FISH CLEANING FACILITIES, BOAT REPAIR FACILITIES OR EQUIPMENT, OR FUELING FACILITIES SHALL BE PERMITTED ON THE STRUCTURES. IN ADDITION, NO OVERBOARD DISCHARGES OF TRASH, HUMAN OR ANIMAL WASTE, OR FUEL SHALL OCCUR FROM ANY STRUCTURES AUTHORIZED BY THE GENERAL PERMIT.



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PREPARED FOR:

MARCELL CRAWFORD
64 RIVER TRAIL DRIVE
PALM COAST, FL 32137



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Revision				

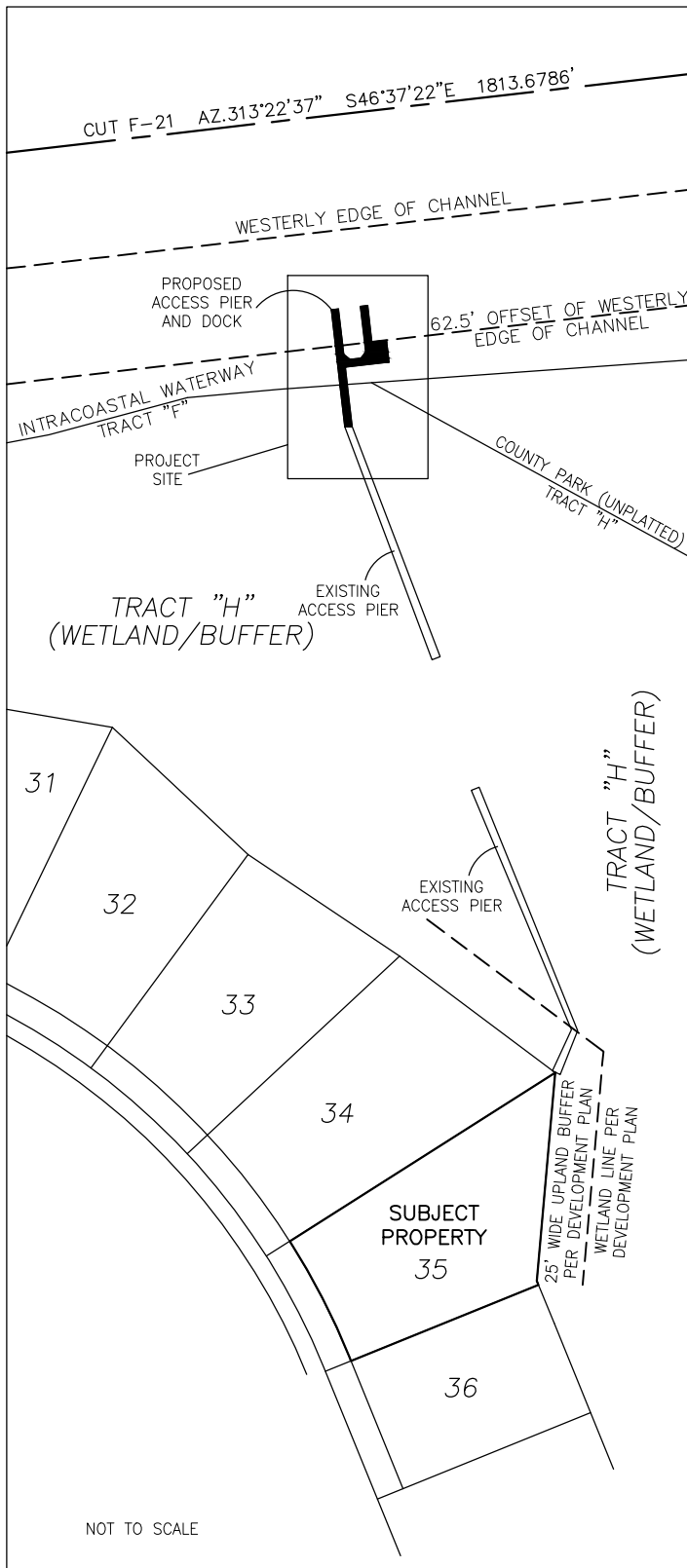
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Dan Wilcox
Dan Wilcox
No. 5749

09-02-22

DAN A. WILCOX, P.S.M. No. 5749, PE No. 57633
Not valid without the signature and the original raised seal of a Florida Licensed surveyor and mapper.

SHEET
4 of 5



NOT TO SCALE

**SUBJECT PROPERTY
LOT 35
(IMPROVED)**

TYLA CRAWFORD
64 RIVER TRAIL DRIVE
PALM COAST, FL 32137
PARCEL I.D.:
22-11-31-5914-00000-0350

**TRACT "H"
(WETLAND/BUFFER)**
GRAND HAVEN COMMUNITY
DEV DISTRICT C/O WRATHELL & ASSOCIATES LLC
PARCEL I.D.:
22-11-31-5914-00000-00H0

LOT 34 (VACANT)	LOT 36 (VACANT)
EDWARD AND ALINA PEKARSKY 66 RIVER TRAIL DRIVE PALM COAST, FL 32137 PARCEL I.D.: 22-11-31-5914-00000-0340	JASON AND CASSANDRA HOLCOMB 62 RIVER TRAIL DRIVE PALM COAST, FL 32137 PARCEL I.D.: 22-11-31-5914-00000-0360

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09-02-22

**SHEET
5 of 5**

EXHIBIT 17



Estimate

Date	Estimate #
9/8/2022	1971

3485 Steel Rail Drive
 Ste. 101
 Bunnell, Florida 32110

License# ES-12000654

Phone # 386-586-5220

E-mail info@bax-tec.com

Project	
Name / Address	
Grand Haven CCD 2001 Waterside Pkwy Palm Coast, Fla. 32137	

Item	Description	Qty	Rate	Total
	***** Grand Haven Room *****			
Shure-UA844+V	the Shure UA844+V antenna distribution system for expanding QLX-D or ULX-D VHF wireless microphone systems. The UA844+V works by splitting one pair of antennas out to multiple receivers; it also amplifies RF signals to offset insertion loss from splitting signal power to multiple outputs. One UA844+V system can support up to five wireless receivers	1	860.00	860.00T
Shure-ULXD8	Use the Shure ULXD8 base transmitter to integrate a gooseneck microphone into your Shure wireless system. It's perfect for podiums, event centers, meeting rooms, and more. Simply connect a gooseneck microphone, such as the Shure MicroFlex MX series microphones, and you're ready to transmit to your facility's Shure ULX-D or QLX-D digital wireless system.	4	774.00	3,096.00T
Shure-MX410LPC	Perfect for conference centers, courtrooms, houses of worships, and countless other applications, the Shure MX410LP/C Microflex gooseneck microphone delivers quality audio and compatibility with Shure wireless systems. Just connect it to the ULXD8 base transmitter for use with ULX-D and QLX-D digital wireless systems.	4	352.00	1,408.00T
Shure-ULXD4	Get into the digital wireless age with the Shure ULXD4 digital wireless receiver. You'll love the ease of set up and pristine audio that digital offers. This rugged half-rackspace unit has a large LCD screen so you can see even in the darkest of situations. The ULXD4 can be networked to interact with other receivers to create a cohesive and happy wireless system on stage.	4	1,578.00	6,312.00T
Shure-UA8-860-S...	The Shure UA860SWB is a passive wideband UHF omnidirectional dipole antenna. Its weather-resistant design is ideal for outdoor use. That said, Sweetwater doesn't recommend that you expose it to moisture for long periods of time — long-term contact with the elements is not advised. The UA860SWB yields consistent performance across the entire UHF spectrum, making it perfect for wireless mic and in-ear systems that employ multiple frequency bands	2	430.00	860.00T
labor	labor to add 4 additional microphones to system and program into existing equipment	7	95.00	665.00

Subtotal	\$13,201.00
Sales Tax (7.0%)	\$877.52
Total	\$14,078.52

Signature _____

[Return to Agenda](#)

EXHIBIT 18



Sorko
SERVICES

2300 W. Airport Blvd.
Sanford, FL 32771
Phone: 407-878-4492

Email: info@sorkoservices.com
www.sorkoservices.com

Water Management Agreement

- Excavator
- Weed boat/Tank
- Skid Steer
- Dump Trailer
- Grapple Service (Est. loads ⁸ _____)
- Hand Work Only
- Barge
- Permits Needed NO

Pond 43. Will include a complete spray of pond 43 for all aquatic vegetation. Removal of all highlighted will occur after spraying. We will remove mechanically and haul away through the park and walking trail and haul away.

Billing 2 North Village Parkway
Palm Coast, FL 32137

This Agreement is made this day between **Sorko Services** (hereinafter "Sorko") and Grand Haven Pond 43 (hereinafter "Customer") for services to be provided at:

Street Address: Willow oak way

City: Palm Coast, FL, (Zip) 32137

Cell#: 383-447-1888 Home#: _____ Gate Code#: _____

The parties hereto agree to follows: Lake Name Pond 43 Lake Acreage 3.3 Lake Front Linear 1297 ft of removal

Sorko Services agrees to control noxious aquatic weeds and algae in the body of water noted below. Control of the weeds and algae may take anywhere from 1 to 3 months to get control. Each body of water is different and will take different amounts of time to get control based on the infestation of weeds and algae.

Removal of 1297 linear feet of shoreline overgrowth as shown in pic attached.

Monthly service agreement

Monthly service for aquatic lake and pond management for the above referenced lakes or ponds will be due monthly plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement.

CUSTOMER agrees to pay Sorko Services, its agents or assigns, the following sum for specified aquatic management services:

- | | | |
|--|--------------|---|
| 1. Underwater and Floating Vegetation, Shoreline Grass and Brush Control Program
(Email Monthly Service Reports & Free Call-Back Services) | \$ _____ | Initial Service |
| | \$ _____ | Monthly Service Initials |
| <i>**Hydrilla & Illinois Pond Weed not included in regular monthly/bimonthly services. Control of Hydrilla & Illinois Pond Weed will require a separate treatment and additional charges apply.**</i> | | |
| 2. Mechanical Removal *Prices are only valid for 30 days due to active plant growth.
<i>**Follow up to remove or trim aquatic vegetation after initial mechanical removal due to water fluctuation or uncontrollable conditions, will be \$300.00 per hour, plus dump fees.**</i> | \$ 43500.00 | |
| 3. Permit/Administration Fee: | \$ _____ | |
| 4. Revegetation: See Graph # Plants per _____ | \$ _____ | |
| 5. One Time Treatment: _____ | \$ _____ | |
| 6. Fish Stocking: Grass Carp need FWC approval | \$ _____ | |
| 7. _____ | \$ _____ | |
| | | Total Deposit Due \$ 14,350.00 |
| | \$ 43,500.00 | Total Service |

Payment Options: Customer may pay for services with a credit card, debit card, ACH or check. Location # _____

Card Number: _____ Name on Card: _____

Exp Date: _____ 3 Digit Security Code: _____ Billing Address: _____

Accounting Number: _____ Street: _____

Routing Number: _____ City: Palm Coast, FL. Zip: _____

*****ACH/Credit Card Autopay mandatory for all maintenance services*****

Customer Signature Customer agrees to Autopay charges.

Customer Signature Customer agrees "Sorko Services" is not responsible or liable for any damaged turf (concrete, pavers, driveways, walkways, etc.).

Sorko Services agrees to commence service within 14 days, weather permitting, from the date of receipt of this Agreement and/or required governmental permits. This agreement will automatically renew month to month unless either party cancels this agreement with a 30-day written notice.

Customer Signature

Steve Okros

Employee Signature

10-17-2022

Date

Digitally signed by Steve Okros
Date: 2022.07.11 07:48:29 -0400

Printed Name

Steve Okros

Printed Name

vstepniak@ghehd.com

E-Mail

[Return to Agenda](#)

GENERAL TERMS AND CONDITIONS

1. THE UNDERWATER AND FLOATING VEGETATION CONTROL PROGRAM WILL BE CONDUCTED IN A MANNER CONSISTENT WITH GOOD WATER MANAGEMENT PRACTICES USING THE FOLLOWING METHODS AND TECHNIQUES WHEN APPLICABLE:

- a. Periodic treatments to maintain control of noxious submersed, floating and immersed aquatic vegetation and algae, which include, but shall not be limited to: hydrilla, naiad, algae, bladderwort, water hyacinth, water lettuce and duckweed. Customer acknowledges and agrees that some vegetation may be beneficial and necessary in a body of water to maintain a balanced aquatic ecological system.
- b. When deemed necessary by Sorko and approved by Customer, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain the ecological balance of the aquatic system.
- c. Determination of dissolved oxygen levels prior to treatment, as deemed necessary and advisable, to ensure that oxygen level is high enough to allow safe treatment. Additional water and/or bacteriological analysis may be performed as necessary to ensure the success of the water management program.
- d. If applicable, only one-half or less of the entire body of water may be treated at any one time to ensure the safety of fish and other aquatic life. Notwithstanding the above, Sorko shall not be liable for the loss of any exotic or non-native fish or vegetation.
- e. Customer acknowledges and agrees that for maximum effectiveness and environmental safety, materials used by Sorko will not exceed maximum label recommendations.
- f. If the services include triploid grass carp, stocking will be performed at stocking rates determined by Sorko, within Florida Fish and Wildlife Conservation Commission permit guidelines.
- g. Customer agrees to provide adequate boat access. Failure to consistently provide such adequate access may necessitate the renegotiation or termination of this Agreement.
- h. Depending on the species, materials used and environmental factors it may take up to 90 days to establish control of weeds and algae.

2. UNDER THE SHORELINE GRASS AND BRUSH CONTROL PROGRAM,

Sorko will treat border vegetation to the water's edge including, but not limited to, torpedo grass, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Depending on the species and environmental conditions it may take several months or longer for full effectiveness of the treatments to be reached. Customer is solely responsible for any desired cutting or removal of such vegetation.

3. Customer agrees to inform Sorko in writing, via email to info@sorkoservices.com if any lake or pond areas have been or are scheduled to be mitigated. For the purposes of this Agreement, mitigation shall mean planting with required or beneficial vegetation. Sorko assumes no responsibility and shall be held harmless for any damage to aquatic plants if Customer fails to provide such notice in a timely manner. Emergent weed control may not be performed within either new or existing mitigated areas, unless specifically agreed to by a separate agreement by and between Customer and Sorko. Customer shall notify Sorko in writing to the above email address of any conditions which may affect the scope of work and Customer shall be solely responsible for any costs or expenses that arise out of or are related to such conditions.

4. If, during the term of this Agreement Customer has concerns or questions regarding the performance of Sorko in the fulfillment of its obligations hereunder, Customer shall inform Sorko in writing, via certified mail, return receipt requested, stating with specificity all reasons for Customer's dissatisfaction. Sorko shall have at least 60 days to investigate and attempt to address all concerns. If, after 60 days from giving the original notice, Sorko was not able to address the concerns, Customer shall have the right to terminate this Agreement by providing notice of such in writing, via certified mail, return receipt requested, together with full payment of all amounts outstanding at the time of termination.

5. Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. Sorko shall notify Customer verbally of any such restrictions and/or by posting the restrictions at several readily visible locations on the perimeter of each body of water at the time of treatment. Customer is solely responsible for observing any and all restrictions. Customer acknowledges and agrees that Sorko does not assume any liability, and shall be held harmless, for the failure of any party to be notified of, or observe, any applicable regulations and restrictions.

6. Sorko shall maintain any necessary insurances at such limits in accordance with best practices in the industry. A certificate of insurance can be provided upon request. Customer shall be responsible for any costs associated with insurance requirements above and beyond that provided by Sorko.

7. Should Sorko be prohibited, restricted or otherwise prevented or impaired from rendering the specified services by any condition or regulation, Sorko shall notify Customer of said condition/regulation and of the excess direct costs arising therefrom. Customer shall have 30 days after receipt of said notice to notify Sorko in writing of any inability to comply with the excess direct costs as requested by Sorko, in which case Sorko shall be released from any and all obligations under this Agreement and Customer shall promptly tender payment to Sorko for all amounts due under this Agreement.

8. Customer warrants that s/he is authorized to execute the Water Management Agreement on behalf of the riparian owner.

9. Customer understands that, for convenience, the annual contract amounts has been amortized over a twelve (12) month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. Any outstanding amounts shall be subject to a late fee of 15% annually for past due balances and/or cancellation of the Agreement. Should Sorko be required to engage counsel to enforce any of its right under this Agreement, Customer shall be responsible for any such costs and expenses.

10. Sorko agrees to hold Customer harmless for any loss, damage or claims arising out of the sole negligence of Sorko. However, in no event shall Sorko be liable to Customer, or any third party, for any indirect, special or consequential damages resulting from any cause whatsoever. In no event shall Sorko's liability to Customer exceed the amounts paid to Sorko by Customer in the preceding 12 months.

11. This Agreement shall automatically renew for a period equal to its original term unless terminated by either party upon written notice no later than 60 days prior to the expiration of the then existing term. Sorko may adjust the monthly charge upon 30 days prior written notice following the original term.

12. This Agreement shall not be assigned by the Customer without the prior written consent of the Sorko. Sorko shall have the right to assign this Agreement.

13. This Agreement constitutes the entire agreement of the parties hereto and no oral or written alternations or modification of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both Customer and Sorko.

14. TERMINATION

The Parties agree that this Agreement is a monthly service agreement that continues from month to month until terminated. The Agreement may be terminated by either Party. However, the Parties further agree that Customer shall give Sorko thirty (30) days advance written notice of Customer's termination of this water management Agreement. Such written notice may be delivered in person, by email, or at the offices of Sorko.

EXHIBIT 19



Sorko
SERVICES

Water Management Agreement

- Excavator
- Weed boat/Tank
- Skid Steer
- Dump Trailer
- Grapple Service (Est. loads 8)
- Hand Work Only
- Barge
- Permits Needed NO

2300 W. Airport Blvd.
Sanford, FL 32771
Phone: 407-878-4492
Email: info@sorkoservices.com
www.sorkoservices.com

Billing 2 North Village Parkway
Palm Coast, FL 32137

This Agreement is made this day between **Sorko Services** (hereinafter "Sorko") and Grand Haven Pond 43 (hereinafter "Customer") for services to be provided at:

Street Address: Willow oak way

City: _____, FL, (Zip) 32137

Cell#: 383-447-1888 Home#: _____ Gate Code#: _____

The parties hereto agree to follows: Lake Name 48 ponds Lake Acreage 92.24 acres total Lake Front Linear _____

Sorko Services agrees to control noxious aquatic weeds and algae in the body of water noted below. Control of the weeds and algae may take anywhere from 1 to 3 months to get control. Each body of water is different and will take different amounts of time to get control based on the infestation of weeds and algae.

Service will include all 48 ponds treated monthly. Any service calls or follow ups needed in between services are at no charge.

Monthly service agreement

Monthly service for aquatic lake and pond management for the above referenced lakes or ponds will be due monthly plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement.

CUSTOMER agrees to pay Sorko Services, its agents or assigns, the following sum for specified aquatic management services:

- | | | |
|---|-------------------|---|
| 1. Underwater and Floating Vegetation, Shoreline Grass and Brush Control Program
(Email Monthly Service Reports & Free Call-Back Services) | \$ <u>8450.00</u> | Initial Service |
| | \$ <u>8450.00</u> | Monthly Service Initials |
| <i>**Hydrilla & Illinois Pond Weed not included in regular monthly/bimonthly services. Control of Hydrilla & Illinois Pond Weed will require a separate treatment and additional charges apply.**</i> | | |
| 2. Mechanical Removal <i>*Prices are only valid for 30 days due to active plant growth.</i> | \$ _____ | |
| <i>**Follow up to remove or trim aquatic vegetation after initial mechanical removal due to water fluctuation or uncontrollable conditions, will be \$ <u>300.00</u> per hour, plus dump fees.**</i> | | |
| 3. Permit/Administration Fee: | \$ _____ | |
| 4. Revegetation: See Graph # Plants per _____ | \$ _____ | |
| 5. One Time Treatment: _____ | \$ _____ | |
| 6. Fish Stocking: Grass Carp need FWC approval | \$ _____ | |
| 7. _____ | \$ _____ | Total Deposit Due \$ _____ |
| | \$ _____ | Total Service _____ |

Payment Options: Customer may pay for services with a credit card, debit card, ACH or check. Location # _____

Card Number: _____ Name on Card: _____

Exp Date: _____ 3 Digit Security Code: _____ Billing Address: _____

Accounting Number: _____ Street: _____

Routing Number: _____ City: _____, Fl. Zip: _____

*****ACH/Credit Card Autopay mandatory for all maintenance services*****

Customer Signature Customer agrees to Autopay charges.

Customer Signature Customer agrees "Sorko Services" is not responsible or liable for any damaged turf (concrete, pavers, driveways, walkways, etc.).

Sorko Services agrees to commence service within 14 days, weather permitting, from the date of receipt of this Agreement and/or required governmental permits. This agreement will automatically renew month to month unless either party cancels this agreement with a 30-day written notice.

Customer Signature

Steve Okros

Employee Signature

10-17-2022

Date

Printed Name

Steve Okros

Printed Name

vstepniak@ghedd.com

E-Mail

[Return to Agenda](#)

Digitally signed by Steve Okros
Date: 2022.07.11 07:48:28 -0400

GENERAL TERMS AND CONDITIONS

1. THE UNDERWATER AND FLOATING VEGETATION CONTROL PROGRAM WILL BE CONDUCTED IN A MANNER CONSISTENT WITH GOOD WATER MANAGEMENT PRACTICES USING THE FOLLOWING METHODS AND TECHNIQUES WHEN APPLICABLE:

- a. Periodic treatments to maintain control of noxious submersed, floating and immersed aquatic vegetation and algae, which include, but shall not be limited to: hydrilla, naiad, algae, bladderwort, water hyacinth, water lettuce and duckweed. Customer acknowledges and agrees that some vegetation may be beneficial and necessary in a body of water to maintain a balanced aquatic ecological system.
- b. When deemed necessary by Sorko and approved by Customer, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain the ecological balance of the aquatic system.
- c. Determination of dissolved oxygen levels prior to treatment, as deemed necessary and advisable, to ensure that oxygen level is high enough to allow safe treatment. Additional water and/or bacteriological analysis may be performed as necessary to ensure the success of the water management program.
- d. If applicable, only one-half or less of the entire body of water may be treated at any one time to ensure the safety of fish and other aquatic life. Notwithstanding the above, Sorko shall not be liable for the loss of any exotic or non-native fish or vegetation.
- e. Customer acknowledges and agrees that for maximum effectiveness and environmental safety, materials used by Sorko will not exceed maximum label recommendations.
- f. If the services include triploid grass carp, stocking will be performed at stocking rates determined by Sorko, within Florida Fish and Wildlife Conservation Commission permit guidelines.
- g. Customer agrees to provide adequate boat access. Failure to consistently provide such adequate access may necessitate the renegotiation or termination of this Agreement.
- h. Depending on the species, materials used and environmental factors it may take up to 90 days to establish control of weeds and algae.

2. UNDER THE SHORELINE GRASS AND BRUSH CONTROL PROGRAM,

Sorko will treat border vegetation to the water's edge including, but not limited to, torpedo grass, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Depending on the species and environmental conditions it may take several months or longer for full effectiveness of the treatments to be reached. Customer is solely responsible for any desired cutting or removal of such vegetation.

3. Customer agrees to inform Sorko in writing, via email to info@sorkoservices.com if any lake or pond areas have been or are scheduled to be mitigated. For the purposes of this Agreement, mitigation shall mean planting with required or beneficial vegetation. Sorko assumes no responsibility and shall be held harmless for any damage to aquatic plants if Customer fails to provide such notice in a timely manner. Emergent weed control may not be performed within either new or existing mitigated areas, unless specifically agreed to by a separate agreement by and between Customer and Sorko. Customer shall notify Sorko in writing to the above email address of any conditions which may affect the scope of work and Customer shall be solely responsible for any costs or expenses that arise out of or are related to such conditions.

4. If, during the term of this Agreement Customer has concerns or questions regarding the performance of Sorko in the fulfillment of its obligations hereunder, Customer shall inform Sorko in writing, via certified mail, return receipt requested, stating with specificity all reasons for Customer's dissatisfaction. Sorko shall have at least 60 days to investigate and attempt to address all concerns. If, after 60 days from giving the original notice, Sorko was not able to address the concerns, Customer shall have the right to terminate this Agreement by providing notice of such in writing, via certified mail, return receipt requested, together with full payment of all amounts outstanding at the time of termination.

5. Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. Sorko shall notify Customer verbally of any such restrictions and/or by posting the restrictions at several readily visible locations on the perimeter of each body of water at the time of treatment. Customer is solely responsible for observing any and all restrictions. Customer acknowledges and agrees that Sorko does not assume any liability, and shall be held harmless, for the failure of any party to be notified of, or observe, any applicable regulations and restrictions.

6. Sorko shall maintain any necessary insurances at such limits in accordance with best practices in the industry. A certificate of insurance can be provided upon request. Customer shall be responsible for any costs associated with insurance requirements above and beyond that provided by Sorko.

7. Should Sorko be prohibited, restricted or otherwise prevented or impaired from rendering the specified services by any condition or regulation, Sorko shall notify Customer of said condition/regulation and of the excess direct costs arising therefrom. Customer shall have 30 days after receipt of said notice to notify Sorko in writing of any inability to comply with the excess direct costs as requested by Sorko, in which case Sorko shall be released from any and all obligations under this Agreement and Customer shall promptly tender payment to Sorko for all amounts due under this Agreement.

8. Customer warrants that s/he is authorized to execute the Water Management Agreement on behalf of the riparian owner.

9. Customer understands that, for convenience, the annual contract amounts has been amortized over a twelve (12) month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. Any outstanding amounts shall be subject to a late fee of 15% annually for past due balances and/or cancellation of the Agreement. Should Sorko be required to engage counsel to enforce any of its right under this Agreement, Customer shall be responsible for any such costs and expenses.

10. Sorko agrees to hold Customer harmless for any loss, damage or claims arising out of the sole negligence of Sorko. However, in no event shall Sorko be liable to Customer, or any third party, for any indirect, special or consequential damages resulting from any cause whatsoever. In no event shall Sorko's liability to Customer exceed the amounts paid to Sorko by Customer in the preceding 12 months.

11. This Agreement shall automatically renew for a period equal to its original term unless terminated by either party upon written notice no later than 60 days prior to the expiration of the then existing term. Sorko may adjust the monthly charge upon 30 days prior written notice following the original term.

12. This Agreement shall not be assigned by the Customer without the prior written consent of the Sorko. Sorko shall have the right to assign this Agreement.

13. This Agreement constitutes the entire agreement of the parties hereto and no oral or written alternations or modification of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both Customer and Sorko.

14. TERMINATION

The Parties agree that this Agreement is a monthly service agreement that continues from month to month until terminated. The Agreement may be terminated by either Party. However, the Parties further agree that Customer shall give Sorko thirty (30) days advance written notice of Customer's termination of this water management Agreement. Such written notice may be delivered in person, by email, or at the offices of Sorko.



7643 Gate Parkway suite 104-167
Jacksonville, FL 32256

813.558.2125
www.sitexaquatics.com

Aquatic Management Agreement

This agreement is between Sitex Aquatics, LLC. Hereafter called Sitex and Grand Haven CDD hereafter called "customer"

Customer: Grand Haven CDD
C/O:
Contact: Mrs. Vanessa Stepniak
Address: 2001 Waterside Pkwy Palm Coast, FL 32137
Email: vstepniak@ghcdd.com
Phone: 386.447.0192

Sitex agrees to provide aquatic management services for a period of 12 months In accordance with the terms and conditions of this agreement in the following sites:

Forty-Five (45) Ponds (108 Acres) at the Grand Haven Community located in Palm Coast, FL (see attached map)

Customer agrees to pay Sitex the following amounts during the term of this agreement for the specific service:

- | | |
|--|----------|
| 1. Shoreline Grass and Brush Control | Included |
| 2. Underwater, Floating and Algae Treatment | Included |
| 3. All Services Performed by State Licensed Applicator | Included |
| 4. Treatment Report Issued After Each Visit | Included |
| 5. Use of EPA Regulated Materials Only | Included |
| 6. Algae callback service as needed | Included |
| 7. Non-Construction trash removal | Included |

Service shall consist of Twenty-Four (24) treatments a year as needed.

Customer agrees to pay Sitex the following amount during the term of this agreement which shall be 1/01/23 thru 12/31/22 Agreement will automatically renew as per Term and Conditions:

Total Monthly Service Amount: \$4,950.00
Total 1st year Maintenance Cost: \$59,400.00

Invoice is due and payable within 30 days. Overdue accounts may accrue a service charge.

Customer acknowledges that he/she has read and is familiar with the additional terms and conditions printed on the reverse side, which are incorporated in this agreement.

Joseph T. Craig

11/03/2022

Accepted By

Date

President, Sitex Aquatics llc.

Date

Terms & Conditions

Sitex agrees to provide all labor, supervision, and equipment necessary to carry out the work. There shall be no variance from these specifications unless expressly stated through an addendum.

The Annual Cost will be paid to Sitex in Twelve (12) equal payments, which are due and payable in advance of each month in which the service will be rendered and will be considered late on the 30th of that month. A surcharge of two percent (2%) per month will be added for delinquent payments. The Customer is responsible for any collection or attorney's fees required to collect on this agreement.

This Agreement will be for a twelve (12) month period. This Agreement shall be automatically renewed at the end of the twelve (12) months. The monthly service amount may be adjusted, as agreed upon by both Parties, and set forth in writing to Customer. Both parties agree that service shall be continuous without interruption.

Additional Services requested by the customer such as trash clean up, physical cutting or paint removal, and other additional services performed will be billed separately at the current hourly equipment and labor rates.

Cancellation by either the Customer or Sitex may terminate the Agreement without cause at any time. Termination shall be by written notice, received by either the customer or Sitex at least thirty (30) days prior to the effective date of the termination.

Neither party shall be responsible for damage, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of Nature, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. • Sitex agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of Sitex. However, Sitex shall in no event be liable to Customer or other for indirect, special or consequential damage resulting from any cause whatsoever.

It is agreed by both Parties that the work performed under this Agreement will be done on a schedule that is sensitive to the overall function of the property. Additionally, it is understood that all work will be performed during the normal business week (Monday-Friday) unless otherwise stipulated.

Sitex shall maintain the following insurance coverage and limits;

- (a) Workman's Compensation with statutory limits;
- (b) Automobile Liability;
- (c) Comprehensive General Liability including Property Damage, Completed Operations, and Product Liability.

A Certificate of insurance will be provided upon request. Customers requesting special or additional insurance coverage and/or language shall pay resulting additional premium to Sitex to provide such coverage. • This Agreement shall be governed by the laws of the state of Florida.



WATERWAY MANAGEMENT SERVICE AGREEMENT

This Agreement made the date set forth below, by and between Florida Waterways, Inc., a Florida Corporation, hereinafter called "FLORIDA WATERWAYS", and

Grand Haven Community Development District

Attn: Jeremy Wilson
 Assistant Field Maintenance Supervisor
 2 North Village Parkway
 Palm Coast, FL 32137

hereinafter called "CUSTOMER". The parties hereto agree as follows:

1. FLORIDA WATERWAYS agrees to manage certain lake(s), pond(s), and/or waterway(s) in accordance with the terms and conditions of this Agreement for a period of **twelve (12) months** from the date of receipt in the following location:

Seventy-two (72) annual treatments and/or inspections of forty-six (46) approximately 107.33±-acres of wet detention ponds as shown on Waterway Map

2. CUSTOMER agrees to pay FLORIDA WATERWAYS, its agents or assigns, each month the following sum for specified waterway management services:

Algae and Aquatic Vegetation Control (including Floating Vegetation)	\$ 4,175.00
Shoreline Grass Control	\$ INCLUDED
Debris Removal	\$ INCLUDED
Management Reporting	\$ INCLUDED
Triploid Grass Carp Stocking* w/ Included Permitting Assistance	\$ \$8.50/fish
Water Quality & Chemistry Monitoring *	\$ INCLUDED
Florida Waterways 100% Control Guarantee (Free Callback Service & Additional Treatments, if required)	\$ INCLUDED
Total Recurring Service Charges	\$ 4,175.00

*Services performed at FLORIDA WATERWAYS' sole discretion for the success of the Waterway Management Services Agreement.

3. FLORIDA WATERWAYS agrees to commence Waterway Management Services within fifteen (15) business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or issuance of required government permits.

4. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that they have read and are familiar with the contents thereof. Agreement must be accepted in its entirety to be considered valid.

By:
 FLORIDA WATERWAYS

Jim Schwartz
 Email: Jim@FloridaPond.com

CUSTOMER

Printed: _____

Dated: _____

Proposal Date: November 16, 2022

The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to FLORIDA WATERWAYS within ninety (90) days from the effective Proposal Date.

TERMS & CONDITIONS

- 1) The Algae and Aquatic Vegetation Control and Shoreline Grass Control Programs will be conducted in a manner consistent with Best Management Practices (BMPs) intended to prevent the stormwater management facility (SWMF) and associated control structures from becoming clogged or choked with vegetative or aquatic growth to such an extent as to render them inoperable. Control of vegetative and aquatic growth may take 30-90 days depending upon species, materials used and environmental factors.
- 2) FLORIDA WATERWAYS, in its sole discretion, will implement an Integrated Pest Management (IPM) Plan for CUSTOMERS site which may utilize chemical, mechanical-physical, biological and/or cultural procedures (as applicable) for controlling aquatic plants, including:
 - a. Class I Prohibited Aquatic Plants listed by the Florida Department of Agriculture and Consumer Services as cited Rule 5B-64.011, F.A.C.
 - b. Category I & II Invasive Plant Species listed by Florida Exotic Pest Plan Council (FLEPPC)

These listed plants have a tendency to spread or become invasive in an ecosystem, sometimes in a rapid manner, so as to impair the ecosystem's ability to function by altering its productivity, decomposition, water fluxes, nutrient cycling and loss, soil fertility, erosion, dissolved oxygen concentrations, or its ability to maintain its existing species diversity. These plants also have the ability to create dense, monospecific stands or monotypic stands which displace or destroy native plant habitat, destroy fish and wildlife habitats, inhibit water circulation, hinder navigation and irrigation, or severely restrict the recreational use of waterways.
- 3) Triploid grass carp stocking, if included, will be performed at stocking rates determined by FLORIDA WATERWAYS, within Florida Fish and Wildlife Conservation Commission permit guidelines. If deemed necessary, carp containment barriers will be coordinated with CUSTOMER at a rate of \$35.00/SF. FLORIDA WATERWAYS designs and fabricates the industry's best custom carp containment barriers out of welded aluminum construction. Barriers built by FLORIDA WATERWAYS are guaranteed to meet FWC's specifications.
- 4) CUSTOMER agrees to provide adequate access to the SWMF, including boat access. Failure to provide boat access may require re-negotiation or termination of this Agreement. If, at time of treatment, access to the site has been restricted and FLORIDA WATERWAYS is unable to provide services, FLORIDA WATERWAYS reserves the right to impose a fuel surcharge as may be necessary.
- 5) CUSTOMER agrees that the system will be kept free of debris, trash, garbage, oils and greases, and other refuse. Included debris removal by FLORIDA WATERWAYS is limited to small, incidental litter that may accumulate within the SWMF. Removal of large debris resulting from intentional or unintentional dumping, vandalism, or weather events may result in additional service charges. Agreements that include debris removal shall consist of: Removal of casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 6) Under the Shoreline Grass Control Program, FLORIDA WATERWAYS will treat border vegetation to the SWMF's Normal Water Level (NWL) including, but not limited to torpedograss, cattails and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species leave visible structure which may take several seasons to decompose. CUSTOMER is responsible for removing such structure if desired. CUSTOMER understands that during periods of prolonged drought, or due to a change in hydrological conditions, the SWMF's water level may fall below the NWL elevation. Treatment of border vegetation below the NWL will be coordinated between CUSTOMER and FLORIDA WATERWAYS and may result in a service surcharge.
- 7) CUSTOMER understands, that, for convenience, the annual service charge has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service.
- 8) FLORIDA WATERWAYS, in implementing the IPM, will use methods that protect or restore fish and wildlife habitat. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system. When deemed necessary, FLORIDA WATERWAYS may plant and/or nurture certain variety of plants, which for various reasons, help to maintain ecological balance.
- 9) FLORIDA WATERWAYS shall maintain the following insurance coverage: a) Automobile Liability; b) Comprehensive General Liability; c) comply with Florida's Workers Compensation Law (FSS Chapter 420) statutory limits.
- 10) FLORIDA WATERWAYS agrees to hold CUSTOMER harmless from any loss, damage, or claims arising out of the sole negligence of FLORIDA WATERWAYS; however, FLORIDA WATERWAYS, shall in no event be liable to CUSTOMER, or others, for indirect special or consequential damages resulting from any cause whatsoever.
- 11) This Agreement may be terminated without cause by either party upon a 30 days' written notice to the other party.
- 12) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, FLORIDA WATERWAYS may adjust the monthly recurring service charge amount after the original term. FLORIDA WATERWAYS will submit written notification to CUSTOMER thirty (30) days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, FLORIDA WATERWAYS shall be notified immediately in order to seek a resolution. If necessary, CUSTOMER may terminate this Agreement according to the procedure outlined in # 11 above.
- 13) Should CUSTOMER become sixty (60) days delinquent, FLORIDA WATERWAYS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly service charge even if the account is placed on hold. FLORIDA WATERWAYS reserves the right to impose a monthly service charge on past due balances and/or cancel the Agreement. Monthly interest will accrue on delinquent accounts at a rate of 1.5% per month. Service may be reinstated once the entire past due balance has been received in full, including interest. Should it become necessary for FLORIDA WATERWAYS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to reasonable attorney's fees (including those on appeal) and court costs, and all other expenses incurred by FLORIDA WATERWAYS resulting from such collection action.



Crosscreek Environmental Inc.

111 61st Street East
Palmetto, FL 34221

Estimate

Date	Estimate #
11/16/2022	9628

Name / Address

Grand Haven CDD
2 North Village Parkway
Palm Coast, FL 32137
Att: Daniela Teixeira

Description

Monthly stormwater pond maintenance of nuisance and exotic vegetation located within perimeter of the one (1) pond onsite. Treatments to occur four (4) times a month for a total of forty eight (48) visits per year.

Maintenance services to include the following:

- * Algae control
- * Floating vegetation control
- * Shoreline vegetation control
- * Submersed vegetation control
- * Aquatics consulting
- * Management reporting
- * Littoral shelf maintenance
- * Installation of up to 500 free beneficial aquatic plants per year

Total maintenance cost = \$4,850/Month (\$58,200 Annually)

If the customer is not satisfied with the aquatic service provided, and the state of the aquatic management area declines due to Crosscreek Environmental Inc. negligence, the customer has full right to cancel the service with no less than 45 days written notice to Crosscreek Environmental Inc.

Please sign and return if accepted

Phone # (941) 479-7811

Fax # (941) 479-7812

admin@crosscreekenv.com

www.crosscreekenvironmental.com

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Crosscreek Environmental Inc.

111 61st Street East
Palmetto, FL 34221

Estimate

Date	Estimate #
11/16/2022	9629

Name / Address
Grand Haven CDD
2 North Village Parkway
Palm Coast, FL 32137
Attt: Daniela Teixeira

* Estimate Good For 30 Days

Description	Qty	Rate	Total
Pond #43			
Initial herbicide treatment and restoration of all invasive vegetation within the limits of the pond. Please allow for 2 months to get complete control of all vegetation.	1	2,500.00	2,500.00

Please sign and return if accepted

Total

\$2,500.00

Phone # (941) 479-7811

Fax # (941) 479-7812

admin@crosscreekenv.com

www.crosscreekenvironmental.com

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EXHIBIT 20

David,

Attached is my analysis of the survey responses. I am asking you to distribute the document to the Board for their review. I am not proposing that they follow the format that I used, but to just see it as an option to organize their thoughts. We agreed not to have a single format. We did agree to discuss the analysis process at the December meeting.

We can discuss the organization I used and any of their thoughts or questions in preparation for the January Workshop. The format I developed focuses on my Observations of the points raised in the Comments as well as Keywords which I viewed as driving the resident's option selected and responses. All very subjective from my review no guarantee that I got it right. The Keywords in tern will drive any adjustments that we want to make to the 10 Year Plan if the Board comes to consensus.

I will prepare an outline for the Survey portion of the Residents Town Hall for the December meeting, and we can talk thru it with the Board. I will be looking for as much input as possible. This project was an evolution of the 10 Year Plan development with the Survey being a resident data point. I have no pride of ownership around the presentation, but i do need Board consensus on how we see it impacting the plan.

Any questions, contact me.

Supervisor Polizzi

Survey Question Reviewed	Demographic	Response Option	Observations	Key Words
Café Remodel	Years Resident 1-5 (309)	Remodel	Strong Café Advocacy Cost Sharing- Operator, others	Lighter and Brighter - Updated Kitchen Upgrade New Tables & Chairs-In/Out Menu Variation - incl. Vegan Modernization with Expansion Restrooms nearby Limit Cost and Downtime
		Minimized Investment	Major Preference to do nothing Food Price conscious Transfer to Operator vs CDD Very Supportive of Café	Satisfied As Is-transfer costs Kitchen Upgrade if needed Phased, smaller updates Menu Variation - incl. Vegan Limit cost and Downtime
Café Remodel	Years Resident 6-15 (333)	Remodel	Strong Café Advocacy Design to drive value Café as Community "Place" Closely aligned to YR1-5	Modernization with Expansion Kitchen Upgrade New Tables & Chairs-In/Out Menu Variation - incl. Vegan Restrooms nearby Limit Cost and Downtime
		Minimized Investment	Preference to do nothing Very Supportive of Café Operator or Self Sustaining	Need not obvious Kitchen Upgrade if needed Restrooms nearby Menu Variation - incl. Vegan Limit cost and Downtime
Café Remodel	Age 66-80 (603) Age Group (187)	Remodel Minimized Investment	Response Variance similar Older Group influences direction Year Resident better breakout	

Survey Question Reviewed	Demographic	Response Option	Observations	Key Words
Separate Bicycle/Conveyance Paths	All Four	Yes & No	No Responses 50-60% > Yes	No Comment Question
Security Improvements	Years Resident 1-5 (309)	Yes	Strong Support of All Areas Comments 3.3 Pages v. 1.3 (NO) More Resident Self Service Access Control is driver Rethink Everything	Gate System Upgrade All Gates Bike&Walking Path Control Cell Phone Control Piggybacking Mitigation Off Hours Street Patrols More Tactical Cameras Better Guard Training
		No	Majority for no action, now Small Operational Changes	Cell Phone Access Guard Procedure Trining Update parts of Gate Systems Improve Cameras and Lighting Gate Ids and Access Card Use
Security Improvements	Years Resident 6-15 (333)	Yes	Comments 4 Pages v. < 1 (No) Access Control is Driver Resident Self Service More generale comments	Gate System Upgrade All Gates Bike&Walking Path Control Cell Phone Control Better Guard Training Off Hours Street Patrols More Cameras
		No	Preference to do nothing	Better Guard Training
Security Improvements	Age 66-80 (603)	Yes and No	No > 30% Higher Response Yes 6 Comment Pages v. < 2 Year Resident better breakout	Defer to Years Resident Data
	Age 41-65	Yes and No	Responses w/ 10%, No led Yes 3 Comment Pages v. < 1 Year Resident better breakout	

Survey Question Reviewed	Demographic	Response Option	Observations	Key Words
Expand Facilities	Years Resident 1-5 (309)	Yes	Support but not strong Need unclear to Yes Group LT Plan driven	GH Room Parking & Cost Clarity Planning Need
		No	Majority for no action, now More comments for No 60% more reponses for No Need not visible	LT Plan w/justification
Expand Facilities	Years Resident 6-15 (333)	Yes	Comments 1.5 Pages Twice No Clearer view of usage Favor expansion v. new bldg. LT Plan driven	GH Room Creekside Alernative Planning Need Parking & Cost Clarity
		No	Preference to do nothing	LT Plan w/justification
Expand Facilities	Age 66-80 (603)	Yes and No	No > 46% Higher Response Yes 2 Comment Pages v. < 1.5 Year Resident better breakout	Defer to Years Resident Data
	Age 41-65 (187)	Yes and No	No > 54% Higher Response Comment Pages approx. = Year Resident better breakout	Defer to Years Resident Data

EXHIBIT 21

WEB SITE DISCUSSION

PREPARED BY: MICHAEL FLANAGAN

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INFORMATION FUNCTIONS DESIRED BY THE BOARD

Findings: Villages closest to our wants

- EASY TO FOLLOW, LOGICAL FLOW
- DEDICATED PAGES VERSUS LIST
- INFORMATION “BANNER” (STORM, GATES, LOCAL EMERGENCY, ETC.), CLICK TO FOR DETAILS
- POST VENDOR AND GUEST INFORMATIONAL DOCUMENTS RELEVANT TO GH CDD MANAGED ASSETS. ALL TITLES SHOULD MAKE IT EASY TO KNOW WHAT THE DOCUMENT CONTAINS
- DISCREET INFORMATION TITLES MAKING IT EASIER TO FIND INFORMATION, INCLUDE SEARCH FUNCTION
- INSTRUCTIONAL “TUTORIALS” – PROFILE UPDATE, CONTACTING PROPER ENTITY (CDD, HOA, OTHER), SCHEDULING MEETING ROOMS

Findings: None Have All We List

- POST OF EBLAST – MEETING AND POST MEETING
- ROUTINE SCHEDULED MAINTENANCE
- 30 DAYS AND GREATER MAINTENANCE/PROJECTS UPDATE
- SPECIAL EVENT POSTING/INFORMATION – CDD, AMENITIES
- EMPLOYEE RECOGNITION
- FAQ
- RESIDENT REPORTING AND QUESTION “EMAIL”

THE VILLAGES COMMUNITY DEVELOPMENT DISTRICTS

[HTTPS://WWW.DISTRICTGOV.ORG/](https://www.districtgov.org/)

- EASY TO FOLLOW, LOGICAL FLOW
- DEDICATED PAGES VERSUS LIST
- INFORMATION “BANNER” (STORM, GATES, LOCAL EMERGENCY, ETC.), CLICK TO FOR DETAILS
- DISCREET INFORMATION TITLES MAKING IT EASIER TO FIND INFORMATION, INCLUDE SEARCH FUNCTION
- INSTRUCTIONAL “TUTORIALS”

The screenshot shows the homepage of The Villages Community Development Districts website. At the top, there is a green navigation bar with the logo and a search bar. Below the navigation bar, a yellow banner contains links for Home, Your District, Committees, Departments, How Do I?, Contact Us, Useful Links, and FAQ. The main content area features a 'Welcome' message, a 'Quick Links' sidebar, and a 'News and Information' section. The 'Quick Links' sidebar includes links for What's Happening, District Weekly Bulletin, Paradise Recreation Center, First Responders Recreation Center, 2021 Annual Report, Astronomy, Americans with Disabilities Act (ADA), Residential Bond Assessment Information, CDD Orientation, District Workshops, Employment Opportunities, Golf Membership Enhancements, Guest ID Card Service, Holiday Disruption Policy, Maps, Organizational Chart, Our Mission, Utility Bill Information, Utility Bill Payment Information, Postal Facility Bulletin Boards, Precautionary Soil Water Notices, Resident Academy, Resident ID Card Information, Sanitation and Recycling Information and Schedule, Sign Up for E-Billing, Site Map, Screen Listing, Update Contact Information, and Village Neighborhoods. The 'News and Information' section includes a 'Thanksgiving Holiday Information' announcement, a 'Meeting Calendar' for November 2022, and a 'Community Corner' with various local news items. A 'Return to Agenda' link is visible at the bottom right of the page.

THE VILLAGES COMMUNITY DEVELOPMENT DISTRICTS

[HTTPS://WWW.DISTRICTGOV.ORG/](https://www.districtgov.org/)

- EASY TO FOLLOW, LOGICAL FLOW
- DEDICATED PAGES VERSUS LIST
- INFORMATION (STORM, GATES, LOCAL EMERGENCY, ETC.), CLICK TO FOR DETAILS

Quick Links

What's Happening

District Weekly Bulletin

Paradise Recreation Center

First Responders Recreation Center

2021 Annual Report

Acronyms

Americans with Disabilities Act (ADA)

Residential Bond Assessment Information

CDD Orientation

District Workshops

Employment Opportunities

Golf Membership Enhancements

Guest ID Card Service

Holiday Decoration Policy

Maps

Organizational Chart

Our Mission

Utility Bill Information

Utility Bill Payment Information

Postal Facility Bulletin Boards

Precautionary Boil Water Notices

Resident Academy

Resident ID Card Information

Sanitation and Recycling Information and Schedule

Useful Links and Resources

Lake County:

Lake County Government

www.lakecountyfl.gov/government

Lake County Supervisor of Elections

elections.co.lake.fl.us

Town of Lady Lake, Florida

www.ladylake.org

Lake County Property Appraiser

www.lakecopropappr.com

Lake County Tax Collector

www.laketax.com

Lake County Clerk of the Courts

www.lakecountyclerk.org

Lake County Sheriff's Office

www.lcso.org

Lady Lake Police Department

www.ladylake.org/departments/police/

Sumter County:

Sumter County Board of County Commissioners

sumtercountyfl.gov/296/County-Commissioners

Sumter County Supervisor of Elections

www.sumterelections.org

Sumter County Property Appraiser

www.sumterpa.com/

Sumter County Tax Collector

www.sumtertaxcollector.com

Sumter County Clerk of the Courts

www.sumterclerk.com/index.cfm/about-the-clerk

Sumter County Sheriff's Office

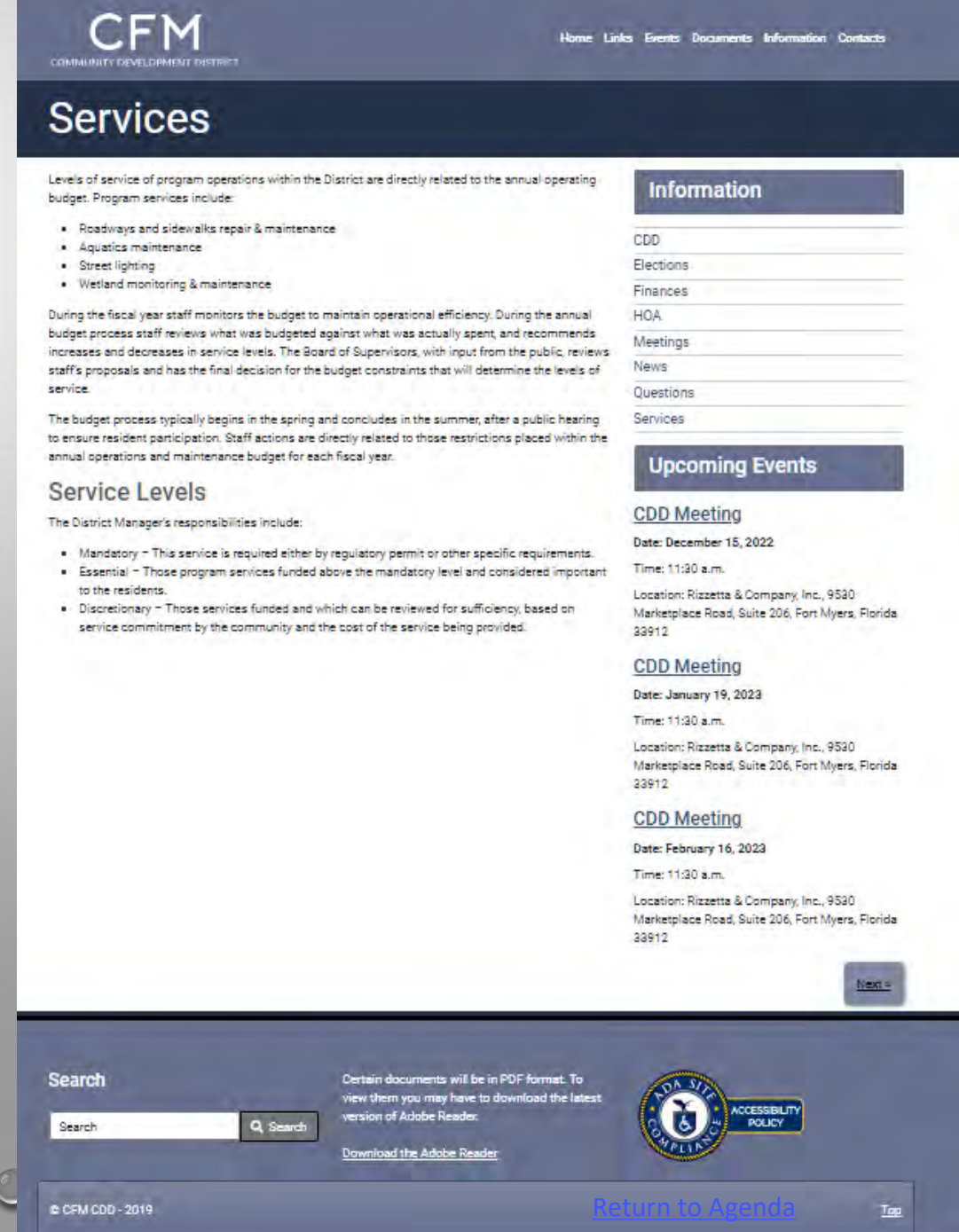
sumtercountysheriff.org

[Return to Agenda](#)

CFM CDD HOME PAGE

[HTTPS://WWW.CFMCDD.ORG/](https://www.cfmccd.org/)

- EASY TO FOLLOW, LOGICAL FLOW
- DEDICATED PAGES VERSUS LIST
- DISCREET INFORMATION TITLES MAKING IT EASIER TO FIND INFORMATION, INCLUDE SEARCH FUNCTION



The screenshot shows the CFM CDD Home Page. At the top, the logo for CFM (Community Development District) is displayed. A navigation menu includes links for Home, Links, Events, Documents, Information, and Contacts. The main heading is "Services".

The "Services" section contains the following text:

Levels of service of program operations within the District are directly related to the annual operating budget. Program services include:

- Roadways and sidewalks repair & maintenance
- Aquatics maintenance
- Street lighting
- Wetland monitoring & maintenance

During the fiscal year staff monitors the budget to maintain operational efficiency. During the annual budget process staff reviews what was budgeted against what was actually spent, and recommends increases and decreases in service levels. The Board of Supervisors, with input from the public, reviews staff's proposals and has the final decision for the budget constraints that will determine the levels of service.

The budget process typically begins in the spring and concludes in the summer, after a public hearing to ensure resident participation. Staff actions are directly related to those restrictions placed within the annual operations and maintenance budget for each fiscal year.

Service Levels

The District Manager's responsibilities include:

- **Mandatory** - This service is required either by regulatory permit or other specific requirements.
- **Essential** - Those program services funded above the mandatory level and considered important to the residents.
- **Discretionary** - Those services funded and which can be reviewed for sufficiency, based on service commitment by the community and the cost of the service being provided.

On the right side, there is an "Information" section with a list of links: CDD, Elections, Finances, HOA, Meetings, News, Questions, and Services.

Below that is an "Upcoming Events" section with three entries:

- CDD Meeting**
Date: December 15, 2022
Time: 11:30 a.m.
Location: Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912
- CDD Meeting**
Date: January 19, 2023
Time: 11:30 a.m.
Location: Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912
- CDD Meeting**
Date: February 16, 2023
Time: 11:30 a.m.
Location: Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912

At the bottom of the page, there is a "Search" box, a note about PDF documents, a "Download the Adobe Reader" link, an "ADA SITE COMPLIANCE" logo, and an "ACCESSIBILITY POLICY" link. The footer includes "CFM CDD - 2019", a "Return to Agenda" link, and a "Top" link.

CFM CDD

- EASY TO FOLLOW, LOGICAL FLOW
- VENDOR AND GUEST INFORMATIONAL DOCUMENTS RELEVANT TO GH CDD MANAGED ASSETS. ALL TITLES SHOULD MAKE IT EASY TO KNOW WHAT THE DOCUMENT CONTAINS
- DISCREET INFORMATION TITLES MAKING IT EASIER TO FIND INFORMATION, INCLUDE SEARCH FUNCTION

The screenshot displays the CFM CDD website interface. At the top, the CFM logo and navigation links (Home, Links, Events, Documents, Information, Contacts) are visible. The main content area is titled "Documents" and features several categorized buttons: District Rules & Policies, Establishment Ordinances, Financial Documents, Helpful Documents, and Meeting Documents. Below these are sections for "District Rules & Policies", "Establishment Ordinances", "Financial Documents", "Helpful Documents", and "Meeting Documents", each with a table listing documents and "Download" links. A right-hand sidebar contains an "Information" menu with links to CDD, Elections, Finances, HOA, Meetings, News, Questions, and Services, as well as an "Upcoming Events" section listing three "CDD Meeting" events with their respective dates, times, and locations. At the bottom, there is a search bar, a note about PDF documents, an ADA Site Compliance logo, and a "Return to Agenda" link.

CFM CDD HOME PAGE

[HTTPS://WWW.CFMCDD.ORG/](https://www.cfmcd.org/)

- NON-CDD INFORMATION WITH CLICK TO FOR DETAILS

Links

County

- [Clerk of Circuit Court](#)
- [County Government](#)
- [Property Appraiser](#)
- [School District](#)
- [Sheriff's Office](#)
- [Supervisor of Elections](#)
- [Tax Collector](#)
- [Lee County Natural Resources - Fertilizer](#)
- [Lee County Natural Resources - Pet Waste](#)

Federal

- [Department of Homeland Security](#)
- [Federal Bureau of Investigation](#)

State

- [Department of Community Affairs](#)
- [Department of Environmental Protection](#)
- [Department of Transportation](#)
- [FDLE \(Florida Department of Law Enforcement\)](#)
- [Fish & Wildlife Commission](#)
- [Florida State Government](#)
- [Florida Commission on Ethics](#)
- [Florida Department of Financial Services](#)

Utilities & Other Links

- [Peoples Gas](#)

Information

- [CDD](#)
- [Elections](#)
- [Finances](#)
- [HOA](#)
- [Meetings](#)
- [News](#)
- [Questions](#)
- [Services](#)

Upcoming Events

CDD Meeting

Date: December 15, 2022

Time: 11:20 a.m.

Location: Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912

CDD Meeting

Date: January 19, 2023

Time: 11:20 a.m.

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CDD Meeting

Date: February 16, 2023

Time: 11:20 a.m.

Location: Rizzetta & Company, Inc., 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912

[Next >](#)

Search

Certain documents will be in PDF format. To view them you may have to download the latest version of Adobe Reader.

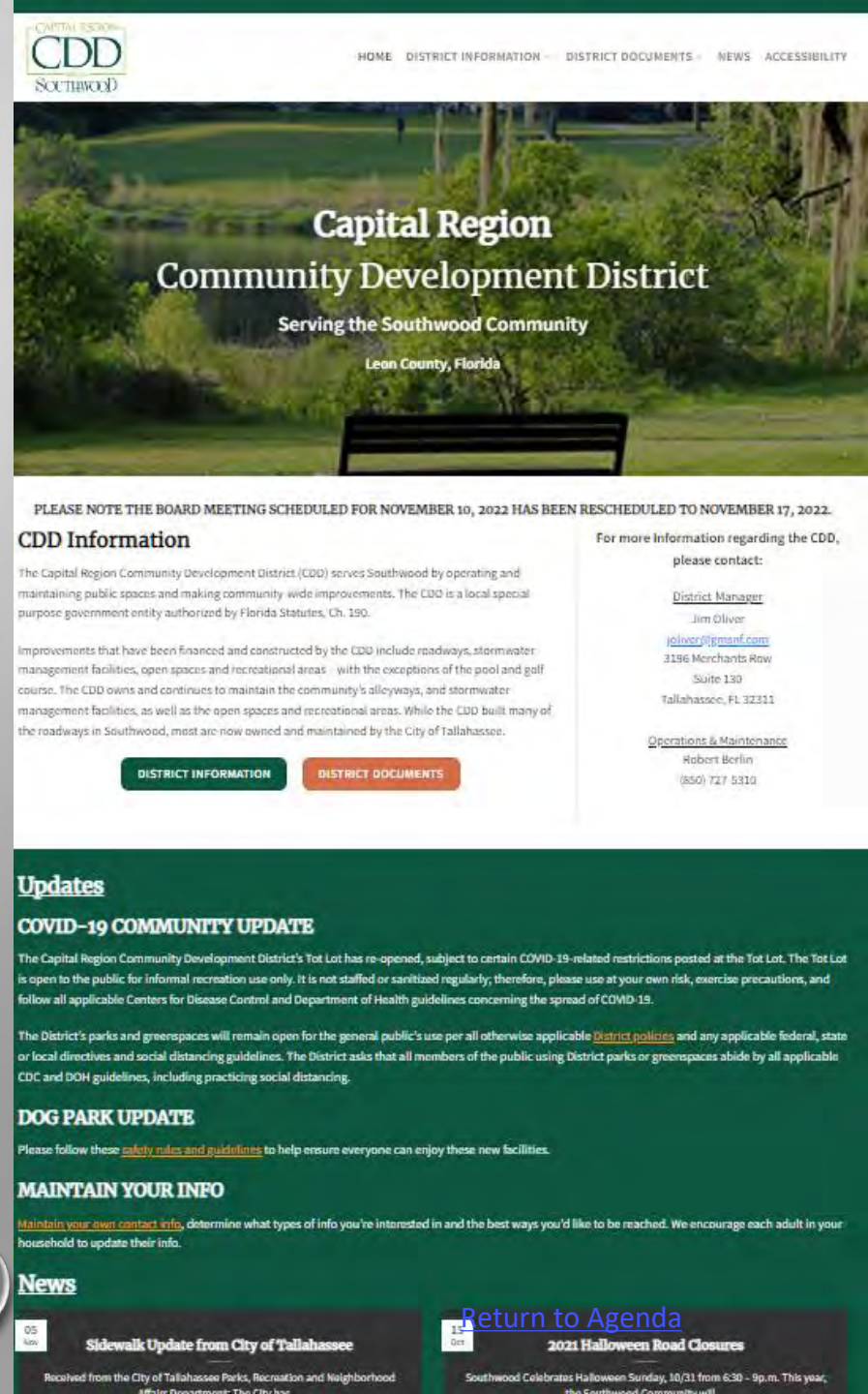
[Download the Adobe Reader](#)



CAPITAL REGION CDD

[HTTPS://WWW.MYSOUTHWOODCDD.COM/](https://www.mysouthwoodcdd.com/)

- EASY TO FOLLOW, LOGICAL FLOW
- DEDICATED PAGES VERSUS LIST
- INFORMATION “BANNER” (STORM, GATES, LOCAL EMERGENCY, ETC.), CLICK TO FOR DETAILS



CAPITAL REGION CDD

[HTTPS://WWW.MYSOUTHWOODCDD.COM/](https://www.mysouthwoodcdd.com/)

- SPECIAL EVENT POSTING/INFORMATION

The screenshot shows the Capital Region CDD website. At the top, there is a navigation bar with links for HOME, DISTRICT INFORMATION, DISTRICT DOCUMENTS, NEWS, and ACCESSIBILITY. The logo for CAPITAL REGION CDD SOUTHWOOD is in the top left corner.

The first article is titled "Sidewalk Update from City of Tallahassee" and is categorized as "UNCATEGORIZED". It was posted on November 5, 2021, by SAHJ. The article features a photograph of a newly paved concrete sidewalk. Below the image, there is a text block that reads: "Received from the City of Tallahassee Parks, Recreation and Neighborhood Affairs Department: The City has received reports that Southwood residents are not satisfied with the recently replaced sections of sidewalks. The sidewalks were repaired with 'Flexi Pave,' a flexible pavement product which allows expansion of tree root growth - which is why most of the sidewalks... Continue Reading Sidewalk Update from City of Tallahassee". A "CONTINUE READING" button is located below the text.

The second article is titled "2021 Halloween Road Closures" and is also categorized as "UNCATEGORIZED". It was posted on October 15, 2021, by SAHJ. The article features a photograph of several pumpkins with hand-drawn faces. A "Return to Agenda" link is visible in the bottom right corner of the image area.

On the right side of the page, there are two vertical lists: "RECENT POSTS" and "ARCHIVES". The "RECENT POSTS" list includes: "Sidewalk Update from City of Tallahassee", "2021 Halloween Road Closures", "CDD Board of Supervisors Vacancy Announcement", "June 2019 Meeting Recap", and "Improvements to FSUS special needs hurricane shelter scheduled to be ready by start of 2019-2020 school year". The "ARCHIVES" list shows months from November 2021 down to January 2018.

BAYSIDE IMPROVEMENT AND BAY CREEK CDD

[HTTPS://WWW.PELICANLANDINGCDDS.NET/](https://www.pelicanlandingcdds.net/)

- EASY TO FOLLOW, LOGICAL FLOW
- DEDICATED PAGES VERSUS LIST
- FAQ
- INFORMATION CLICK TO FOR DETAILS

Welcome to Bayside Improvement and Bay Creek Community Development Districts

Your community resources from your Boards of Supervisors.

District Information

The Bayside Improvement CDD comprises approximately 1,821 acres and is located primarily within the boundaries of the City of Bonita Springs, Florida. The District is generally bounded on the west by Estero Bay, on the east by US 41, on the south by Spring Creek and on the north by Coconut Road.

[ABOUT THE DISTRICTS >](#)

What's New?

- [Irrigation Pump Schedule: Phase 2](#)
- [GIS District Map](#)
- [Online Service Request Form](#)
- [Monument Responsibilities](#)
- [Stormwater Systems in Your Neighborhood](#)
- [Florida Yards & Neighborhoods Brochure](#)
- [Stormwater Mgm. Gate Operating Rules](#)
- [Lake Management Report](#)
- [Flood Reduction Project](#)
- [Fertilize Smart](#)
- [Lee County 2018 Flood Study Report](#)

Board Meetings

[December 5, 2022 @ 2:00 p.m.](#)
Regular Meeting

Meeting held at:
Pelican Landing Community Center, 24501
Walden Center Drive, Bonita Springs, Florida
34134.

[DOCUMENTS SECTION >](#)

Chemical, Waste Disposal

For information regarding **House hold Chemical, Waste Disposal**, please contact: **Topaz Facility**, 6441 Topaz Court, Ft. Myers, M-F: 8-5 and every first Saturday of the month 8-12 noon (except holidays)

Illegal Dumping or Draining

If you should notice someone dumping or draining foreign material into our lakes, wetland or drain pipes, please contact the Lee County Hot line: 239-533-9400 (Request for Action)

Assessments Balances

To review your outstanding capital assessment balances, please visit the AJC Associates, Inc website and initiate a Data Search.

Public Records Notice

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

[Return to Agenda](#)

OBSERVATION & RECOMMENDATIONS

- OBSERVATIONS
 - MOST SITES APPEAR TO BE BUILT ON STANDARD TEMPLATES
 - TEMPLATE BASED BUILDS ARE COMMON AND DO NOT REQUIRE WEB CODING SKILLS
- RECOMMENDATIONS
 - CREATE A REQUIREMENTS DOCUMENT DETAILING WHAT WE SPECIFICALLY WANT
 - THE SITE TO CONTAIN
 - THE INFORMATION PRESENTATION LOOK AND FEEL
 - BUILD USES STANDARD WEB TOOLS NOT CODING PERMITTING A NON-WEB BUILDER TO UPDATE

EXHIBIT 22

ATTACHMENT A
RULES OF THE
GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT

CHAPTER VII

GATE ACCESS AND PUBLIC ROAD ACCESS

7.01 PURPOSE. The purpose of this Rule is to establish and memorialize policies for the operation of the roadway system owned operated by the Grand Haven Community Development District (the “CDD”), including security, guardhouses, fences and gates, electronic intrusion-detection systems as provided for in Fla. Stat. §190.012(2)(d).

PART I
DEFINITIONS

SECTION 1. DEFINITIONS. The following definitions shall apply for purposes of this Rule VII:

1.1 “Amenity Rules” shall refer to the Rules, Policies and Fees for All Amenity Facilities as adopted by the Board of Supervisors and in effect at the time this Rule is adopted, together with any future additions or amendments thereto.

1.2 “CDD” shall refer to the Grand Haven Community Development District and may otherwise be referred to herein as the “District.”

1.3 “Daily Guest” shall have the meaning set forth in the Amenity Rules.

1.4 “District Lands” shall refer to those areas of real property within the jurisdictional boundaries of the CDD, as more particularly described in Flagler County, Florida Ordinance No. 97-03, as subsequently and from time to time amended.

1.5 “District Roads” shall refer to those areas of real property within the District Lands which have been acquired by the District through conveyance, plat dedication or other means and which have been constructed and are being used for purposes of vehicular ingress and egress and mobility within the District.

1.6 “Family” shall have the meaning set forth in the Amenity Rules.

1.7 “Gates” shall mean any gate, gate arm, fence or other physical barrier designed to restrict access to the District Lands or District Roads.

1.8 “Guardhouse” shall mean the structures constructed at various entrances to the District designed to be occupied and used by security guards engaged by the District to provide access control security services.

1.9 “House Guest” shall have the meaning set forth in the Amenity Rules.

1.10. “Post Orders” shall mean those certain Post Orders adopted by the Board of Supervisors of the District as in effect at the time of adoption of this Rule and as subsequently amended.

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

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

1.13 “Registered Renter” shall mean a tenant to whom a Property Owner has assigned the beneficial rights to use the Amenity Facilities pursuant to the Amenity Rules.

1.14 “Security Officer” shall refer to an individual provided by a vendor engaged by the District to provide security and access control services while such individual is working on the District Property.

PART 2 RESTRICTED ACCESS ROADS

SECTION 1: POLICY. The District determines that the use and operation of its Guardhouses and Gates for their intended purpose fulfills a public purpose as established by the Florida Legislature in Chapter 84-360, Laws of Florida.

SECTION 2: ACCESS LIMITATION. Vehicular or Pedestrian Access to the District Roads shall be restricted in the manner set forth in this Rule.

SECTION 3: IMPLEMENTATION. The Board of Supervisors of the District shall have the authority to provide for the implementation of this Rule by resolution, policy or other action and shall have the authority to provide for Security Officers to be engaged to enforce the terms hereof. The Board of Supervisors shall also have the authority to implement and require the use of particular technology, including, without limitation, Gate Access Devices (as defined in the Post Orders), access control software and/or computer/mobile applications, communications protocol

and other means (collectively, the “Access Technology”) to govern and control access as described herein.

SECTION 4: POST ORDERS. The Board of Supervisors shall have the authority to adopt, amend and enforce Post Orders to govern the operation of its Guardhouses and Gates.

SECTION 5. RIGHT OF ACCESS. Property Owners, Renters and Registered Renters, together with members of their Families, shall retain the right to gain access to the District Lands and District Roads at all times. Such access may be conditioned upon the use of Access Technology as implemented by the Board. Emergency Vehicles providing service for police, public safety and related purposes shall be permitted access at all times. Vehicles owned by governmental and other public utility providers shall be permitted access as set forth in the Post Orders. Property Owners, Renters and Registered Renters may permit their House Guests, Daily Guests, vendors and other parties to gain access as described in Section 6 below.

SECTION 6. RESTRICTED ACCESS. Parties who are not described in Section 5 above (the “Restricted Parties”) shall be permitted access to the District Lands and District Roads in the manner and subject to the limitations provided for by the Board of Supervisors from time to time and as set forth in the Post Orders. Such Access shall be limited and conditioned as may be established by the Board of Supervisors as further defined in the Post Orders of the Access Technology. The Board of Supervisors shall have the right to establish and operate a system of identification whereby parties desiring access are required to provide adequate identification as a condition of access. The Post Orders shall further govern access by these parties, including access by golf course patrons, real estate brokers, home service vendors, construction workers, House Guests, Daily Guests and other who have a legitimate purpose entering the District Lands.

SECTION 7. RESIDENT ACCESS DESIGNATION. The District shall establish systems, through the use of the Access Technology, whereby Property Owners, Renters and Registered Renters may designate to the Security Officers those persons who are to be granted temporary or recurring access for purposes of obtaining access to the homes of those Property Owners, Renters or Registered Renters for visitation, providing of services or other reasons within their discretion. The procedures for such access shall be set forth in the Post Orders. Property Owners, Renters and Registered Renters shall utilize the Access Technology as established in order to provide for the orderly and efficient operation of the Guardhouses and Gates.

PART 3 ENFORCEMENT

SECTION 1. VIOLATIONS. It shall be a violation of this Rule for:

1.1 A Restricted Party to gain access to the District Land and District Roads without complying with this Rule, the Post Orders or other terms and restrictions implemented by the District; or

1.2 A Property Owner, Renter or Registered Renter to utilize the Access Technology to grant access to Restricted Parties under false or fraudulent pretenses or for purposes of allowing

such persons access to portions of the District Lands other than the residence of that Property Owner or Registered Renter or the Amenity Facilities if such Property Owner or Registered Renter is meeting such person there.

SECTION 2. PENALTIES.

2.1 Restricted Party. A Restricted Party who gains access to the District Lands or District Roads in violation of this Rule are subject to removal from the District Lands by the Flagler County Sheriff Office through the use of the Trespass provisions of the Florida Statutes. The Board of Supervisors may, from time to time, by resolution imposes other restrictions, penalties or procedures to deal with violations of this Rule by Restricted Parties.

2.2 Property Owner, Renter or Registered Renter. If the Board finds that Property Owner, Renter or Registered Renter has made a false statement for purposes of circumventing this Rule or is misusing the Access Technology for purpose of circumventing this Rule, the Board may impose reasonable restrictions on that person, including but not limited to the person being restricted from using the Access Technology for a period of time to preapprove visitors.

2.3 Enforcement. The District shall initially enforce the terms of this Rule by conducting a hearing at a meeting of the Board of Supervisors. Such hearing shall be conducted in accordance with Section 1.6 of the District's Rules of Procedure (Proceedings Regarding Decisions Determining Substantial Interests). The Board of Supervisors may also, as needed, enforce the terms of this Rule by an action in the Circuit Court for Flagler County, Florida. In any such action, the District shall be entitled to recover its court costs and reasonable attorneys' fees if it prevails.

EXHIBIT 23

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES PERTAINING TO GATE ACCESS AND PUBLIC ROAD ACCESS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Grand Haven Community Development District (“District”) is a local unit of special purpose government established and existing pursuant to the Uniform Community Development District Act of 1980, Ch. 190, Fla. Stat., and Ordinance No. 97-03, adopted by the Flagler County Board of County Commissioners on March 24, 1997;

WHEREAS, the District owns and operates certain common area property within the boundaries of the District, which property includes the District’s roadway system, including security, guardhouses, fences and gates, and electronic intrusion-detection systems (“Access Systems”);

WHEREAS, the District was expressly authorized by Ordinance No. 97-03 to exercise the special powers described in Fla. Stat. §190.012(2)(d) to operate and maintain the Access Systems;

WHEREAS, the District desires to provide for efficient and effective operations of its Access Systems;

WHEREAS, in accordance with Chapters 120 and 190, Fla. Stat., the District is authorized to adopt rules, rates, charges and fees to govern the administration of the District and defray costs of operation, and to adopt resolutions as may be necessary for the conduct of District business;

WHEREAS, the Board finds that the adoption of rules pertaining to gate access and public road access are is necessary to the efficient and effective operation of the Access System, and is in the best interests of the District and its residents; and

WHEREAS, the Board on this date conducted a public hearing as required to consider the proposed rules pertaining to gate access and public road access and has otherwise complied with applicable Florida law concerning rule development and adoption of the User Fees.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The recitals stated above are true and correct and are incorporated herein by this reference.
2. The District hereby adopts CHAPTER VII GATE ACCESS AND PUBLIC ROAD ACCESS, attached hereto as Attachment A, as part of the **RULES OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT**

3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

4. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED this 1st day of December, 2022.

Secretary/Assistant Secretary

Chair/Vice Chair

ATTACHMENT A
RULES OF THE
GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT

CHAPTER VII

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PART 3 ENFORCEMENT

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1.1 A Restricted Party to gain access to the District Land and District Roads without complying with this Rule, the Post Orders or other terms and restrictions implemented by the District; or

1.2 A Property Owner, Renter or Registered Renter to utilize the Access Technology to grant access to Restricted Parties under false or fraudulent pretenses or for purposes of allowing

such persons access to portions of the District Lands other than the residence of that Property Owner or Registered Renter or the Amenity Facilities if such Property Owner or Registered Renter is meeting such person there.

SECTION 2. PENALTIES.

2.1 Restricted Party. A Restricted Party who gains access to the District Lands or District Roads in violation of this Rule are subject to removal from the District Lands by the Flagler County Sheriff Office through the use of the Trespass provisions of the Florida Statutes. The Board of Supervisors may, from time to time, by resolution imposes other restrictions, penalties or procedures to deal with violations of this Rule by Restricted Parties.

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2.3 Enforcement. The District shall initially enforce the terms of this Rule by conducting a hearing at a meeting of the Board of Supervisors. Such hearing shall be conducted in accordance with Section 1.6 of the District's Rules of Procedure (Proceedings Regarding Decisions Determining Substantial Interests). The Board of Supervisors may also, as needed, enforce the terms of this Rule by an action in the Circuit Court for Flagler County, Florida. In any such action, the District shall be entitled to recover its court costs and reasonable attorneys' fees if it prevails.