



Advanced Meeting Package

Workshop Meeting

*Thursday
January 4, 2024
9:00 a.m.*

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

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

Grand Haven Community Development District

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

Board of Supervisors
Grand Haven Community Development District

Dear Board Members:

The Workshop Meeting of the Board of Supervisors of the Grand Haven Community Development District is scheduled for **Thursday, January 4, 2024, at 9:00 a.m.** at the **Grand Haven Room**, at the **Grand Haven Village Center**, located at **2001 Waterside Parkway, Palm Coast, Florida 32137**.

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

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

Sincerely,

David McInnes

David McInnes
District Manager



Community Development District

Meeting Date: Thursday, January 4, 2024 Ways to Follow Zoom – Listen
Meeting: Only
Time: 9:00 AM Call-in Number: +1 (929) 205-6099
Location: Grand Haven Room, at the Meeting ID: 705 571 4830#
Grand Haven Village
Center, located at 2001
Waterside Parkway, Palm
Coast, Florida 32137

Agenda

- I. Call to Order/ Roll Call**
- II. Pledge of Allegiance**
- III. Audience Comments** – *(limited up to 3 minutes per individual for agenda items)*
- IV. Presentation of Proof of Publication(s)** [Exhibit 1](#)
- V. Discussion Topics**
 - A. Escalante/Golf Course Issues – 30mins. Allotted
 - B. Topic Priorities for FY 2024 Workshops – 30mins. Allotted [Exhibit 2](#)
 - C. Fencing Cost Update – Barry Kloptosky – 10mins. Allotted
 - D. Communications – Dr. Merrill – 10mins. Allotted
 - E. County Commission Meetings Regarding Hogs – Supervisor Crouch – 10mins. Allotted
 - F. Line of Credit – Chair Foley – 10mins. Allotted
 - G. Initial Draft of FY 2025 Budget – 10mins. Allotted
 - 1. Two Page Overview [Exhibit 3](#)
 - 2. O&M Expenses [Exhibit 4](#)
 - 3. Capital Projects [Exhibit 5](#)
 - H. Proposed Changes – Rules, Policies and Fees for All Amenity Facilities – 10mins. Allotted
- VI. Audience Comments** – *(limited up to 3 minutes per individual for non-agenda items)*

VII. Next Meeting Quorum Check: January 18, 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 Debitetto	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Nancy Crouch	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

VIII. Action Items Review

IX. Adjournment

EXHIBIT 1

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

Notice is hereby given that a workshop meeting of the Board of Supervisors of the Grand Haven Community Development District (the “**District**”) will be held on Thursday, January 4, 2024, at 9:00 a.m. at the Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137. The purpose of the meeting is to discuss matters brought to the board.

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

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

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

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

Grand Haven Community Development District

David McInnes, District Manager
(321) 263-0132, Ext. 193

December 21, 2023

23-00322F

EXHIBIT 2

Proposed Issues for Discussion and Decision

12/27/2023

Topic	Follow Up	Discussion	Comments
Hogs	Nancy Letter to County Comm Can we get on County Agenda Barry to estimate very rough costs of fence	Jan Mtg Jan Mtg Jan Mtg	This will be an ongoing monthly topic
Bank Relationship	Kevin to update	Jan Mtg	Will need more updates monthly
Café Renovation	Barry/Architect Presentation Expand? Closure Time? Vesta Participation	Jan WS Jan WS Feb WS	This will be an ongoing monthly update
Ponds and Banks	Louise to present	Jan WS	Probably will be an ongoing monthly update
Oak Tree Mgmt	Louise to present	Feb WS	Probably will be an ongoing monthly update
Amenity Mgmt	Barry to est. cost of bringing inside Café mgmt?	March WS	RFP will be this summer
Amenity Expansion	Each supervisor to send DM thoughts by end of Feb	March WS	
Gate Access Tech.	Vanessa to propose	April	
Final LTP	Kevin and David to present	May	Dependent on Amenity Expansion and Gate Tech.
Parking	Barry/John to present solutions	June	

	A	B	C	D	E	F	G	H	I	J
53										
54										
55										
56	Golf Club Shed on CDD property	Polizzi: #9		Scott to offer alternatives to the board						Feb. 24
57										
58										
59	Gate Access Tech			Get 3/4 bids with alternatives					Vanessa to lead. What is the ball park	Feb. 24
60				Choose one and install 2025					cost?	
61										
62										
63	Website	Polizzi: #4		Dr. Merrill leading						Dec. 23
64				Up and running by end of year?						
65				Should we have scheduled periodic reviews?						

EXHIBIT 3

Date & Time 9/29/2023 17:15

Year	2023 ACTUAL	2024 ADOPTED	2025 PROJECTED	2026 PROJECTED	2027 PROJECTED	2028 PROJECTED	2029 PROJECTED	2030 PROJECTED	2031 PROJECTED	2032 PROJECTED	2033 PROJECTED	TOTAL
O&M												
Field Ops	1202	1220	1258	1318	1411	1509	1615	1728	1849	1978	2117	17205
Amenity Ops	851	837	923	958	1026	1097	1174	1256	1344	1438	1539	12443
Staff	803	970	1029	1095	1165	1240	1321	1407	1500	1598	1704	13832
Admin	294	273	295	309	329	356	374	398	430	453	483	3994
Utilities	318	333	356	382	408	436	467	500	536	572	612	4920
Security	253	323	346	370	396	424	453	485	519	555	594	4718
Insurance	110	131	140	150	165	182	200	220	242	265	292	2097
IT	90	96	103	110	118	126	135	144	154	165	177	1418
Total	3921	4183	4450	4692	5018	5370	5739	6138	6574	7024	7518	60627
YOY % Change		10.22%	6.38%	5.44%	6.95%	7.01%	6.87%	6.95%	7.10%	6.85%	7.03%	
O&M Assessment	n/a	2238	2406	2586	2780	2989	3213	3454	3713	3992	4291	
YOY % Change		7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	
Capital												
Roads--Specific Projects	150	30	232	267	291	272	261	269	374	314	352	2812
Roads (Annually)		0	32	34	35	37	39	41	43	45	48	354
Concrete--Curb and Gutter (Annually)	150	151	158	166	174	183	192	202	212	223	234	2045
Concrete-Sidewalk Repair (Annually)	0	51	53	56	59	61	65	68	71	75	78	637
Lake Aerator Annual)	0	38	39	40	41	43	44	45	47	48	49	434
Café	0	358	377	0	8	0	0	11	0	34	59	847
Pools	104	10	77	22	93	113	8	88	62	63	0	640
Landscape	55	56	58	60	61	63	65	67	69	71	73	698
Lightpoles (Annually)	30	31	32	34	36	38	39	41	43	46	48	418
Firewise (Annually)	30	31	52	55	57	60	63	66	70	73	48	605
Pond Bank Erosion (Annually)	0	30	38	39	41	42	43	44	46	47	48	418
Mtnce Equip	0	18	67	0	0	5	114	0	83	9	62	358
Tennis	15	0	45	4	0	5	50	107	0	0	45	271
Mons. & Mailboxes	16	17	73	18	18	19	21	57	21	21	22	303
Piers & Bridges	0	0	0	0	4	0	0	161	60	0	0	225
Fitness Centers	0	0	0	53	40	42	23	26	35	0	48	267
Croquet	11	0	68	1	0	61	0	0	0	0	30	171
Basketball	0	0	14	0	0	7	0	43	54	57	0	175
Security Camera & DVR	0	0	11	12	13	13	14	15	15	16	17	126
Furniture, Fixtures and Equipment	0	0	73	36	47	0	0	37	76	83	5	357
Flooring		0	56	6				0	72	74	680	888
Roof	0	30	0	0	0	0	0	103	0	12	0	145
Bocce	0	0	0	15	0	0	0	0	0	0	0	15
Painting	0	0	0	22	39	0	0	14	0	0	2	77
Irrigation Pump	0	0	0	57							0	57
Parking Lot Expansion	0	0	0	23	0	0	0	0	0	0	0	23
Playground and Parks	0	0	0	1	0	51	0	17	0	120	0	189

Lighting	0	0	0	0	0	37	0	0	0	0	123	160
Pickelball	0	0	0	5	0	0	5	0	0	0		10
A/C Units & Water Heater	0	0	0	0	5	57	0	5	82	0		149
Other	241	17	45	28	28	25	28	51	49	120	25	657
Total	802	868	1600	1054	1090	1234	1074	1578	1584	1551	2096	14531
Assessment	n/a	491	528	568	610	656	705	758	815	876	942	
YOY % Change		7.4%	7.5%	7.6%	7.4%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	

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

Fund Balance	Unassigned	O&M	764	703	546	440	343	258	201	166	153	178	235
	YOY Change			-61	-157	-106	-97	-85	-57	-35	-13	25	57
	Disaster at 3.5%		750	776	803	832	861	891	922	954	988	1022	1058
	WC at 2.5 months		946	871	927	983	1052	1126	1203	1287	1378	1473	1576
		SRF	1619	1616	973	937	942	886	1078	860	740	751	317
	YOY Change			-3	-643	-36	5	-56	192	-218	-120	11	-434
		Total FB (O&M + SRF)	4079	3966	3249	3192	3198	3161	3404	3267	3259	3424	3186
	Fund Balance not to drop below \$500 K		2383	2319	1519	1377	1285	1144	1279	1026	893	929	552

EXHIBIT 4

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
REVENUES						
Assessments Levied (net of allowable discounts):						
Assessment Levy - General Fund	\$ 3,595,685	\$ 3,738,054	\$ 4,019,578		\$ 4,321,316	7.51%
Assessment Levy - Infrastructure Reinvestment	\$ -	\$ -	\$ -		\$ -	
Assessment Levy - Escalante Fund (Statement 2)	\$ 8,281	\$ -	\$ -		\$ -	
On Roll Excess Fees	\$ 11,359	\$ 23,081	\$ -		\$ -	
Additional Revenues:						
Fund Balance Forward		\$ -	\$ 108,535		\$ 74,207	-31.63%
Reuse water	\$ 84,047	\$ 20,271	\$ 23,000		\$ 23,000	0.00%
Gate & amenity guest	\$ 17,548	\$ 11,167	\$ 9,000		\$ 9,000	0.00%
Tennis	\$ 340	\$ 1,275	\$ 500		\$ 500	0.00%
Room rentals & Rec. Center Use Fee	\$ 3,443	\$ 11,750	\$ 2,000		\$ 2,000	0.00%
Interest - investments	\$ 15,126	\$ 32,422	\$ 20,000		\$ 20,000	0.00%
Miscellaneous		\$ 1,625				
Amenity activity share			\$ -		\$ -	
Insurance proceeds			\$ -		\$ -	
Grant			\$ -		\$ -	
Settlements			\$ -		\$ -	
State reimbursement - Hurricane			\$ -		\$ -	
TOTAL REVENUES	\$ 3,735,829	\$ 3,839,645	\$ 4,182,613		\$ 4,450,023	6.39%

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
EXPENDITURES						
ADMINISTRATIVE						

Supervisors - regular meetings	\$ 12,000	\$ 8,800	\$ 12,000	\$ 12,000	0.00%
Supervisor - workshops	\$ 9,800	\$ 7,600	\$ 9,000	\$ 9,000	0.00%
District Management Services					
District management	\$ 42,919	\$ 42,924	\$ 41,508	\$ 44,413	7.00%
Administrative	\$ 9,533	\$ 10,712	\$ 11,033	\$ 11,806	7.00%
Accounting	\$ 19,685	\$ 22,119	\$ 22,783	\$ 24,378	7.00%
Assessment roll preparation	\$ 8,663	\$ 9,734	\$ 10,026	\$ 10,727	7.00%
Disclosure report	\$ -	\$ -	\$ -	\$ -	
Arbitrage rebate calculation	\$ -	\$ -	\$ -	\$ -	
Office supplies	\$ 4,139	\$ -	\$ 1,103	\$ 1,180	7.00%
Postage	\$ 1,644	\$ 5,909	\$ 3,308	\$ 3,539	7.00%
Trustee	\$ -	\$ -	\$ -	\$ -	
Audit	\$ -	\$ 6,800	\$ 4,950	\$ 5,297	7.00%
Legal - general counsel	\$ 98,645	\$ 118,423	\$ 106,605	\$ 114,067	7.00%
Engineering	\$ 47,642	\$ 39,879	\$ 40,000	\$ 42,800	7.00%
Engineering: Stormwater Analysis Report (added per Workshop directive on 3/3/2022)	\$ -	\$ -	\$ -	\$ 5,000	
Legal advertising	\$ 4,877	\$ 2,681	\$ 5,733	\$ 6,134	7.00%
Bank fees	\$ 1,485	\$ 1,515	\$ 1,654	\$ 1,770	7.00%
Dues & licenses	\$ 175	\$ 175	\$ 193	\$ 206	7.00%
Property taxes	\$ 2,087	\$ 2,563	\$ 2,646	\$ 2,831	7.00%
Tax collector	\$ -	\$ -	\$ -	\$ -	
Contingencies & Administrative-Other	\$ 946	\$ 3,329	\$ -	\$ -	
TOTAL ADMINISTRATIVE	\$ 264,240	\$ 283,163	\$ 272,540	\$ 295,148	8.30%

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
INFORMATION AND TECHNOLOGY						
IT support	\$ 38,493	\$ 33,542	\$ 30,244		\$ 32,361	7.00%
Village Center and Creekside telephone & fax	\$ 6,892	\$ 6,860	\$ 7,423		\$ 7,943	7.00%
Cable/internet-village center/creekside	\$ 12,986	\$ 16,110	\$ 13,500		\$ 14,445	7.00%
Wi-Fi for gates	\$ 1,528	\$ -	\$ 5,396		\$ 5,773	7.00%

Landlines/hot spots for gates and cameras	\$ 6,908	\$ 27,697	\$ 29,106		\$ 31,143	7.00%
Cell phones	\$ 7,815	\$ 5,885	\$ 8,028		\$ 8,590	7.00%
Website hosting & development	\$ 1,965	\$ 2,079	\$ 1,670		\$ 1,787	7.00%
ADA website compliance	\$ 210	\$ 220	\$ 232		\$ 248	7.00%
Communications: e-blast	\$ 419	\$ 336	\$ 551		\$ 590	7.00%
TOTAL INFORMATION AND TECHNOLOGY	\$ 77,216	\$ 92,729	\$ 96,150		\$ 102,881	7.00%

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
INSURANCE						
Insurance: general liability & public officials	\$ 11,935	\$ 110,628	\$ 131,034		\$ 140,206	7.00%
Insurance: property	\$ 76,613	\$ -	\$ -		\$ -	
Insurance: auto general liability	\$ 3,153	\$ -	\$ -		\$ -	
Flood insurance	\$ -	\$ -	\$ -		\$ -	
TOTAL INSURANCE	\$ 91,701	\$ 110,628	\$ 131,034		\$ 140,206	7.00%

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
UTILITIES						
Electric						
Electric services - #12316, 85596, 65378	\$ 16,834	\$ 8,126	\$ 6,399		\$ 6,847	7.00%
Electric- Village Center - #18308	\$ 23,183	\$ 37,925	\$ 38,761		\$ 41,474	7.00%
Electric - Creekside - #87064, 70333	\$ 23,780	\$ 27,204	\$ 26,456		\$ 28,308	7.00%
Street lights	\$ 23,410	\$ 27,552	\$ 24,610		\$ 26,333	7.00%
Propane - spas/café	\$ 36,020	\$ 30,473	\$ 44,762		\$ 47,895	7.00%
Garbage - amenity facilities	\$ 10,971	\$ 14,188	\$ 16,758		\$ 17,931	7.00%
Water/sewer						
Water services	\$ 130,819	\$ 144,518	\$ 135,000		\$ 144,450	7.00%
Water - Village Center - #324043-44997	\$ 11,882	\$ 19,796	\$ 14,884		\$ 15,926	7.00%
Water - Creekside - #324043-45080	\$ 6,693	\$ 8,434	\$ 8,048		\$ 8,612	7.00%
Pump house shared facility	\$ 4,362	\$ 1,996	\$ 17,089		\$ 18,285	7.00%

TOTAL UTILITIES	\$ 287,954	\$ 320,212	\$ 332,765	\$ 356,059	7.00%
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	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
FIELD OPERATIONS						
Stormwater system						
Aquatic contract	\$ 55,832	\$ 54,093	\$ 60,000		\$ 64,200	7.00%
Aquatic contract: lake watch	\$ 4,388	\$ 4,628	\$ 5,000		\$ 5,350	7.00%
Aquatic contract: aeration maintenance	\$ 1,617	\$ 1,289	\$ 4,410		\$ 4,719	7.00%
Lake bank spraying	\$ -	\$ -	\$ 6,756		\$ 7,229	7.00%
Stormwater system repairs & maintenance	\$ 2,760	\$ -	\$ 16,538		\$ 17,695	7.00%
Property maintenance						
Horticultural consultant	\$ 9,600	\$ 9,600	\$ 10,584		\$ 11,325	7.00%
Landscape enhancement	\$ -	\$ -	\$ -		\$ -	
Landscape repairs & replacement	\$ 28,754	\$ 42,858	\$ 22,050		\$ 23,594	7.00%
Landscape maintenance contract services	\$ 585,814	\$ 638,537	\$ 696,000		\$ 697,155	0.17%
Landscape maintenance: croquet	\$ 49,611	\$ 54,128	\$ 61,196		\$ 65,480	7.00%
Tree maintenance (Oak tree pruning)	\$ 36,800	\$ 44,800	\$ 39,690		\$ 42,468	7.00%
Optional flower rotation	\$ 23,127	\$ -	\$ 25,000		\$ 26,750	7.00%
Irrigation repairs & replacement	\$ 16,797	\$ 33,749	\$ 42,000		\$ 44,940	7.00%
Roads & bridges repairs	\$ 14,077	\$ 8,351	\$ 16,538		\$ 17,695	7.00%
Sidewalk repairs & replacement	\$ -	\$ 1,063	\$ -		\$ -	
Street light maintenance (including but not limited to Photocell, globe, and bulb replacement)	\$ 2,507	\$ 9,172	\$ 5,000		\$ 5,350	7.00%
Vehicle repairs & maintenance	\$ 9,129	\$ 15,505	\$ 10,000		\$ 10,700	7.00%
Office supplies: field operations	\$ 12,087	\$ 14,240	\$ 15,435		\$ 16,515	7.00%
Holiday lights	\$ 3,568	\$ 6,911	\$ 9,923		\$ 10,617	7.00%
CERT operations	\$ 333	\$ 496	\$ 500		\$ 500	0.00%
Community maintenance	\$ 79,992	\$ 93,560	\$ 145,000		\$ 155,150	7.00%
Storm clean-up/Hurricane Clean up	\$ 447	\$ 158,810	\$ 28,665		\$ 30,672	7.00%
Miscellaneous contingency	\$ 4,963	\$ 108	\$ -		\$ -	

TOTAL FIELD OPERATIONS	\$ 942,203	\$ 1,191,898	\$ 1,220,284		\$ 1,258,103	3.10%
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	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
STAFF SUPPORT						
Payroll	\$ 511,895	\$ 604,676	\$ 700,000		\$ 749,000	7.00%
Merit pay/bonus	\$ 6,029	\$ 24,945	\$ 45,000		\$ 45,000	0.00%
Payroll taxes	\$ 38,851	\$ 49,534	\$ 50,000		\$ 53,500	7.00%
Health insurance	\$ 84,233	\$ 98,413	\$ 128,260		\$ 137,238	7.00%
Insurance: workers' compensation	\$ 12,055	\$ 12,214	\$ 30,000		\$ 30,000	0.00%
Payroll services	\$ 4,982	\$ 4,238	\$ 6,250		\$ 6,250	0.00%
Mileage reimbursement	\$ 5,614	\$ 9,300	\$ 10,000		\$ 8,000	-20.00%
Vehicle Allowance	\$ -	\$ -	\$ -		\$ -	
Additional Staffing	\$ -	\$ -	\$ -		\$ -	
TOTAL STAFF SUPPORT	\$ 663,659	\$ 803,320	\$ 969,510		\$ 1,028,988	6.13%

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
AMENITY OPERATIONS						
Amenity Management & Operations	\$ 588,786	\$ 632,226	\$ 628,887		\$ 700,000	11.31%
A/C maintenance and service	\$ -	\$ 19,984	\$ 4,300		\$ 4,601	7.00%
Fitness equipment service	\$ 1,380	\$ 3,477	\$ 8,269		\$ 8,848	7.00%
Music licensing	\$ 3,555	\$ 4,020	\$ 4,000		\$ 4,280	7.00%
Pool/spa permits	\$ 875	\$ 877	\$ 965		\$ 1,032	7.00%
Pool chemicals	\$ 14,997	\$ 20,139	\$ 25,440		\$ 27,221	7.00%
Pest control	\$ 2,314	\$ 2,489	\$ 4,300		\$ 4,601	7.00%
Amenity maintenance	\$ 196,980	\$ 155,378	\$ 150,000		\$ 160,500	7.00%
Special events	\$ 8,993	\$ 15,503	\$ 11,025		\$ 11,797	7.00%
TOTAL AMENITY	\$ 817,880	\$ 854,093	\$ 837,185		\$ 922,879	10.24%

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	10/1/2023-12/31/23	FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
SECURITY						
Gate access control staffing	\$ 207,419	\$ 207,408	\$ 225,323		\$ 241,096	7.00%
Additional guards	\$ 2,341	\$ -	\$ 8,820		\$ 9,437	7.00%
Guardhouse facility maintenance	\$ 21,269	\$ 13,971	\$ 25,000		\$ 26,750	7.00%
Gate communication devices	\$ 11,784	\$ 9,858	\$ 23,153		\$ 24,773	7.00%
Gate operating supplies	\$ 62,568	\$ 12,339	\$ 35,000		\$ 37,450	7.00%
Fire & security system	\$ 4,841	\$ 6,095	\$ 5,843		\$ 6,252	7.00%
TOTAL SECURITY	\$ 310,222	\$ 249,671	\$ 323,139		\$ 345,759	7.00%

	FY 2022 ACTUAL
OTHER	
Community Information Guide	\$ -
Capital Outlay: Tract K*	\$ -
TOTAL OTHER	\$ -

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED		FY 2025 PROJECTED	PERCENTAGE CHANGE BETWEEN FY 2024 AND FY 2025
TOTAL O&M EXPENDITURES	\$ 3,455,075	\$ 3,905,714	\$ 4,182,607		\$ 4,450,023	6.39%

	FY 2024 ADOPTED		FY 2025 PROJECTED	
TOTAL EXPENDITURES = O&M EXPENSES + FEES + DISCOUNTS	\$ 4,423,782		\$ 4,709,302	

	FY 2022 ACTUAL		FY 2024 ADOPTED		FY 2025 PROJECTED	
PERCENTAGE INCREASE (DECREASE) IN O&M EXPENDITURES OVER PRIOR YEAR (O&M ONLY)	-20.34%		10.21%		6.39%	

Note:

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

	FY 2022 ACTUAL
INFRASTRUCTURE REINVESTMENT (SRF)	
General infrastructure replacement/repair	\$ 992,568
TOTAL INFRASTRUCTURE REINVESTMENT	\$ 992,568

	FY 2022 ACTUAL
TOTAL O&M EXPENDITURES PLUS SRF	\$ 4,447,643

**PERCENTAGE INCREASE (DECREASE) OF
TOTAL O&M EXPENDITURES PLUS SRF
FROM PRIOR YEAR (O&M PLUS SRF)**

FY 2022 ACTUAL
-5.48%

FUND BALANCES

	FY 2022 ACTUAL FROM AUDIT	FY 2023 ACTUAL	FY 2024 ADOPTED	FY 2025 PROJECTED
Beginning Balance	\$ 3,961,268	\$ 2,525,507	\$ 2,459,375	\$ 2,350,836
	\$ 280,754			
Excess (deficiency) of revenues over (under) expenditures		\$ (66,069)	\$ 6	\$ (0)
Adjustments for Rounding Numbers		\$ (63)	\$ (10)	
Transfer In (Out)	\$(1,716,515)		\$ (108,535)	\$ (74,207)
Ending Fund Balance	\$ 2,525,507	\$ 2,459,375	\$ 2,350,836	\$ 2,276,629
Nonspendable:				
Prepaid Items				
Committed:				
Disaster	\$ 750,000	\$ 750,000	\$ 776,250	\$ 803,419
Roads	\$ -			
Future Capital Projects	\$ -			
Assigned:				
3 or 2.5 months working capital	\$ 863,769	\$ 945,505	\$ 871,376	\$ 927,088
Subsequent Year's Expenditures	\$ -			
Unassigned	\$ 911,738	\$ 763,870	\$ 703,210	\$ 546,122
Ending Balance	\$ 2,525,507	\$ 2,459,375	\$ 2,350,836	\$ 2,276,629

EXHIBIT 5

Grand HavenCDD - Capital Reserve Plan

Fiscal Year		2025	
Capital Project Costs			
Location	Item	Asset Description	Total
Annual - Access Control	1	Gate & Gate Operator - Replacement	\$12,763
Annual - Concrete, Curb and Gutter	2	Concrete Curb and Gutter Replacement	\$158,259
Annual - Concrete, Sidewalk Repair	3	Concrete Replacement	\$53,093
Annual - Firewise Projects	4	Firewise Projects	\$52,072
Annual - Road Repairs	5	Road Repairs	\$31,907
Annual - Security Camera System	6	Camera and DVR Replacement	\$11,487
Annual - Site Lighting	7	Light Pole & Fixture - Replacement (estimated 5 poles)	\$32,418
Annual--Pond Bank Reinforcement	468	Pond Bank Erosion Issues	\$38,198
Furniture, Fixtures & Equipment - Creekside Amenity Center	121	Furnishings/Decorating Allowance - Clubhouse ((CAC))	\$23,185
	122	Furniture, Outdoor, Composite Tbl/Chair - (CAC) Croquet	\$10,488
	126	Tiki Bar, Ice Machine - (CAC)	\$6,839
	127	Tiki Bar, Microwave - (CAC)	\$2,094
	130	Tiki Bar, Sink, Hand - (CAC)	\$674
Furniture, Fixtures & Equipment - Miscellaneous Electronics	8	Electronics, Office Technology Allowance - CDD Office	\$19,064
	131	Café, Computer Workstation, Point Of Sale - Cafe Bar (VC)	\$6,956
	132	Electronics, Office, Copy Machine - (VC)	\$3,952
Furniture, Fixtures & Equipment - Village Center	134	Cafe, Cooler, 3 Door Reach-In - Bar (VC)	\$0
Maintenance Equipment	97	Maint, Pressure Washer	\$8,115
	98	Maint, Utility Vehicle - Kawasaki Mule	\$17,389
	99	Maint, Vehicle, 2022 Ford-F150, 2WD (Additional Fleet Vehicle)	\$41,734
Mechanical and Electrical - Creekside Amenity Center	155	Drinking Fountain, Outdoor - Creekside Amenity Center	\$3,202
Misc Building Components - Creekside Amenity Center	101	Door, Metal Overhead - Tiki Bar (CAC)	\$7,935
	102	Finish, Tile Floor - Clubhouse (CAC) Patio	\$56,275
Misc Building Components - Village Center	157	Café, 2nd Part X Renovation Allowance - (VC)	\$376,764
Misc Site Improvements - Basketball Courts	104	Basketball Court Resurfacing, Asphalt Base - (CAC)	\$7,500
	105	Basketball Court Resurfacing, Asphalt Base - Wild Oaks	\$6,000
Misc Site Improvements - Croquet Courts	106	Croquet Court, Regrass Allowance - (CAC)	\$55,885
	161	Shelter Fabric, Recover - Croquet (CAC) Large Shelter	\$6,666
	162	Shelter Fabric, Recover - Croquet (CAC) Small Shelter (x4)	\$5,796
Misc Site Improvements - Irrigation, Landscaping, Lakes, Drainage	240	Lake Aerator (Annual)	\$39,056
Misc Site Improvements - Landscape Enhancements, Reinvestment	32	Landscape Enhancements-Annual Reinvestment	\$57,964
Misc Site Improvements - Monument & Entry Feature Refurbishment	164	Refurbishment Allowance - Monument and Mailbox	\$50,081
	166	Refurbishment Allowance - Monument Main Entry	\$11,593
	167	Refurbishment Allowance - Monument South Entry	\$11,593
Misc Site Improvements - Pool Area - Creekside Amenity Center	113	Pool Finish, Exposed Aggregate & Tile Trim	\$77,435
Misc Site Improvements - Signage	34	Street Signs and Poles, Replacement	\$10,000
Misc Site Improvements - Tennis Facility	35	Tennis Court Resurfacing, Clay - (VC) Courts 1-7	\$45,000
Paving	168	Roadway	\$231,855

Grand HavenCDD - Capital Reserve Plan

Fiscal Year	2025		
Capital Project Costs			
Location	Item	Asset Description	Total
Grand Total			\$1,591,285