



**Community
Development District**

March 17, 2022

**Regular Meeting
Agenda**



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

March 15, 2022

ATTENDEES:

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

Residents may view via Zoom using the information below:

Link:

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

Meeting ID: 7055714830

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

Board of Supervisors
Grand Haven Community Development District

Dear Board Members:

The Board of Supervisors of the Grand Haven Community Development District will hold a Regular Meeting on Thursday, March 17, 2022, at 9:00 a.m., in the Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137.

I. Call to Order/ Roll Call

II. Pledge of Allegiance

III. Audience Comments – *(For non-agenda items-limited up to 3 minutes per individual)*

IV. Staff Reports

- | | |
|---|-----------|
| A. Amenity Manager: Robert Ross/ John Lucansky | Exhibit 1 |
| B. District Engineer: David Sowell | |
| C. Operations Manager: Barry Kloptosky | |
| ➤ Presentation of Capital Project Plan Tracker | Exhibit 2 |
| ➤ Monthly Report | Exhibit 3 |
| D. District Counsel: Scott Clark | Exhibit 4 |
| E. District Manager: Howard “Mac” McGaffney/David McInnes | Exhibit 5 |



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V. Consent Agenda Items

- A. Consideration for Acceptance – The February 2022 Unaudited Financial Report Exhibit 6
- B. Consideration for Approval – The Minutes of the Board of Supervisors Workshop Meeting Held February 10, 2022 Exhibit 7
- C. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held February 24, 2022 Exhibit 8

VI. Business Items

- A. Consideration of Stormwater Needs Analysis Report Proposal Exhibit 9
- B. Consideration & Adoption of **Resolution 2022-06**, 2022 General Election Exhibit 10
- C. Consideration of Bathroom Renovation Alternatives – Tentative
- D. Discussion of Update on Resident Survey Information
- E. Discussion of FY 2022/2023 Proposed O&M Budget Draft Exhibit 11

VII. Supervisors Requests

VIII. Action Item Summary

IX. Upcoming Meeting Agenda Items/ Meeting Matrix

X. Next Meeting Quorum Check: April 7th, 9:00 AM

John Polizzi	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Dr. Merrill Stass-Isern	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Kevin Foley	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Michael Flanagan	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Chip Howden	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

XI. Adjournment

Should you have any questions regarding the agenda, please email me at hmac@vestapropertyservices.com

Sincerely,

Howard McGaffney
 District Manager

EXHIBIT 1



Monthly Amenity Update

Date of report: 3/9/2022

Submitted by Robert Ross/John Lucansky

Supervisors,

Please see the monthly Amenity update. It's been a busy week -Spring break has brought in many guests to the pools and amenities. We are gearing up for the The Haven Family Fund Meet and Greet on Friday the 11th. We also have a private party at the Creekside pool Saturday the 12th which is being fully catered by the Waterside café. Last but not least St. Patrick's Day is next week-one of the most celebrated days in Grand Haven.

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

John

Café and Amenities surveys/questionnaires

1. New café, restroom, and fitness center satisfaction survey questionnaires are available

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

WE WANT YOUR FEEDBACK!



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



Waterside Cafe

Made with PosterMyWall.com

**WE WANT YOUR
FEEDBACK**

**Scan the QR Code on your phone &
answer the 5 questions about the
Village Center Bathhouse**



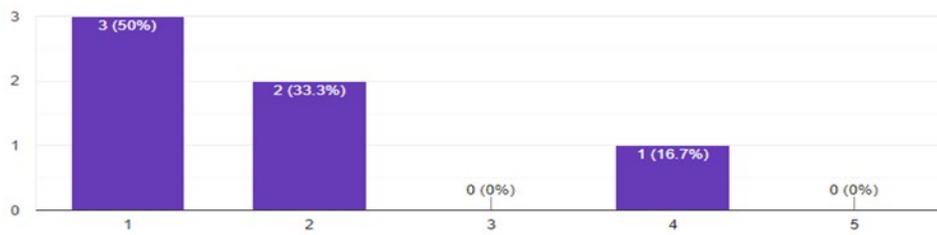
Village Center Ladies Restroom Survey



Recent results from the Café satisfaction survey as of 3-9-2022

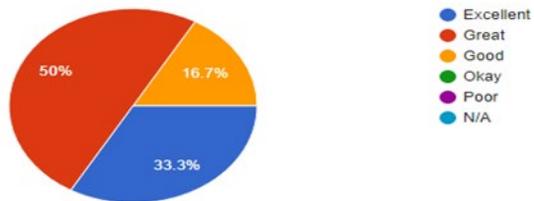
Please rate your overall satisfaction with the café.

6 responses



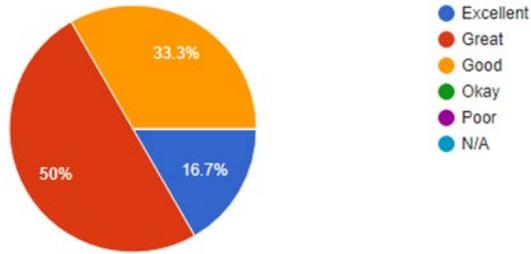
Please rate the quality of the food at the café.

6 responses



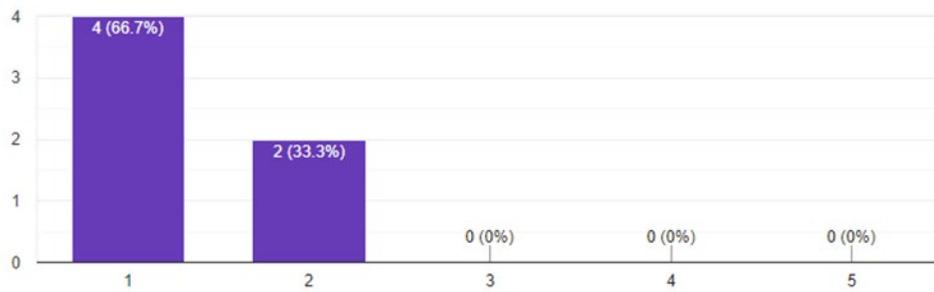
Please rate the quality of the drinks at the café.

6 responses



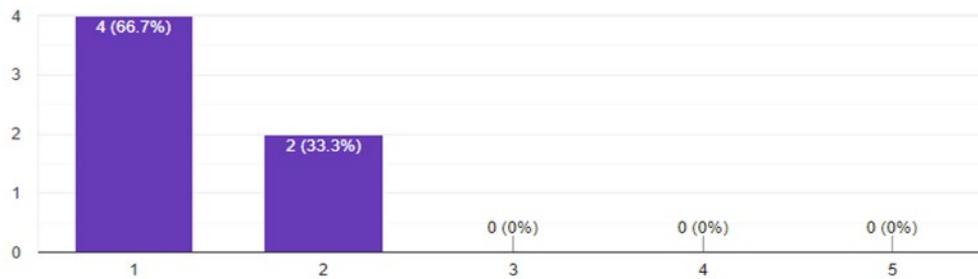
Please rate the service at the café.

6 responses



Please rate the service at the café.

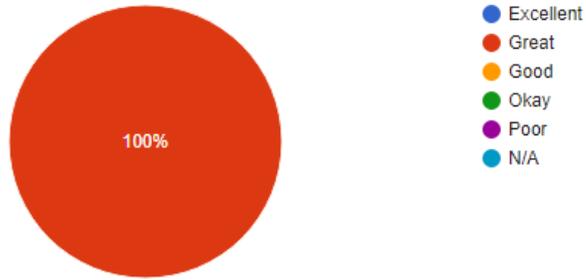
6 responses



Results from the Village Center Ladies Restroom Survey as of 3-9-2022

Please rate the cleanliness of the restroom

1 response



What can we do better?

1 response

Larger lockers would be nice...like the ones that were removed. A private changing room would allow for total privacy.

Would you like us to follow up with you for any additional feedback or comments? If so, please leave your email or phone number.

1 response

No thank you

Café Events

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

Amenity Facility Sign Up Update

Sign up Genius Usage: Reservations made

1. Croquet:
 - a. There 56 time slots available day for sign-ups, 10%-15% are filled through the reservation system-sign up genius
 - b. 28 time slots on ½ court (old one) and 28 on full size (new one). The old court averages 5% sign ups and new full size averages 10%.
 - c. Majority of play is between 10:00am-2:30pm
 - d. This does not include the 2 clinics that are held on the old court. These get 10-20 participants each Tuesday
 - e. Summary-Most players are just showing up to play and not making reservations
 - f. *We have encountered that one person signs up for a timeslot, but they get multiple players for those times. The number differs day to day so to get a more accurate count we have put sign-up sheets at each croquet court-the sheets will be collected at the end of each week and saved to an excel spreadsheet***
 - g. *The new calculated numbers show more residents using the croquet courts. They are averaging from 28-48 players per day, mostly around the 11:30-4:30 time.***

Amenity Facility Checklist Management

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

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

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

Pool Guest passes:

1. Over 250 **guest passes** have been issued by 3/8. All passes are numbered and registered by the resident, with a 2-week term limit.
2. Passes are logged and tracked at each amenity center.

Website Directory:

1. 830 registered residents as of 3/7/2022.
2. Eblast are scheduled to send out every 2 weeks reminding residents of the directory

CDD Revenues: 3/1 through 3/9/2022

1. Tennis Guest/Ball Machine Fees
 - a. Tennis Guest: \$20.00
 - b. Ball Machine: \$0
2. Rental Fees
 - a. Creekside Pool Rental: \$300
 - b. Grand Haven Room Rental: \$0

Programs/Fitness Classes:

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

Here's a list of everything offered to the residents as of 2/16/2022

Ballet	Zumba
Tai Chi	Chess
Table Tennis	Move to Music
Pilates	Mahjong
Hearts	Dominos
Canasta	Rumi Kub
Bridge	Sit and Dance
Book Club	Cards
Bingo	Trivia
Kick line	Ballroom Dancing
Bunco	Aqua Zumba
Ladies Self Defense classes	

EXHIBIT 2

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY2021/2022 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER
3/9/2022**

Line	Type	Description	Location	Budgeted Cost	Approved Cost	Additional Change \$ (+/-)	Invoiced Amount	Tentative Start Date	Comments/Notes
1	E	Concrete Curbing Replacement Plan	Community Wide	100,000	137,952	37,952	56,990		Proposal approved by Board. Waiting for scheduled start date.
2	C	Sidewalk Replacement Plan	Community Wide	50,000	14,596		14,596		List has been created for next round of repairs
3	RES	Paving Project: The Crossings, Village Center South Parking Lot	Village Center	272,000	198,950	(73,050)			Complete pending corrections
4	E	Village Center North-Parking Lot Expansion - 1x cost to construct	Village Center	250,000	-				The Board is currently reevaluating options before proceeding
5	E	Phase 3 Bathroom Renovation	Village Center	150,000	-				The Board is evaluating options prior to proceeding
6	E	Additional Trailer	Maintenance Equipment	5,000	-				Acquiring proposals
7	E	Planned-Pool Heater Replacements (4)	Creekside/Village Center	45,000	25,940	(19,060)	25,940		4 units replaced at Village Center
8	E	Planned-Street Light Replacement (10)	Community Wide	60,000	-				Creating priority list
9	E	High Speed Commercial Copier / Scanner / Printer-Replacement	CDD Office	11,425	1,073		1,073		Printer delivered and installed at Village Center office
10	E	Landscape Projects	Community Wide	100,000	21,675		21,675		In progress
11	C	Firewise Projects	Crossings	30,000	12,300		12,300		In progress
12		Aeration Installation - Pond 37			10,888	10,888			Proposal approved by Board. Waiting for date of installation
13		Pond Bank Reinforcement - Coquina			58,200	58,200			Proposal approved by Board. Waiting for scheduled start date
14			Total Capital Projects for FY 2022	1,073,425	481,573	14,930	132,573		
15									
16			FY2020/2021 Carryover Projects						
17	E	Croquet Court Expansion - Cost for Shade Canopies, etc.		20,000	15,500		15,500		Complete and open for resident use. Canopies on order
18	E	Pickleball Expansion		30,000	35,020	5,020	35,020		Complete and open for resident use. Canopies on order
19	RES	Rubber Tile Flooring - Creekside Fitness Center		8,600	8,600				
20	E	Phase 2 Village Center Bathroom Renovation			2,120	2,120	2,120		4 doors ordered, delivery delayed until March 2022
21	C	Crossings Curb and Gutter Repair			84,547	84,547	84,547		Complete
22	C	Concrete Curbing Repair Allowance - CDD Property							
23			Total Carryover Projects from prior year	58,600	145,787	91,687.12	137,187		
24			GRAND HAVEN Total	1,132,025	627,360	106,617.12	269,760		

Type
C Critical
E Essential
R Request
RES Reserve Study

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

EXHIBIT 3



Operations Manager's Report – March 17th, 2022

○ DISTRICT ENGINEERING SERVICES

- For the past two months, the Grand Haven community has been without engineering services.
- Many projects were put on hold due to this loss of service.
- The District has currently entered into a temporary agreement for engineering services to continue with the projects that were recently put on hold.
- On Tuesday February 22nd, Operations met with the District Engineer to review and continue the following projects:
 - Traffic safety solutions for crosswalks at both the Village Center and the intersection at Creekside and Marlin Drive.
 - A review of the recent paving project has been completed.
 - The North parking lot expansions and pond bank erosion were also reviewed.

○ CURB AND GUTTER REPAIRS

- The recent lists of curb and gutter repairs in the Crossings and the main area of Grand Haven have been completed.
- A proposal for the next round of repairs has been presented and approved by the Board.
- The contract has been executed and we are currently waiting for a scheduled start date from the contractor.

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GRAND HAVEN



COMMUNITY DEVELOPMENT DISTRICT

○ ROAD RESURFACING PROJECT

- Crossings and Village Center South parking lot resurfacing has been completed.
- The line painting for the Village Center South parking lot is in progress.
- The District Engineer completed the final evaluation walkthrough of this project on Tuesday February 22nd, 2022.
- A list of items that need to be corrected have been identified by the engineer and the contractor is currently working on completing these corrections.
- Once the items on the correction list are completed, the District Engineer will issue a final certification of the project.

○ POND BANK EROSION

- Eight locations have currently been evaluated for pond bank repairs.
- A proposal for the next round of repairs has been presented and approved by the Board.
- The contract has been executed and we are currently waiting for a scheduled start date from the contractor.

○ CDD OFFICE NETWORK/SECURITY UPGRADES

- Phase 1 upgrades nearing completion.
- Phase 2 upgrades in progress.

○ CONSTRUCTION OF TWO NEW PICKLEBALL COURTS AT VILLAGE CENTER

- Courts complete and open for resident use.
- Canopies on order. Waiting for scheduled installation date.

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GRAND HAVEN



COMMUNITY DEVELOPMENT DISTRICT

- **CONSTRUCTION OF NEW CROQUET COURTS AT CREEKSIDE**
 - Courts complete and open for resident use.
 - Canopies on order. Waiting for scheduled installation date.

- **PHASE II VILLAGE CENTER BATHROOM RENOVATIONS**
 - Project has been completed with the exception of the 4 interior doors.
 - The doors had to be returned and reordered because they were incorrect.
 - We are currently waiting for a scheduled date for delivery.

- **PHASE III VILLAGE CENTER BATHROOM RENOVATIONS**
 - Proposals for Phase III, which include plumbing, tile, and shower renovations, have been received.
 - Due to rising costs of materials, as well as supply restrictions, there have been numerous cost increases.
 - The Operations Manager is in discussions with the contractors reviewing and modifying the scope of work for Phase III in an effort to help reduce the increased costs.
 - Operations manager has negotiated a cost reduction for Phase III of this project and has presented options to the Board for review and consideration.

- **PLANNED POOL HEATER REPLACEMENT**
 - 4 New AquaCal heating units installed at the Village Center.

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GRAND HAVEN



COMMUNITY DEVELOPMENT DISTRICT

○ FISH KILL IN POND 37

- A fish kill occurred on October 23rd, 2021, in Pond 37 which is located behind Eastlake Drive, Hidden Lake Way, and Southlake Drive.
- The fish restocking has been completed on February 10th, 2022.
- A proposal for the addition of aeration to Pond 37 has been submitted and approved by the Board.
- The contract is being finalized and once fully executed, the contractor will provide an installation date.

○ CREEKSIDE FISHING PIER REPAIRS

- For safety reasons, the Creekside fishing pier has been closed for repairs.
- Materials have been delivered.
- Structural repairs completed by staff.
- Decking material installation completed by staff.
- Posts and railing installation in progress by staff.

○ CAFÉ KITCHEN EXHAUST FAN REPLACEMENT

- The exhaust fan unit mounted on the flat roof above the café kitchen has failed.
- Installation of the new unit is complete.

○ ADDITIONS TO FIELD STAFF

- One of the two recently approved field maintenance staff positions has been filled.
- Management is currently reviewing resumes to fill the second field maintenance position and field maintenance supervisor position.

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- **DAMAGE TO WILD OAKS GATE**

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

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EXHIBIT 4

GRAND HAVEN MEETING ATTORNEY REPORT LIST (3/17/22)

1. Debris Contractor

The Disaster Debris RFP has been published. The responses will be discussed at the April meeting.

2. Engineer RFQ

The RFQ information has been completed after the board's review last month. The publication and review will be scheduled for a future meeting.

3. Election Resolution

The agenda contains a resolution giving instruction and calling for publication of qualifying information for the general election this year. Three seats are up for election.

EXHIBIT 5

GRAND HAVEN MEETING AGENDA MATRIX

February 2022	Workshop 02/10	<ul style="list-style-type: none"> • Long Term Capital Planning: <ul style="list-style-type: none"> ○ LTP Financial Outlook <ul style="list-style-type: none"> ▪ Finalize O&M 10 year ▪ Continue discussion on the LTCP ○ 2023 Budget and Assessment Outlook 	<ul style="list-style-type: none"> • Continue to monetize and project costs for LTCP • Board review all LTCP ideas from the revised sheet with the Operations Managers input, and decide which projects stay and which will be removed.
	Regular Meeting: 02/24	<p>Regular Meeting Agenda Items:</p> <ul style="list-style-type: none"> • Staff Reports • Consent Agenda Items: <ul style="list-style-type: none"> ○ Unaudited Financials as of 1/2022 (will include info from 12/2021 not considered last meeting) new ○ Minutes for 1/6/2022 Workshop new ○ Minutes for 1/20/2022 Regular Meeting new • Business Items: <ul style="list-style-type: none"> ○ Consideration of Curb and Gutter needs new ○ Consideration of Lake Bank Repairs new ○ Approval of RFQ for District Engineer new ○ Resolution for Treasurer new (in file) ○ Continued Discussion of Long Term Capital Planning (moved from 2/10 workshop agenda) ○ Appoint Supervisor to draft Resident Survey Questionnaire in advance of open workshop/townhall (moved from 1/20 Regular Board agenda). 	<ul style="list-style-type: none"> • Continue to monetize and project costs for LTCP • Board review all LTCP ideas from the revised sheet with the Operations Managers input, and decide which projects stay and which will be removed. • District Management recommends that Board appoint Supervisor Polizzi to assist David McInnes (Assistant DM) in drafting a resident survey, with the assistance of John Lucansky, using Survey Monkey. They will report back to the Board during the March Regular Board meeting with recommended dates for an eblast to residents and a realistic date of when results will be ready for Board discussion.

GRAND HAVEN MEETING AGENDA MATRIX

March 2022	<p>Work shop 03/03</p>	<ul style="list-style-type: none"> ● Long Term Capital Planning Continued and select projects for inclusion in FY 2023 proposed budget ● Finalize O&M projections, especially focusing on FY 2023 Proposed Budget ● Discussion of Staffing Issues—carryover from 2/10/2022 workshop ● Presentation regarding gate option ● Discussion on bathrooms ● Discussion on north parking lot expansion 	<ul style="list-style-type: none"> ● Continue to monetize projections and project costs for LTCP by reviewing all LTCP ideas from the revised sheet with the Operations Managers input, and decide which projects stay and which will be removed. ● Conclude monetizing O&M projections
	<p>Regular Meeting: 03/17</p>	<p>Regular Meeting Agenda Items:</p> <ul style="list-style-type: none"> ● Staff Reports ● Consent Agenda Items: <ul style="list-style-type: none"> ○ Meeting Minutes ○ Unaudited Financials ● Business Items: <ul style="list-style-type: none"> ○ Stormwater Needs Analysis Report ○ Bathroom renovation alternative (from 3/3/2022 Workshop)--Tentative ● Discuss draft of FY 2023 Proposed Budget (O&M plus Capital Projects) ● Other <ul style="list-style-type: none"> ○ Update regarding Resident Survey 	<ul style="list-style-type: none"> ● Barry trying to get revised proposals from vendors ● Finalize any outstanding issues with FY 2023 Proposed Budget ● DM to begin work on PowerPoint Presentation for LTCP and 2022/2023 for the Budget (moved from 3/3 Workshop agenda) ● Supervisor Polizzi to provide update

GRAND HAVEN MEETING AGENDA MATRIX

April 2022	Workshop 04/07	<ul style="list-style-type: none"> • <i>Long Term Capital Planning 2024 and beyond Continued</i> • <i>Discuss draft of FY 2023 Proposed Budget (O&M plus Capital Projects)—if needed</i> 	<ul style="list-style-type: none"> • Target the final monetized LTCP revisions. • Address any outstanding issues
	Regular Meeting: 04/21	<p>Regular Meeting Agenda Items:</p> <ul style="list-style-type: none"> • Staff Reports • Consent Agenda Items: • Business Items: <ul style="list-style-type: none"> ○ Approve Proposed FY 2023 Budget ○ Approve FY 2023 Calendar ○ Approval of Disaster RFP (moved from 3/17/2022 Regular Meeting—placed there in error) 	<ul style="list-style-type: none"> • 1st draft of the 2023 Budget for discussion • Consider approving 2023 Budget (can be no later than May19th)

GRAND HAVEN MEETING AGENDA MATRIX

May 2022	<p>Workshop 05/05</p>	<ul style="list-style-type: none"> • Long Term Capital Planning 2024 and beyond Continued • Make any changes to Proposed FY 2023 Budget if not considered during 4/21 Regular Meeting • Discussion <ul style="list-style-type: none"> ○ Communication Needs: Follow-up from 1/20/2022 Regular Board Meeting ○ Meeting/Workshop start time (from 2/24/2022 Regular Board Mtg. Supervisor Requests) • Presentations: <ul style="list-style-type: none"> ○ Celera—Virtual CIO (from 2/24/2022 Regular Board Mtg. Supervisor Requests) 	<ul style="list-style-type: none"> • Target the final monetized LTCP revisions. • Final version of FY 2023 Budget on May 19th unless approved on 4/21 • Barry to confirm their attendance
	<p>Regular Meeting: 05/19</p>	<p>Regular Meeting Agenda Items:</p> <ul style="list-style-type: none"> • Staff Reports • Consent Agenda Items: • Business Items: <ul style="list-style-type: none"> ○ Approved Proposed FY2023 Budget—if not done on 4/21 ○ Approve FY 2023 Calendar—if not done on 4/21 ○ Set a date for a Townhall style Workshop with the Residents from 9A-12 noon (moved from 1/20 Regular Board agenda). 	<ul style="list-style-type: none"> • Consideration of realistic dates for survey to be sent to residents and when results will be ready for discussion. • Tentatively scheduled for 9/1

GRAND HAVEN MEETING AGENDA MATRIX

June 2022	Workshop 06/02	<ul style="list-style-type: none"> • Long Term Capital Planning 2024 and beyond Continued • Discussion: <ul style="list-style-type: none"> ○ Grand Haven security including cellular access to gates (from 3/3/2022 workshop) • Presentations: <ul style="list-style-type: none"> ○ <u>Louise Leister/Chuck Libby: Oak Tree Management (supervisor's questions)</u> (moved from 2/24 meeting) 	<ul style="list-style-type: none"> • Target the final monetized LTCP revisions. • Charge for Chuck Libby is \$300 for 1.5 hours. Anything in excess is \$175 per hour.
	Regular Meeting: 06/16	<p>Regular Meeting Agenda Items:</p> <ul style="list-style-type: none"> ○ Staff Reports ○ Consent Agenda Items: ○ Business Items: ○ RFP for District Engineer ○ Consideration of Amenity Policy Changes 	<ul style="list-style-type: none"> • These could be adopted in August or September at a Public Hearing.

GRAND HAVEN MEETING AGENDA MATRIX

July 2022	<i>Workshop None</i>		
	<i>Regular Meeting: 07/21</i>	<i>Regular Meeting Agenda Items:</i> <ul style="list-style-type: none"> • <i>Staff Reports</i> • <i>Consent Agenda Items:</i> • <i>Business Items:</i> 	

GRAND HAVEN MEETING AGENDA MATRIX

August 2022	Workshop 08/04	<ul style="list-style-type: none"> • Presentations: <ul style="list-style-type: none"> ○ Solitude—Supervisor’s Questions and information on pond bank erosion 	<ul style="list-style-type: none"> • Barry to confirm their attendance • Have Louise Leister and Interim District Engineer join by Zoom
	Regular Meeting: 08/18 Starts at 3 PM	<p>Regular Meeting Agenda Items:</p> <ul style="list-style-type: none"> • Staff Reports • Consent Agenda Items: • Business Items: <p>Budget and Assessment Public Hearing (starts at 5 PM)</p>	

GRAND HAVEN MEETING AGENDA MATRIX

September 2022	Workshop 09/01	Possible Townhall with Residents	<ul style="list-style-type: none"> • Resident survey should be completed by this time allowing for more information to be shared during the Townhall meeting with residents
	Regular Meeting: 09/15	Regular Meeting Agenda Items: <ul style="list-style-type: none"> • Staff Reports • Consent Agenda Items: • Business Items: <ul style="list-style-type: none"> ○ Consideration of Post Order Changes (moved from 1/20 Regular Board agenda) 	

C	Workshop:		
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GRAND HAVEN MEETING AGENDA MATRIX

	<i>Date?</i>	<ul style="list-style-type: none"> • <i>Presentations:</i> 	
	<i>Regular Meeting: Date?</i>	<p><i>Regular Meeting Agenda Items:</i></p> <ul style="list-style-type: none"> • <i>Staff Reports</i> • <i>Consent Agenda Items:</i> • <i>Business Items:</i> 	

BOARD OF SUPERVISOR'S TOP 10 BUSINESS GOALS	NOTES
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GRAND HAVEN MEETING AGENDA MATRIX

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	Assistant Operations Manager-TBD
3. Budget, Debt and Assessments	Completed for FY2022
4. Improve Communications	Townhall date for discussions Long Term Planning to be set in March, 2022
5. 2-5-year Capital Planning	Sidewalks, Crosswalks, Speed Control, Parking, Amenity Expansion, Trees
6. Health, Safety and Security of Grand Haven Residents	A work in progress, Board continues to discuss many related topics
7. External District Resources, Consultants, Intergovernmental Relations	City/County Relations, Enforcement Agencies, Chairman, DM, Ops. Mgr.
8. Stormwater/Pond Management	A work in progress, DE/Operations Manager, scope and proposals
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

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EXHIBIT 6

Grand Haven Community Development District

Financial Statements
(Unaudited)

Period Ending
February 28, 2022

**Grand Haven CDD
Balance Sheet
February 28, 2022**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total</u>
BU OPERATING	\$ 3,093,926	\$ 1,488,612	\$ 4,582,539
BU DEBIT CARD	21,354		21,354
SUNTRUST OPERATING	4,242		4,242
SBA 161601A	6,988		6,988
BU - SRF	-	1,921,328	1,921,328
IBERIA BANK MMA	127		127
ON ROLL ASSESSMENTS RECEIVABLE	128,260	28,175	156,434
ACCOUNTS RECEIVABLE	5,442		5,442
A/R WATER BILLS	968		968
DUE FROM OTHER	-	753,685	753,685
DEPOSITS	110		110
TOTAL ASSETS	<u>\$ 3,261,417</u>	<u>\$ 4,191,800</u>	<u>\$ 7,453,217</u>
<u>LIABILITIES:</u>			
ACCTS PAYABLE	\$ 64,024	\$ 1,800	\$ 65,824
DUE TO OTHER	753,685		753,685
DEFERRED REVENUE	128,260		128,260
DEFERRED REVENUE WATER / INFRASTRUCTURE	75,022	28,175	103,197
<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:	544,921	2,735,279	3,280,200
TOTAL FUND BALANCE	2,240,426	4,161,826	6,402,252
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 3,261,417</u>	<u>\$ 4,191,800</u>	<u>\$ 7,453,217</u>

**Transfers For February
FineMark MMA to BU SRF Fund \$1,921,327.90**

GRAND HAVEN CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2021 through February 28, 2022

	Adopted Budget	Year To Date	Current Month	% of Budget
REVENUES				
ASSESSMENT ON-ROLL (Net)	\$ 3,559,266	\$ 3,431,006	\$ 82,437	96%
REUSE WATER	23,166	5,408	-	23%
GATE & AMENITY GUEST	8,000	4,633	948	58%
TENNIS	500	37	-	7%
ROOM RENTALS	500	1,253	-	251%
INTEREST & MISCELLANEOUS	23,676	5,023	157	21%
ASSESSMENT LEVY - ESCALANTE FUND	8,281	7,984	192	96%
TOTAL REVENUES	3,623,389	3,455,343	83,734	95.36%
EXPENDITURES				
ADMINISTRATIVE				
Supervisors - regular meetings	12,000	5,000	1,000	42%
Supervisor - workshops	9,000	4,000	1,000	44%
District Management Services				
District management	39,125	16,302	3,260	42%
Administrative	10,400	4,333	867	42%
Accounting	21,475	8,948	1,790	42%
Assessment roll preparation	9,450	3,938	788	42%
Disclosure report				
Arbitrage rebate calculation				
Office supplies	1,000	1,251	-	125%
Postage	3,000	-	-	0%
Trustee				
Audit	11,300	-	-	0%
Legal - general counsel	103,000	33,254	12,711	32%
Engineering	30,000	5,504	-	18%
Legal advertising	5,200	1,495	-	29%
Bank fees	1,500	474	71	32%
Dues & licenses	175	175	-	100%
Property taxes	2,400	2,087	-	87%
Tax collector				
Contingencies	500	264	-	53%
TOTAL ADMINISTRATIVE	259,525	87,025	21,486	34%
INFORMATION AND TECHNOLOGY				
IT support	26,670	15,896	2,708	60%
Village Center and Creekside telephone & fax	6,546	2,729	543	42%
Cable/internet-village center/creekside	9,782	4,071	1,274	42%
Wi-Fi for gates	4,894	1,528	-	31%
Landlines/hot spots for gates and cameras	26,400	7,184	210	27%
Cell phones	7,282	3,017	-	41%
Website hosting & development	1,515	758	660	50%
ADA website compliance	210	210	-	100%
Communications: e-blast	500	419	419	84%
TOTAL INFORMATION AND TECHNOLOGY	83,799	35,811	5,813	43%
INSURANCE				
Insurance: general liability & public officials	11,935	11,935	-	100%
Insurance: property	76,435	76,533	-	100%
Insurance: auto general liability	3,153	3,153	-	100%
Flood insurance	3,600	-	-	0%
TOTAL INSURANCE	95,123	91,621	-	96%
UTILITIES				
Electric				
Electric services - #12316, 85596, 65378	5,200	2,142	495	41%
Electric- Village Center - #18308	31,500	12,062	2,873	38%

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GRAND HAVEN CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2021 through February 28, 2022

	Adopted Budget	Year To Date	Current Month	% of Budget
Electric - Creekside - #87064, 70333	21,500	9,311	2,317	43%
Street lights ¹	20,000	8,936	1,962	45%
Propane - spas/café	40,600	21,338	4,597	53%
Garbage - amenity facilities	15,200	3,664	-	24%
Water/sewer				
Water services ²	115,000	45,435	8,494	40%
Water - Village Center - #324043-44997	13,500	4,927	1,238	36%
Water - Creekside - #324043-45080	7,300	2,496	612	34%
Pump house shared facility	15,500	1,953		13%
TOTAL UTILITIES	285,300	112,263	22,586	39%
FIELD OPERATIONS				
Stormwater system				
Aquatic contract	51,438	24,453	8,221	48%
Aquatic contract: lake watch	4,076	1,766	353	43%
Aquatic contract: aeration maintenance	4,000	608	-	15%
Lake bank spraying	6,128			0%
Stormwater system repairs & maintenance	15,000			0%
Property maintenance				
Horticultural consultant	9,600	4,000	800	42%
Landscape enhancement				
Landscape repairs & replacement	20,000	13,690	11,378	68%
Landscape maintenance contract services	585,814	244,089	48,818	42%
Landscape maintenance: croquet	50,800	21,178	4,233	42%
Tree maintenance (Oak tree pruning)	35,000	23,400	954	67%
Optional flower rotation	20,000			0%
Irrigation repairs & replacement	22,000	9,840	240	45%
Roads & bridges repairs	15,000			0%
Sidewalk repairs & replacement				
Street light maintenance	15,000	432	-	3%
Vehicle repairs & maintenance	5,000	2,904	-	58%
Office supplies: field operations	14,000	6,045	-	43%
Holiday lights	9,000	3,568	-	40%
CERT operations	500	114	-	23%
Community maintenance	98,040	51,955	5,372	53%
Storm clean-up	26,000	-		0%
Miscellaneous contingency	4,000	-	-	0%
TOTAL FIELD OPERATIONS	1,010,396	408,042	80,370	40%
STAFF SUPPORT				
Payroll	607,333	221,269	36,870	36%
Merit pay/bonus	25,000	2,138		9%
Payroll taxes	79,257	15,815	3,013	20%
Health insurance	106,000	43,318	7,634	41%
Insurance: workers' compensation	30,000	12,055	-	40%
Payroll services	6,250	2,204	536	35%
Mileage reimbursement	2,750	2,299	399	84%
Vehicle Allowance	14,000	-	-	0%
TOTAL STAFF SUPPORT	870,590	299,096	48,452	34%
AMENITY OPERATIONS				
Amenity Management	592,786	246,994	49,399	42%
A/C maintenance and service	3,900	-	-	0%
Fitness equipment service	7,500	630	175	8%
Music licensing	3,520	3,757	-	107%
Pool/spa permits	875			0%
Pool chemicals	15,500	5,130	-	33%

GRAND HAVEN CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2021 through February 28, 2022

	Adopted Budget	Year To Date	Current Month	% of Budget
Pest control	3,900	760	145	19%
Amenity maintenance	110,000	130,025	29,829	118%
Special events	10,000	1,500	-	15%
TOTAL AMENITY	747,981	388,795	79,548	52%
SECURITY				
Gate access control staffing	204,375	87,036	15,686	43%
Additional guards	8,000	2,341	2,039	29%
Guardhouse facility maintenance	16,000	6,075	2,985	38%
Gate communication devices	21,000	4,921	1,742	23%
Gate operating supplies	16,000	21,128	3,657	132%
Fire & security system	5,300	1,462	222	28%
TOTAL SECURITY	270,675	122,963	26,332	45%
TOTAL EXPENDITURES	3,623,389	1,545,616	284,586	43%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES		1,909,726		
FUNDS TRANSFER EXPENSE		(3,642,439)	(1,921,328)	
FUND BALANCE - BEGINNING		3,973,139		
FUND BALANCE ENDING		2,240,426		
ANALYSIS OF FUND BALANCE				
DISASTER		750,000		
3 MONTHS WORKING CAPITAL		945,505		
UNASSIGNED		544,921		
FUND BALANCE - ENDING		\$ 2,240,426		

GRAND HAVEN CDD
SPECIAL REVENUE FUND - INFRASTRUCTURE REINVESTMENT
Statement of Revenue, Expenses and Changes in Fund Balance
For the period from October 1, 2021 through February 28, 2022

	<u>Adopted Budget</u>	<u>Year To Date</u>	<u>Current Month</u>	<u>% of Budget</u>
REVENUE				
SPECIAL ASSESSMENTS - ON ROLL (NET)	\$ 781,860	\$ 753,685	\$ 18,108.83	96%
DISCOUNT (ASSESSMENTS)	-	-		
INTEREST REVENUE	5,500	-	-	
TOTAL REVENUE	<u>787,360</u>	<u>753,685</u>	<u>18,108.83</u>	<u>96%</u>
EXPENDITURES				
GENERAL INFRASTRUCTURE REPLACEMENT	1,082,025	234,299	1,073	22%
TOTAL EXPENDITURES	<u>1,082,025</u>	<u>234,299</u>	<u>1,073</u>	<u>22%</u>
EXCESS OF REVENUE OVER (UNDER) EXP.	(294,665)	519,387	17,036	
OTHER FINANCING SOURCES (USES)				
BOND PROCEEDS	-	-		
TRANSFER IN (OUT)	1,721,211	3,642,439	1,921,328	
TOTAL OTHER FINANCING SOURCES (USES)	<u>1,721,211</u>	<u>3,642,439</u>	<u>1,921,328</u>	
FUND BALANCE BEGINNING	-	-		
NET CHANGE IN FUND BALANCE	1,426,546	4,161,826		
FUND BALANCE - ENDING	<u>\$ 1,426,546</u>	<u>\$ 4,161,826</u>		
Analysis of Fund Balance				
Committed: Future Capital Improvements		1,069,910		
Assigned: 3 months working capital		356,637		
Unassigned		2,735,279		
FUND BALANCE - ENDING		<u>\$ 4,161,826</u>		

EXHIBIT 7

1 **MINUTES OF MEETING**

2 **GRAND HAVEN**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Workshop Meeting of the Board of Supervisors of the Grand Haven Community Development
5 District was held on Thursday, February 10, 2022 at 9:03 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	Howard McGaffney (<i>via phone</i>)	District Manager, DPFG Management & Consulting
17	David McInnes	District Manager, DPFG Management & Consulting
18	Barry Kloptosky	CDD Operations Manager

19 *The following is a summary of the discussions and actions taken at the February 10, 2022 Grand Haven*
20 *CDD Board of Supervisors Workshop Meeting.*

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

22 The Pledge of Allegiance was not recited.

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

24 A. Discussion of Long-Term Capital Planning

25 Mr. McInnes recalled that the Board had designated Mr. Foley to work with Mr. McGaffney and
26 himself to work on ideas for the Long-Term Capital Plan. Mr. Foley commented positively on Mr.
27 McInnes and Mr. McGaffney’s work on the draft for the capital plan and noted that changes to the
28 draft were to be expected. He mentioned that he would like to increase space within the community
29 and would like to include significant landscaping projects in the long-term plan. Mr. Foley
30 additionally noted that he would like to have a statement or policy from the Board regarding the
31 plan for the oak trees.

32 Mr. Flanagan and Dr. Merrill indicated that they did not receive the draft for the long-term plan.
33 Mr. McGaffney stated that he had sent out the draft via email and that he was not certain as to why
34 the Board did not receive the email. Mr. Polizzi stated that he received a revised version of the draft
35 around 11:16 p.m. the night prior and another document at 1:40 a.m. on Wednesday. Mr.
36 McGaffney expressed frustration regarding short deadlines set by the Board.

37 B. Discussion of Projections of O&M Expenses

38 Mr. Foley reviewed several corrections that were needed for the O&M expenses. Mr. McGaffney
39 explained that the total expenditures did not match due to the numbers being pulled from previous
40 years’ financials. Mr. Foley noted that assessments had not changed significantly.

41 Mr. Flanagan expressed concerns regarding the document being confusing for residents and
42 suggested adding additional clarification. Mr. Foley stated that this could be this could be added to
43 the next version of the draft.

44 Mr. Foley went over consolidated numbers and the bond breakout. He stated that he believed
45 assessments had increased due to items breaking over time and needing repairs. Mr. Polizzi stressed
46 the importance of residents being able to understand the projections.

47 Mr. Flanagan asked if a market projection had been done for contracts after they end. Mr.
48 McGaffney indicated that this wouldn't be possible and stated that the District would continue to
49 bid out the year the contracts were set to expire and attempt to have multiple year contracts.

50 Mr. Foley discussed the importance of having a 10-year projection, noting that 80% of what the
51 District would spend was on O&M expenses. He asked the Board to keep in mind how everything
52 would be paid for and how much of the fund balance would be used. He asked the Board to consider
53 the potentially borrowing money and discussed the pros and cons of this option.

54 Mr. McInnes noted that while the majority of items were expected to increase by 5%, electricity
55 was anticipated to have an 18% increase. Discussion ensued regarding what was considered part of
56 the O&M and what was considered capital. In response to a question from Mr. Flanagan, Mr.
57 McGaffney confirmed that the list of items Mr. Kloptosky came up with had been split between
58 O&M and capital. He noted that items highlighted in yellow would need to be discussed by the
59 Board.

60 Mr. Howden stated that he did not think discussing every line item for the O&M would be
61 productive and suggested discussing staffing first. Mr. Polizzi indicated that he would like for
62 contracts to be discussed as well. In response to a question from Mr. Howden, Mr. McInnes
63 explained that a large number of the District's contracts were set to automatically renew.

64 Mr. McGaffney explained that the landscape contract was expected to increase by 5% in 2023 and
65 noted that the projections would be updated after a new 3-year agreement was in place. He indicated
66 that he could come up with an executive summary to outline and explain key factors in the budget
67 with Mr. McInnes. Discussion ensued regarding what percentage should be used for the landscape
68 contract projection. Mr. Polizzi reminded the Board that this was a projection, not a budget.

69 Mr. Howden indicated that he would like for the Board to send questions on the Meeting Minutes
70 and the financials prior to meetings in order to increase efficiency and for everyone to be better
71 prepared. Mr. McGaffney recommended scheduling a time for each Board member to speak with
72 him individually within the next few weeks.

73 Mr. McGaffney answered questions asked by Mr. Flanagan regarding administrative item
74 expenses. Mr. McGaffney indicated that he would look into the Wrathell Hunt contract to determine
75 the cause of an increase.

76 In response to a question from Dr. Merrill, Mr. McGaffney explained that the tax collector costs
77 were taken out of the total revenue for assessments but stated that this item would most likely be
78 moved to expenditures. Discussion ensued regarding whether this item should be moved. Mr.
79 McGaffney stated that he would like this item to be captured as an expenditure.

80 Mr. Flanagan expressed that he felt the Wi-Fi and cell phone costs seemed too high. He indicated
81 that he would like for a subdivision of Line 55 and for staff to make sure the District was not being
82 overcharged. Mr. Kloptosky assured the Board that they were receiving a good deal on cell phone
83 costs. Mr. Howden recommended listing landlines separately.

84 Mr. Howden stated that he felt the amount budgeted for the website was insufficient. Mr. Polizzi
85 expressed that he agreed but that he thought more information was needed.

86 Mr. Foley inquired about increased insurance costs. Mr. McGaffney explained that the District had
87 previously been underinsured. Mr. Foley asked what the Board could expect in regards to increases
88 for insurance. Mr. McGaffney explained that percentage increases for insurance would be subject

89 to the insurance company but that he would update the numbers after he received them from the
90 insurance company.

91 Mr. Foley commented on significant rate increases on utilities. In response to a question from Mr.
92 Foley, Mr. McInnes confirmed that the rate increase of 18% for FPL would go be in effect for the
93 coming year and would decrease between 5 and 10% thereafter. Mr. McGaffney noted that a
94 discount residents receive for paying their taxes early may increase which would result in a negative
95 impact to the District's budget. Discussion ensued regarding propane and pump house costs.

96 Dr. Merrill asked what percentage of the bill Escalante had paid in the past. Mr. McInnes indicated
97 that he did not know at this time but that he would check and report back. Mr. Polizzi stated he
98 would like to follow-up on the budget at the next Regular Meeting.

99 Mr. Howden brought up tree maintenance and asked Mr. McInnes to remind him when Louise
100 Leister was scheduled to speak with the Board regarding the oak trees. Mr. McInnes recalled that
101 Ms. Leister was scheduled to attend an upcoming meeting in 2 weeks. Mr. Foley stated that he
102 would like to have an individual by the name of Chuck Lippy to attend a meeting. He commented
103 positively on Mr. Lippy's credentials and mentioned that Mr. Lippy had offered to attend a meeting.
104 Mr. Howden indicated that he would be in favor of having Mr. Lippy attending a meeting but that
105 he would like to have Mr. Kloptosky's input first. Mr. Kloptosky commented positively on working
106 with Mr. Lippy. In response to a question from Mr. Howden, Mr. Kloptosky indicated that Ms.
107 Leister and Mr. Lippy could attend a Regular or Workshop Meeting. Mr. Howden stated that he
108 would like to have Ms. Leister and Mr. Lippy attend a Workshop Meeting.

109 Mr. Howden inquired about the increase from \$1,000.00 to \$10,000.00 for office supplies. Mr.
110 McInnes explained that the budget for office supplies was actually \$1,000.00 and that the remainder
111 was meant to be coded for field supplies.

112 In response to a question from Mr. Howden, Mr. Kloptosky clarified that the road, bridge, and
113 sidewalk repairs line-item covered supplies for day-to-day maintenance and did not cover salaries.
114 Mr. Flanagan asked why there was not anything in 2019 or 2020 for this item. Mr. Kloptosky
115 explained this was previously part of another line item but had been separated.

116 Mr. Flanagan expressed confusion regarding costs for Lines 87 and 88, in addition to the number
117 of aquatics contracts. Mr. Kloptosky stated that the contracts were through Solitude and that he
118 would need to look at the contract in order to verify the numbers and to confirm what was included
119 under each contract.

120 Mr. Flanagan asked if the number for stormwater repairs and maintenance should be increased. Mr.
121 Kloptosky indicated that this would be up to the Board's discretion but recommended keeping
122 \$15,000.00 as a placeholder.

123 In response to a question from Mr. Flanagan, Dr. Merrill confirmed that landscape enhancement
124 had been moved to capital. Mr. Kloptosky informed the Board that there was a disease affecting
125 the landscape material. He explained that the affected ligustrum had been removed and replaced to
126 prevent the disease from spreading and relayed that Ms. Leister had requested for money to not be
127 moved from the landscape budget, as this was being used to deal with the disease and other
128 emergencies.

129 Mr. Flanagan asked if Mr. Kloptosky was comfortable with the number for irrigation repairs and
130 replacement. Mr. Kloptosky reminded the Board that the underground irrigation was failing and
131 mentioned that there had been a recent break.

132 Mr. Flanagan requested clarification on Lines 102 and 151. Mr. McInnes explained that everything
133 above Line 143 was the current budget and that Line 151 would be considered an enhancement if
134 the Board would like to do more than standard maintenance. Mr. Howden expressed that he would

135 prefer to combine these lines and add a note about the potential enhancement option. Discussion
136 ensued regarding streetlight maintenance and replacement costs. Mr. Flanagan stated that he would
137 like for Mr. Kloptosky and Mr. McInnes to get together to discuss streetlight maintenance and
138 staffing. Mr. Kloptosky suggested hiring an employee for streetlight maintenance, noting that it
139 would be more cost-effective to have the work done in-house, rather than using a contractor.

140 Mr. Flanagan inquired about vehicle repairs & maintenance costs and asked if the Board should
141 replace a truck. Mr. Kloptosky noted that fuel costs may be included in this line item. Mr. Howden
142 requested that Mr. Foley confirm whether this was the case.

143 Mr. Flanagan asked about the significant decrease projected cost for community maintenance. Mr.
144 Kloptosky explained that there had been costly maintenance items the previous year which would
145 not be considered standard. In response to an additional question from Mr. Flanagan, Mr. Kloptosky
146 confirmed that this line item would be considered a “catch-all.” Mr. Flanagan suggested relabeling
147 this item and requested that Mr. Kloptosky and Mr. McInnes examine this line item further to
148 confirm whether the numbers needed to be modified. Discussion ensued regarding what was
149 included under community maintenance.

150 In response to a comment from Mr. Flanagan, Mr. Howden stated that he believed that the storm
151 cleanup line item covered general storm cleanup, not emergency storm cleanup. He clarified that
152 emergency storm cleanup would come out of the disaster fund. Mr. Flanagan expressed that he
153 would like to have more information on what storm cleanup would entail.

154 Mr. Foley suggested that the Board consider lake bank management, noting that a number of lake
155 banks were not being properly maintained by homeowners. Mr. Howden asked Mr. McInnes to add
156 this to a list of potential workshop items.

157 Mr. Foley asked if the CDD needed to maintain the old croquet court at Creekside. Mr. Howden
158 expressed that he thought half of the croquet court in front of Creekside would likely need to be
159 converted to parking. Mr. Flanagan stated that he would like to receive data from Mr. Lucansky on
160 croquet court usage and to make a decision based off this data. In response to a question from Dr.
161 Merrill, Mr. Foley clarified that the current O&M budget did not account for maintaining the
162 Creekside croquet court. Mr. Kloptosky explained that the croquet players did not want the existing
163 croquet court eliminated or turned into a parking lot. He noted that he had not heard any complaints
164 about needing more parking in the front.

165 Mr. Howden mentioned that he had received comments about there not being enough parking
166 spaces available by the office. He suggested installing a sign or 2 for office visitor parking and
167 requested Mr. McInnes to add this as a discussion item for the meeting at the end of the month.

168 Dr. Merrill expressed that she would like to discuss the possibility of eliminating the old croquet
169 courts at the next meeting. Mr. Howden and Mr. Flanagan disagreed, indicating that they would
170 like to give Mr. Lucansky to acquire more data on croquet court usage. Mr. Polizzi pointed out that
171 the croquet club was actively recruiting new members.

172 Mr. Polizzi requested that Mr. Kloptosky provide the Board with more information on the types of
173 staff positions being added. Mr. Howden stated that he would like to discuss staffing along with
174 the capital plan at the next Regular Meeting.

175 Mr. Flanagan expressed confusion regarding Lines 119 and 120, particularly in regards to boxes
176 that had been left blank. Mr. McInnes indicated that he would check into this and report back.

177 Mr. Foley asked what amenity maintenance entailed and Dr. Merrill inquired about the fluctuation
178 in cost for this item between 2021 and 2022. She indicated that she would like to have more
179 information on what this line item covered.

180 Mr. Flanagan inquired as to why fitness equipment service costs had increased, noting that the
181 equipment had recently been replaced. Mr. McInnes stated that he would look into the reason for
182 the increase.

183 Dr. Merrill asked about the cost difference for additional guards between the current year and the
184 year prior. Mr. Kloptosky stated that he did know why the price had decreased. Mr. McInnes
185 indicated that he would research the reason behind the change for the costs of additional guards, as
186 well as the increase in cost for guardhouse facility maintenance.

187 Mr. Foley stated that he would like to have a discussion in terms of gate access. Dr. Merrill noted
188 that this would be discussed as part of the capital plan. Mr. Howden stated that he would like to
189 add security as a workshop item.

190 Mr. Flanagan asked what the line item for gate operating supplies entailed. Mr. Kloptosky
191 explained that this would cover repairs for the physical gates. He suggested combining Line 138
192 and 140.

193 Mr. Kloptosky reviewed the contingency items he had submitted, noting that he would consider the
194 Wild Oaks gate equipment replacement line item as more of a capital expense.

195 Mr. Flanagan expressed that he would like to look into a wireless setup for the community, rather
196 than using an underground system. He stated that he would like to consolidate the technology items
197 into a singular item. Mr. Flanagan stated that he would acquire proposal for repairs and have the
198 contractor attend a meeting to answer questions from the Board.

199 In response to a question from Mr. Howden, Mr. Kloptosky confirmed that the power washing line
200 item on his list would be considered an enhancement. Mr. Howden stated that he would like to
201 include this item in the staffing discussion, in addition to the other enhancement items.

202 Mr. Kloptosky explained that the pond aeration line item was to install aeration in Pond 37 and
203 mentioned that he would consider this a capital item. Mr. Flanagan indicated that he would like
204 more information regarding maintenance for the aeration units.

205 The Board and staff discussed the stormwater system repairs and maintenance line item. Mr.
206 McInnes clarified that this would be considered an enhancement. Mr. Flanagan stated that he would
207 like to combine the line items relating to stormwater repairs. Mr. Polizzi indicated that he would
208 like to hold off on considering increasing the budget for this line item until the Board was closer to
209 finalizing the budget for FY 2023. The Board agreed to delete Line 153.

210 Mr. Howden reviewed the revised Progress Tracker and explained that curb and gutters, bathrooms,
211 and pond banks repairs were not in the budget. Mr. Kloptosky noted that there were 7 pond banks
212 that were considered unsafe.

213 Mr. Howden pointed out that the District still did not have a signed contract to work with Mr.
214 Sowell at his new firm or permission from St. John's Water Management District for the north
215 parking lot. He stated that he did not feel it was likely that the north parking lot would be completed
216 that fiscal year.

217 Mr. Howden suggested using some of the money budgeted for the parking lot to cover the costs of
218 the unbudgeted items. Mr. Polizzi indicated that he would like to discuss parking by the Village
219 Center. Mr. Flanagan expressed that he felt the parking lot should take priority over remodeling the
220 bathrooms.

221 Mr. Polizzi asked if the pond bank maintenance could be run from the capital budget, rather than
222 the expense budget. Mr. McGaffney confirmed that this could be put in the capital budget.

223 Mr. Foley stated that he would like to finish the bathrooms. Mr. Flanagan disagreed and indicated
224 that he would like to wait for construction prices to decrease. Mr. Howden stated that he would
225 prefer to discuss this matter during a Regular Meeting.

226 In response to a question from Mr. Foley, Mr. Kloptosky explained that pond bank maintenance
227 could be delayed for some ponds but recommended working on pond banks that residents had
228 brought up as safety hazards.

229 Mr. Polizzi asked for the cost to complete the final phase of the bathroom renovations. Mr.
230 Kloptosky stated that the current cost was \$212,000.00 but noted that this cost was subject to
231 change. Mr. Foley suggested replacing the shower enclosures, finishing the walls, installing the
232 door, and leaving the tile as-is. Mr. Kloptosky stated that he would not be in favor of leaving the
233 tile. Mr. Flanagan pointed out that the Board would have to wait until a Regular Meeting to make
234 a decision on this project.

235 Mr. McGaffney suggested using the fund balance and reducing the road resurfacing project to cover
236 the costs of the unbudgeted projects. Mr. Flanagan indicated that he would not be in favor of this
237 option.

238 Mr. Kloptosky informed the Board that curb and gutter work was expected to increase before the
239 end of the fiscal year. Mr. Polizzi expressed that the Board needed to further discuss and reach a
240 decision on the parking lot project and bathroom renovations. Mr. Kloptosky recommended
241 postponing the parking lot project.

242 Mr. Flanagan stated that he would like to have the diagrams Mr. Sowell sent for the parking lot.
243 Mr. Howden requested a copy of the conceptual drawing of the parking lot in front of the bocce
244 ball courts in the Village Center. Mr. McGaffney indicated that both the diagrams and the
245 conceptual drawing would be sent to the Board.

246 **FOURTH ORDER OF BUSINESS – Next Meeting Quorum Check: February 17, 9:00 AM**

- 247 • Quorum Check

248 All Board members, with the exception of Mr. Polizzi, confirmed that they would be physically
249 present for the meeting, which would establish a quorum. Mr. Polizzi stated that he would attend
250 part of the meeting remotely from 9:00 a.m. to 12 p.m. and requested for critical items to be adjusted
251 to this time period. He stated that he would send questions to Mr. McInnes before the meeting. Mr.
252 Howden indicated that he would work with Mr. McInnes on adjusting the agenda.

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

254 Mr. McInnes stated that he would take a snapshot of the action items discussed during the meeting.
255 Mr. Howden added that he would discuss the Board's requests for items to be discussed at
256 upcoming Workshop and Regular Meetings with Mr. McInnes.

257 Mr. Polizzi informed the Board that he had come to the conclusion that a resident group would not
258 be **operationally** feasible upon review of Sunshine Law and discussing the logistics of putting
259 together a resident group with District Counsel. He indicated that third-party resources would need
260 to be used instead, noting that resident input could still be collected via the third-party.

261 **SIXTH ORDER OF BUSINESS – Adjournment**

262 Mr. Howden asked for final questions, comments, or corrections before requesting a motion to
263 adjourn the meeting. Mr. Foley stated that he would like to put out resident communication on the
264 bathrooms. Mr. Howden made a motion to adjourn the meeting.

265 On a MOTION by Mr. Howden, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board
266 adjourned the meeting, at 2:38 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 March 17, 2022.**

272

Signature

Signature

Printed Name

Printed Name

273 **Title:** **Secretary** **Assistant Secretary**

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

EXHIBIT 8

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, February 24, 2022 at 9:05 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 (<i>via phone</i>)	Board Supervisor, Assistant Secretary
14	Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary

15 Also present were:

16	Howard “Mac” McGaffney	District Manager, DPFPG Management & Consulting
17	David McInnes	DPFG Management & Consulting
18	Scott Clark	District Counsel, Clark & Albaugh, LLP
19	David Sowell (<i>via phone</i>)	Interim District Engineer
20	Barry Kloptosky	CDD Operations Manager
21	Vanessa Stepniak	CDD Office Manager
22	Jay King	Vesta Property Services
23	Robert Ross	Amenity Manager, Vesta Property Services
24	John Lucansky	Assistant Amenity Manager, Vesta Property Services
25	Denise Gallo	HOA Director
26	Jan Bearce	Resident

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

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

30 Mr. Howden led all present in reciting the Pledge of Allegiance.

31 **THIRD ORDER OF BUSINESS – Audience Comments – (*limited to 3 minutes per individual*)**

32 Mr. Howden stated that he would like for audience comments only on non-agenda items during
33 this section of the meeting moving forward and requested for comments on agenda items to be
34 made when the items were being discussed.

35 Resident Jan Bearce indicated that she would like for resident concerns brought up during meetings
36 to be included in the Meeting Minutes. She noted that croquet players were required to sign in and
37 asked if tennis and pickleball players were required to sign in as well. Ms. Bearce asked what
38 options were available for resident activities to continue to be held without cancellation and
39 inquired about the status of the Creekside gym. Ms. Bearce additionally requested that the Board
40 conduct a forensic audit, due to what she and other residents considered disproportionate budget
41 line-item funding.

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

43 A. Exhibit 1: Amenity Manager: Robert Ross/ John Lucansky

44 Mr. Howden asked for any questions on Mr. Lucansky's report. Dr. Merrill inquired about the sign-
45 up process Ms. Bearce had discussed. Mr. Lucansky explained that pickleball and tennis use was
46 tracked through the use of SignUpGenius. He clarified that a sign-up sheet was used for croquet,
47 as SignUpGenius did not capture the actual number of participants for croquet. In response to a
48 question from Mr. Polizzi, Mr. Lucansky confirmed that tennis and pickleball were almost always
49 reserved in doubles.

50 B. District Engineer: David Sowell

51 Mr. Sowell provided an update on the paving project, noting that it had been determined to be
52 substantially complete and that a list would be sent out to the contractor the following week to
53 correct minor deficiencies.

54 Mr. Sowell stated that the locations for the 2 additional ADA parking spaces had been determined
55 and noted that the plans would be submitted to the City and St. Johns River Water Management
56 District upon revision for the necessary permits. Mr. Howden inquired about the likelihood of the
57 parking lot improvements being completed before the end of the fiscal year. Mr. Sowell stated that
58 it would be possible for the improvements to be completed by the end of the calendar year but most
59 likely would not be possible to complete by the end of the fiscal year.

60 Mr. Howden asked if the Board would like to have Mr. Sowell proceed with this project or if they
61 would like to workshop the parking lot project. Mr. Foley and Dr. Merrill indicated that they would
62 like to discuss the parking lot project further before proceeding. Mr. Flanagan and Mr. Polizzi
63 disagreed and stated that they would like Mr. Sowell to move forward with the project. Mr. Howden
64 stated that he would like to workshop the parking lot project at the next meeting. Mr. Flanagan
65 reiterated that he strongly disagreed with this decision.

66 Mr. Howden recalled that the Board had previously gave Mr. Sowell and Mr. Kloptosky the
67 approval to move forward with the 2 crosswalk issues without needing to come back for additional
68 approval. Mr. Kloptosky explained that the delay on this project was due to Mr. Kloptosky being
69 unable to discuss the project with Mr. Sowell for 2 months, due to there being no contract in place.

70 Mr. Sowell discussed bank erosion at Pond 13 and Pond 14 and indicated that he had sent a letter
71 to the Board with his recommendation to repair the pond banks. Mr. Howden stated that he would
72 like for the pond banks to be addressed as part of the stormwater management plan. In response to
73 a question from Dr. Merrill, Mr. Sowell confirmed that this would be included under the stormwater
74 needs assessment. Mr. Howden requested that Mr. Sowell work with the District Managers to have
75 the stormwater management plan on the next agenda.

76 C. Operations Manager: Barry Kloptosky

77 ➤ Exhibit 2: Presentation of Capital Project Plan Tracker

78 Mr. Kloptosky asked for any questions on the tracker. Mr. Flanagan inquired about the
79 additional \$73,050.00 for the parking lots paving project. Mr. Howden clarified that this
80 was a reduction in cost, not an additional charge. In response to a question from Mr.
81 Flanagan, Mr. Kloptosky indicated that they should be receiving an invoice for the paving
82 in the near future.

83 Mr. Polizzi requested a status update on the field maintenance worker and field supervisor
84 positions. Mr. Kloptosky stated that resumes were still being looked at for the field
85 maintenance worker position and reminded the Board that a field staff worker had been
86 promoted to a temporary assistant field maintenance supervisor position. He stated that he
87 was in the process of determining whether to promote the temporary assistant supervisor
88 to fill the permanent field supervisor position.

89 ➤ Exhibit 3: Monthly Report

90 In response to a question from Mr. Flanagan, Mr. Kloptosky explained that there was not
91 a specific maintenance plan for pool equipment. Mr. Kloptosky mentioned that the
92 equipment was checked regularly and that suspected problems were dealt with upon being
93 identified. Mr. Flanagan additionally inquired about the virtual CIO. Mr. Kloptosky stated
94 that it would be up to the Board if they would like to bring the virtual CIO in to talk to the
95 Board. Mr. Howden indicated that this would be put on the agenda.

96 Mr. Flanagan suggested that the Board send a list of items they would like to discuss to
97 Mr. McInnes. Mr. McInnes requested to receive this information from the Board within the
98 next 2 weeks.

99 Mr. Foley suggested replacing machinery as it neared the end of its estimated life
100 expectancy, rather than waiting until after it broke. Mr. Kloptosky clarified that this was
101 already being done in most cases.

102 D. Exhibit 4: District Counsel: Scott Clark

103 Mr. Clark discussed the RFQ process for District Engineering services. Mr. Howden requested for
104 Exhibit 10 to be moved up on the agenda for discussion.

105 E. Exhibit 10: Consideration of District Engineer RFQ

106 **This item, originally item B under the Sixth Order of Business, Staff Reports, was presented**
107 **out of order.**

108 Mr. Clark presented the RFQ, noting that he had ranked and weighted the criteria by percentages.
109 Mr. Foley asked if District Management and Mr. Kloptosky had reviewed the RFQ. Mr. Kloptosky
110 confirmed that he had looked at the RFQ and commented positively on Mr. Sowell's work and
111 qualifications.

112 In response to a question from Mr. Flanagan, Mr. Clark clarified that the state did not list
113 qualifications or material for ranking but noted that certain types of services were required to go
114 through this bidding process.

115 The Board agreed that with an Interim District Engineer now in place, the issue of selecting a new
116 District Engineer could be pushed to the June or July Regular Meeting.

117 On a MOTION by Mr. Foley, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved
118 the RFQ for District Engineer, for the Grand Haven Community Development District.

119 Following the motion, Dr. Merrill asked Mr. Clark if anything could be done about dogs at the café
120 that did not appear to be service animals. Mr. Clark explained that they would only be permitted to
121 ask questions and could not require proof of the dog's service animal certification.

122 Mr. Foley asked if the questions amenity employees were permitted to ask regarding service
123 animals were included in the District's rules and policies. Mr. Howden stated that he felt this would
124 be unnecessary. Dr. Merrill and Mr. Flanagan disagreed and indicated that they would like to have
125 these questions included in the District policies. Mr. Clark stated that he would recommend an
126 addition or change in language to the animal policy, if necessary, upon review of the amenity rules.

127 F. Exhibit 5: District Manager: Howard "Mac" McGaffney & David McInnes

128 Mr. McInnes reviewed drafts of the revised Meeting Matrix and Action Item report. Dr. Merrill
129 and Mr. Foley commented positively on both drafts.

130 Mr. McGaffney provided a public apology for his conduct during the last workshop. He recalled
131 that he had addressed Mr. Flanagan in an inappropriate manner and noted that he had spoken to
132 Mr. Flanagan after the meeting. He stated that it was his goal to serve the community and that he
133 hoped the Board would accept his apology.

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

- 135 A. Exhibit 6: Consideration for Acceptance – The January 2022 Unaudited Financial Report
136 B. Exhibit 7: Consideration for Approval – The Minutes of the Board of Supervisors Workshop
137 Meeting Held January 6, 2022

138 Mr. Foley indicated that he would prefer to have less detailed and more straightforward Meeting
139 Minutes going forward. Mr. McGaffney stated that Mr. McInnes would work with the
140 transcriptionist on this request. Mr. Foley additionally requested for a better audio system to be
141 looked into. Mr. McGaffney stated that he would check with the transcriptionist to confirm if this
142 would be necessary.

- 143 C. Exhibit 8: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
144 Held January 20, 2022

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

147 Following the motion, Mr. Howden confirmed that Board members should direct questions
148 regarding the Consent Agenda to District Management prior to meetings via email or phone.

149 Mr. McGaffney discussed the balance sheet and indicated that the District’s accounts had been
150 consolidated. He stated that the balance sheet would be presented at the March meeting.

151 *(The Board recessed the meeting at 11:00 a.m. reconvened at 11:14 a.m.)*

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

- 153 G. Exhibit 9: Consideration & Adopting of **Resolution 2022-05**, Appointing & Removing Officers

154 Mr. McInnes stated that this resolution would replace Patricia Thibault with himself as Secretary
155 and would add Johanna Lee and Howard McGaffney as Treasurer and Vice Treasurer, respectively.
156 Mr. McInnes noted the incorrect spelling of Johanna Lee’s name on the resolution and indicated
157 that this would be corrected.

158 On a MOTION by Mr. Flanagan, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board adopted
159 **Resolution 2022-05**, Appointing & Removing Officers for the Grand Haven Community Development
160 District.

- 161 H. Exhibit 11: Consideration of Curb & Gutter Repair Proposal

162 Mr. Sowell presented his recommendation for repairs. Mr. Howden noted that this would put the
163 District over budget but explained that the repairs were necessary. In response to a question from
164 Mr. Flanagan, Mr. Howden clarified that this proposal was for the current work that needed to be
165 done and was not for the next phase.

166 Mr. Foley requested Ms. Stepniak follow up with Mr. Kloptosky regarding this item to confirm
167 that he was comfortable with this line item in the long-term plan.

168 Mr. Flanagan noted the mention of permits in the proposal and asked if permits were required for
169 the curb and gutter repairs. Mr. Kloptosky indicated that permits were typically not required for
170 curb and gutter repairs and that the mention of permits in the proposal was likely included in all
171 of the contractor’s proposals.

172 On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board approved
173 the Curb & Gutter Repair Proposal, in an amount not to exceed \$90,000.00, for the Grand Haven
174 Community Development District.

175 I. Exhibit 12: Consideration of Vertex Aeration Service Proposal

176 Mr. Polizzi asked if the ponds were being looked at proactively. Mr. Kloptosky confirmed that
177 Solitude inspected the ponds on a weekly basis. Mr. Foley inquired as to whether there was a
178 number in the long-term plan regarding potentially adding aeration to additional ponds. Mr.
179 Kloptosky indicated that he did not believe this was currently part of the long-term plan at this time
180 but recommended that the Board consider adding this. Mr. Foley stated that he would like for this
181 to be addressed in the long-term plan.

182 In response to a question from Mr. Flanagan, Mr. Kloptosky stated that he did not believe that the
183 District would need to do anything additional in order to add aeration to the ponds beyond signing
184 the proposal but indicated that he would look into this to confirm. Mr. Flanagan inquired about
185 Vertex's pesticides licensing and asked if they would be included pesticides. Mr. Kloptosky
186 confirmed that Vertex would not be using pesticides. Mr. Flanagan asked about a fuel transportation
187 surcharge. Mr. Clark clarified that this provision would not be included in the form that would be
188 used. In response to an additional question from Mr. Flanagan, Mr. Kloptosky stated that there
189 would most likely be an electrical service cost.

190 On a MOTION by Dr. Merrill, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved
191 the Vertex Aeration Service Proposal, in the amount of \$10,888.00, for the Grand Haven Community
192 Development District.

193 J. Consideration of Lake Bank Repairs

194 Mr. Howden noted that the Board had received a letter from Mr. Sowell with his recommendation
195 on the repairs based on his safety inspection and that a proposal from Joshua Tree's Landscaping
196 had been received.

197 Mr. Howden asked if a contingency would be required for this item. Mr. Kloptosky indicated that
198 he would recommend a contingency. In response to an additional question from Mr. Howden, Mr.
199 Kloptosky stated that he would recommend a "not to exceed" amount of \$65,000.00.

200 On a MOTION by Mr. Foley, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved
201 the Joshua Tree's Landscaping Lake Bank Repairs Proposal, in an amount not to exceed \$65,000.00, for
202 the Grand Haven Community Development District.

203 K. Exhibit 13: Continued Discussion of Long Term Capital Plan

204 Mr. McGaffney stated that Dr. Merrill had caught an error in the plan in which the pool
205 resurfacing for Creekside had been duplicated and indicated that the duplication would be
206 removed. Mr. McGaffney proceeded to review the long-term plan items that had been highlighted
207 in green.

208 The Board and staff discussed the possibility of combining Project #1 (being for stop signs) and
209 Project #2 (being for traffic devices.) The Board agreed to keep the projects separate and noted
210 that Mr. Kloptosky could rent caution signs, if needed, to advise motorist of recent signage
211 changes on the roads.

212 Mr. Kloptosky explained that the cost of Project #3 (being for sidewalk repairs) was dependent on
213 staffing to be able to work on the project in-house. Mr. Howden stated that he would like to leave
214 the estimated budget for this item at \$50,000.00 for the time being. In response to a question from
215 Mr. McGaffney, Mr. Howden indicated that he would like to increase the estimated budget for
216 Project #4 (being for curb and gutter repairs) to \$150,000.00. The Board agreed to this change.

217 Mr. Kloptosky recommended changing Project #5 (being for road resurfacing) to be more general
218 and not specific to Wild Oaks. Mr. Kloptosky noted that an assessment could be done for the rest
219 of the community to determine roads that most urgently needed resurfacing.

220 Mr. Polizzi discussed whether Project #6 (being for the Wild Oaks parking lot expansion) was
221 necessary. Mr. Flanagan indicated that he would like to make a decision on the dog park for Wild
222 Oaks before making a decision on expanding the parking lot. Mr. Kloptosky pointed out that it
223 may not be possible to expand the parking lot due to strict legal statutes from the American Eagle
224 Society. The Board agreed to delay Project #6 to 2026 and to increase the estimated budget for
225 this item to \$20,000.00.

226 In reference to Project #10 (being for carpet replacement at the Creekside office and athletic
227 center), Mr. Howden indicated that he would like to have a discussion of staffing and office space
228 at Creekside before replacing the carpet. The Board elected to keep this item as it was for now,
229 pending further discussion at the March 3 Workshop Meeting.

230 The Board and staff discussed Project #15 (being for lighting at the new Creekside croquet
231 courts.) In response to a comment from Dr. Merrill, Mr. Kloptosky stated that lighting had been
232 requested by croquet players. He noted that the cost was likely to change. The Board agreed to
233 move this project to 2026.

234 Mr. Howden suggested that the Board consider splitting Project #26 (being for café renovation)
235 into separate years and indicated that he was not certain if it would be possible to complete this
236 project within a single year. Mr. Flanagan requested to have Vesta amenity team's input on this
237 project. Mr. McGaffney recommended that the Board work with an architect for the first step.
238 The Board reached a consensus to budget for an architect in 2024.

239 Mr. Howden noted that Project #33 and #35 (being for pond aeration and pond banks,
240 respectively) should be deleted, as these items were approved earlier for the current year earlier in
241 the meeting. Mr. Howden indicated that Project #25 should be moved to the yellow section of the
242 chart to be further discussed.

243 Dr. Merrill stated that she would like to wait for the community to respond to a survey regarding
244 Project #26 (being for the Wild Oaks dog park.) The Board agreed to delay this project to 2024
245 while maintaining the current dog park.

246 Mr. Polizzi indicated that he needed to leave the meeting. Prior to Mr. Polizzi ending the call, Dr.
247 Merrill made a motion to appoint Mr. Polizzi to work with Mr. McInnes and Mr. Lucansky on the
248 resident survey.

249 On a MOTION by Dr. Merrill, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved
250 the appointment of Mr. Polizzi to work with Mr. McInnes and Mr. Lucansky on the resident survey, for the
251 Grand Haven Community Development District.

252 *(Mr. Polizzi left the meeting at 1:02 p.m.)*

253 Following the motion, the Board discussed Project #39 (being for a survey of District property.)
254 Mr. Howden expressed that he would like for the District to have documented boundaries. The
255 majority of the Board members present agreed to move the project to 2025. Discussion ensued
256 regarding the items the Board would like to discuss at the next meeting. Mr. McInnes explained
257 that the exhibits for the agenda had already been submitted but indicated that he would email a
258 revision to the Board by Monday.

259 Mr. Foley expressed that he would like more detail on the capital line items. He additionally
260 requested for the 500 lines to be compressed down to 100 or 150 lines. Mr. McGaffney indicated
261 that this would be doable but would not be ready before the next meeting.

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

263 Mr. Howden asked for supervisor requests to reconsider a policy to be scheduled to discussed at
264 Workshop Meetings. Mr. Howden additionally recalled a question Mr. Flanagan had raised
265 regarding the gate issue. Mr. Kloptosky clarified that the underground lines were strictly for power
266 and that using wireless for power was not possible. He explained that the gates would be converted
267 to wireless to eliminate the AT&T phone lines and that the underground lines would be repaired.
268 Mr. Howden asked for the gate discussion to be removed from the Workshop Meeting agenda.

269 Mr. Flanagan requested that staff work with Celera to fix internet dead spots in the meeting room,
270 amenity center, and pool area.

271 Dr. Merrill requested that the Board consider changing the start time for Regular Meetings and
272 Workshop Meetings to 3:00 p.m. The Chairman directed this to be placed on the agenda of a future
273 Workshop Meeting for discussion.

274 Mr. Foley requested that communication with residents be provided with respect to updates on
275 currently underway projects, such as bathroom renovations and the crosswalks. Dr. Merrill
276 suggested including a link to the Operations Manager’s report in an e-blast moving forward.

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

278 A. The District Manager will work with the transcriptionist to revise information in the Meeting
279 Minutes.

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

281 Mr. Howden noted that the upcoming meeting agenda items and meeting matrix had been discussed
282 earlier in the meeting.

283 **TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: March 3rd, 9:00 a.m.**

- 284 • Quorum Check

285 All Board members, with the exception of Mr. Polizzi who had left the meeting earlier, confirmed
286 that they would be present for the meeting, which would establish a quorum.

287 **ELEVENTH ORDER OF BUSINESS – Adjournment**

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

290 On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board adjourned
291 the meeting, at 1:35 p.m., for the Grand Haven Community Development District.

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

295 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
296 **meeting held on March 17, 2022.**

297

Signature

Signature

Printed Name

Printed Name

298 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

EXHIBIT 9

INDIVIDUAL PROJECT ORDER (IPO) #1

Describing a specific agreement between Kimley-Horn and Associates, Inc. (Kimley-Horn), and Grand Haven Community Development District (the “Client” or the “District”) in accordance with the terms of the Limited Engagement Engineering Agreement dated February 1, 2022, which is incorporated herein by reference.

Identification of Project:

Project: Stormwater Needs Analysis

Client: Grand Haven CDD

Project Understanding:

The Florida Legislature has recently enacted Section 403.9302 for the Florida Statutes which requires the District to develop and submit a 20-year needs analysis that covers the District’s stormwater management system. This analysis and the reports need to be submitted to the County by June 30, 2022. The District has requested that Kimley-Horn utilize the state provided stormwater needs analysis spreadsheet in an efficient effort to satisfy this requirement. We have prepared the following scope of services in support of this request.

SCOPE OF SERVICES

Task 1 – Completion and Transmittal of the Stormwater Needs Analysis Spreadsheet

- A. Kimley Horn will complete the needs analysis spreadsheet provided by the Office of Economic and Demographic Research. A template of the input required for this spreadsheet is included as Attachment A.
- B. Kimley-Horn will perform limited coordination via email and phone calls with the District staff in gathering the necessary information necessary to complete the spreadsheet. The District is expected to provide the data in a format that matches the categories outlined in the template. Data not provided by the District will be rough order of magnitude estimated by CAD and/or GIS means or will be generalized as “unknown-to be determined”.
- C. Kimley-Horn will create a GIS shapefile of the District boundary as required in Part 3 of the spreadsheet.
- D. Kimley Horn will transmit the completed spreadsheet and GIS shapefile to the County for their use on or before June 30, 2022.

ADDITIONAL SERVICES

Services requested that are not specifically included will be provided under a new and separate IPO agreement or can be performed on an hourly basis upon written authorization.

SCHEDULE

Kimley-Horn will begin services upon receipt of an executed IPO. This authorization can be in the form of an email from the District Manager. The above services will be provided as expeditiously as practicable to meet a mutually agreed upon schedule.

FEE AND EXPENSE

Kimley-Horn will complete the above scope of services for the lump sum fees detailed below, inclusive of office overhead expenses. The cost for services is provided in Table A and a breakdown of fee by task is as follows:

Task	Description	Lump Sum Fee
Task 1	Completion and Transmittal of the Stormwater Needs Analysis Spreadsheet	\$6,615.00
Total:		\$6,615.00

Services provided under this will be invoiced on a monthly basis. Approval from the District shall be required for all invoiced travel expenses and meetings.

Attachments: Table A – Fee Estimate for Services
Attachment A – Template of the Stormwater Needs Analysis Spreadsheet

ACCEPTED:

GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

K:\GVL_Civil\142434000-Grand Haven CDD\Stormwater Needs Assessment\IPO Stormwater Needs Analysis.docx

**TABLE A
FEE ESTIMATE FOR SERVICES**

PROJECT: STORMWATER NEEDS ANALYSIS
 CLIENT: GRAND HAVEN CDD
 KHA PM: DAVID SOWELL, PE
 BASIS FOR ESTIMATE: SCHEDULE B OF LIMITED ENGAGEMENT ENGINEERING AGREEMENT

SHEET: 1 of 1
 DATE: 3/10/2022

		DIRECT LABOR (MAN-HOURS)							LABOR HOURS	EXPENSE (\$)	SUB (\$)	LABOR TOTAL
		Senior Professional II	Senior Professional I	Professional	Analyst	Technical Support	Support Staff					
TASK ID	TASK DESCRIPTION	\$315.00	\$270.00	\$205.00	\$140.00	\$122.00	\$110.00					
1	Needs Analysis Worksheet - Background Information		0.5					0.5			\$ 135.00	
1	Needs Analysis Worksheet - Part 1		1.5					1.5			\$ 405.00	
1	Needs Analysis Worksheet - Part 2 (data collection)		1.5		12.0			13.5			\$ 2,085.00	
1	Needs Analysis Worksheet - Part 3		1.0		6.0			7.0			\$ 1,110.00	
1	Needs Analysis Worksheet - Part 4 (not required)							0.0			\$ -	
1	Needs Analysis Worksheet - Part 5		0.5		2.0			2.5			\$ 415.00	
1	Needs Analysis Worksheet - Part 6		0.5		2.0			2.5			\$ 415.00	
1	Needs Analysis Worksheet - Part 7		0.5		2.0			2.5			\$ 415.00	
1	Needs Analysis Worksheet - Part 8		0.5		2.0			4.5			\$ 415.00	
1	Correspondence and Coordination with County and CDD		4.0		1.0			5.0			\$ 1,220.00	
TOTALS:		0.0	10.5	0.0	27.0	0.0	0.0	39.5	\$ -	\$ -	\$ 6,615.00	
GRAND TOTAL:											\$ 6,615.00	

TEMPLATE FOR LOCAL GOVERNMENTS AND SPECIAL DISTRICTS FOR PERFORMING A STORMWATER NEEDS ANALYSIS PURSUANT TO SECTION 5 OF SECTION 403.9302, FLORIDA STATUTES

INTRODUCTION

As part of the 2021 regular session, the Legislature recognized the need for a long-term planning process for stormwater and wastewater. Section 403.9302, Florida Statutes, requires a 20-year needs analysis from the local governments providing stormwater services. Because this planning document is forward-looking, it will necessarily include a large number of assumptions about future actions. These assumptions should be based on any available information coupled with best professional judgment of the individuals completing the document. Completing this template by June 30, 2022, will fulfill the statutory requirements for the first round of 20-year needs analyses for stormwater. The template was generated by EDR in cooperation with local governments, Special Districts, the Florida Department of Environmental Protection (DEP), the Water Management Districts, the Florida Stormwater Association, private consultants, and others. Use of this tool will help ensure that information is compiled consistently for the Office of Economic & Demographic Research’s (EDR) report to the Legislature.

For the purposes of this document, a stormwater management program and a stormwater management system are as defined in statute (s. 403.031(15) and (16), F.S., respectively; language provided here: <https://www.flsenate.gov/Laws/Statutes/2021/403.031>). Plainly speaking, the “program” is the institutional framework whereby stormwater management activities (MS4 NPDES permit activities, and other regulatory activities, construction, operation and maintenance, etc.) are carried out by the public authority. The “system” comprises the physical infrastructure that is owned and/or operated by the local government or special district that specifically is intended to control, convey or store stormwater runoff for treatment and flood protection purposes.

For the purposes of this document, the following guiding principles have been adopted:

- Stormwater systems or facilities owned and operated by any of the following are excluded from reporting requirements for local governments and special districts:
 - o Private entities or citizens
 - o Federal government
 - o State government, including the Florida Department of Transportation (FDOT)
 - o Water Management Districts
 - o School districts
 - o State universities or Florida colleges
- Local government expenditures associated with routine operation and maintenance are fully funded prior to commencing new projects and initiatives.
- Local government submissions will include the activities of dependent special districts. Only independent special districts report separately. For a list of all special districts in the state and their type (*i.e.*, dependent or independent), please see the Department of Economic Opportunity’s Official List of Special Districts at the following link: <http://specialdistrictreports.floridajobs.org/webreports/alphalist.aspx>.
- With respect to federal and state statutes and rulemaking, current law and current administration prevails throughout the 20-year period. In other words, the state’s present legal framework (*i.e.*, the status quo) continues throughout the period.

GENERAL INSTRUCTIONS FOR USING THE TEMPLATE

Instructions for submitting the template are still under development. Additional information regarding submission and answers to frequently asked questions will be posted on EDR's website, along with other useful materials, here: <http://edr.state.fl.us/Content/natural-resources/stormwaterwastewater.cfm>

The statutory language forms the titles for each part. This template asks that you group your recent and projected expenditures in prescribed categories. A detailed list of the categories is provided in part 5.0.

The same project should not appear on multiple tables in the jurisdiction's response unless the project's expenditures are allocated between those tables. All expenditures should be reported in \$1,000s (*e.g.*, five hundred thousand dollars should be reported as \$500).

For any jurisdiction that is contracting with another jurisdiction where both could be reporting the same expenditure, please contact EDR for additional guidance. In situations where a reporting jurisdiction contracts with a non-reporting jurisdiction, (*i.e.*, FDOT, the water management districts, the state or federal government), the reporting jurisdiction should include the expenditures.

When reporting cost information, please only include the expenditures that have flowed, are flowing, or will likely flow through your jurisdiction's budget. While necessary to comply with the statute, the concept of "future expenditures" should be viewed as an expression of identified needs.

These projections are necessarily speculative and do not represent a firm commitment to future budget actions by the jurisdiction.

This Excel workbook contains three worksheets for data entry. (Along the bottom of the screen, the three tabs are highlighted green.) Empty cells with visible borders are unlocked for data entry. In the first tab, titled "Background through Part 4," the information requested is either text, a dropdown list (*e.g.*, Yes or No), or a checkbox. The next tab, "Part 5 through Part 8," contains tables for expenditure or revenue data as well as some follow-up questions that may have checkboxes, lists, or space for text.

In Part 5 and Part 6, the expenditure tables have space for up to 5 projects. More projects can be listed in the "Additional Projects" tab. This tab contains a table with space for up to 200 additional projects. In order for these additional projects and expenditures to be correctly classified and included in the final totals, each project must be assigned a Project Type and Funding Source Type from the dropdown lists in columns B and C.

Links to Template Parts:

[Background Information](#)

[Part 1](#)

[Part 2](#)

[Part 3](#)

[Part 4](#)

[Part 5](#)

[Part 6](#)

[Part 7](#)

[Part 8](#)

[Additional Projects - This table contains additional rows for projects that do not fit into the main tables in Parts 5 and 6](#)

Background Information

Please provide your contact and location information, then proceed to the template on the next sheet.

Name of Local Government:

Name of stormwater utility, if applicable:

Contact Person

Name:

Position/Title:

Email Address:

Phone Number:

Indicate the Water Management District(s) in which your service area is located.

- Northwest Florida Water Management District (NFWFMD)
- Suwannee River Water Management District (SRWMD)
- St. Johns River Water Management District (SJRWMD)
- Southwest Florida Water Management District (SWFWMD)
- South Florida Water Management District (SFWMD)

Indicate the type of local government:

- Municipality
- County
- Independent Special District

Part 1.0 Detailed description of the stormwater management program (Section 403.9302(3)(a), F.S.)

The stormwater management program, as defined in the Introduction, includes those activities associated with the management, operation and maintenance, and control of stormwater and stormwater management systems, including activities required by state and federal law. The detailed program description is divided into multiple subparts consisting of narrative and data fields.

Part 1.1 Narrative Description:

Please provide a brief description of the current institutional strategy for managing stormwater in your jurisdiction. Please include any mission statement, divisions or departments dedicated solely or partly to managing stormwater, dedicated funding sources, and other information that best describes your approach to stormwater:

On a scale of 1 to 5, with 5 being the highest, please indicate the importance of each of the following goals for your program:

0	1	2	3	4	5	
<input type="checkbox"/>	Drainage & flood abatement (such as flooding events associated with rainfall and hurricanes)					
<input type="checkbox"/>	Water quality improvement (TMDL Process/BMAPs/other)					
<input type="checkbox"/>	Reduce vulnerability to adverse impacts from flooding related to increases in frequency and duration of rainfall events, storm surge and sea level rise					
						Other:
<input type="checkbox"/>						
<input type="checkbox"/>						
<input type="checkbox"/>						
<input type="checkbox"/>						

Part 1.2 Current Stormwater Program Activities:

Please provide answers to the following questions regarding your stormwater management program.

- Does your jurisdiction have an NPDES Municipal Separate Storm Sewer System (MS4) Permit?
If yes, is your jurisdiction regulated under Phase I or Phase II of the NPDES Program:
- Does your jurisdiction have a dedicated stormwater utility?
If no, do you have another funding mechanism?
If yes, please describe your funding mechanism.
- Does your jurisdiction have a Stormwater Master Plan or Plans?
If Yes:
How many years does the plan(s) cover?
Are there any unique features or limitations that are necessary to understand what the plan does or does not address?

Please provide a link to the most recently adopted version of the document (if it is published online):
- Does your jurisdiction have an asset management (AM) system for stormwater infrastructure?
If Yes, does it include 100% of your facilities?
If your AM includes less than 100% of your facilities, approximately what percent of your facilities are included?

- Does your stormwater management program implement the following (answer Yes/No):

A construction sediment and erosion control program for new construction (plans review and/or inspection)?	
An illicit discharge inspection and elimination program?	
A public education program?	
A program to involve the public regarding stormwater issues?	
A "housekeeping" program for managing stormwater associated with vehicle maintenance yards, chemical storage, fertilizer management, etc. ?	
A stormwater ordinance compliance program (<i>i.e.</i> , for low phosphorus fertilizer)?	
Water quality or stream gage monitoring?	
A geospatial data or other mapping system to locate stormwater infrastructure (GIS, etc.)?	
A system for managing stormwater complaints?	
Other specific activities?	

Notes or Comments on any of the above:

Part 1.3 Current Stormwater Program Operation and Maintenance Activities

Please provide answers to the following questions regarding the operation and maintenance activities undertaken by your stormwater management program.

- Does your jurisdiction typically assume maintenance responsibility for stormwater systems associated with new private development (*i.e.*, systems that are dedicated to public ownership and/or operation upon completion)?

Notes or Comments on the above:

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- Does your stormwater operation and maintenance program implement any of the following (answer Yes/No)

Routine mowing of turf associated with stormwater ponds, swales, canal/lake banks, etc. ?	
Debris and trash removal from pond skimmers, inlet grates, ditches, etc. ?	
Invasive plant management associated with stormwater infrastructure?	
Ditch cleaning?	
Sediment removal from the stormwater system (vacator trucks, other)?	
Muck removal (dredging legacy pollutants from water bodies, canal, etc.)?	
Street sweeping?	
Pump and mechanical maintenance for trash pumps, flood pumps, alum injection, etc. ?	
Non-structural programs like public outreach and education?	
Other specific routine activities?	

Part 2. Detailed description of the stormwater management system and its facilities and projects (continued Section 403.9302(3)(a), F.S.)

A stormwater management system, as defined in the Introduction, includes the entire set of site design features and structural infrastructure for collection, conveyance, storage, infiltration, treatment, and disposal of stormwater. It may include drainage improvements and measures to prevent streambank channel erosion and habitat degradation. This section asks for a summary description of your stormwater management system. It is not necessary to provide geospatial asset data or a detailed inventory. For some, it may be possible to gather the required data from your Asset Management (AM) system. For others, data may be gathered from sources such as an MS4 permit application, aerial photos, past or ongoing budget investments, water quality projects, or any other system of data storage/management that is employed by the jurisdiction.

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Please provide answers to the following questions regarding your stormwater system inventory. Enter zero (0) if your system does not include the component.

	Number	Unit of Measurement
Estimated feet or miles of buried culvert:		
Estimated feet or miles of open ditches/conveyances (lined and unlined) that are maintained by the stormwater program:		
Estimated number of storage or treatment basins (<i>i.e.</i> , wet or dry ponds):		
Estimated number of gross pollutant separators including engineered sediment traps such as baffle boxes, hydrodynamic separators, <i>etc.</i> :		
Number of chemical treatment systems (<i>e.g.</i> , alum or polymer injection):		
Number of stormwater pump stations:		
Number of dynamic water level control structures (<i>e.g.</i> , operable gates and weirs that control canal water levels):		
Number of stormwater treatment wetland systems:		
Other:		

Notes or Comments on any of the above:

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Which of the following green infrastructure best management practices do you use to manage water flow and/or improve water quality (answer Yes/No):

Best Management Practice	Current	Planned
Tree boxes		
Rain gardens		
Green roofs		
Pervious pavement/pavers		
Littoral zone plantings		
Living shorelines		
Other Best Management Practices:		

Please indicate which resources or documents you used when answering these questions (check all that apply).

- Asset management system
- GIS program
- MS4 permit application
- Aerial photos
- Past or ongoing budget investments
- Water quality projects

Other(s):

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Part 3. The number of current and projected residents served calculated in 5-year increments (Section 403.9302(3)(b), F.S.)

Counties and municipalities: Instead of requiring separate population projections, EDR will calculate the appropriate population estimates for each municipality or the unincorporated area of the county. If your service area is less than or more than your local government’s population, please describe in the first text box provided below for part 4.0.

Independent Special Districts:

If an independent special district’s boundaries are completely aligned with a county or a municipality, identify that jurisdiction here:

Any independent special district whose boundaries do not coincide with a county or municipality must submit a GIS shapefile with the current and projected service area. EDR will calculate the appropriate population estimates based on that map. Submission of this shapefile also serves to complete Part 4.0 of this template.

Part 4.0 The current and projected service area for the stormwater management program or stormwater management system (Section 403.9302(3)(c), F.S.)

Rather than providing detailed legal descriptions or maps, this part of the template is exception-based. In this regard, if the stormwater service area is less than or extends beyond the geographic limits of your jurisdiction, please explain.

Similarly, if your service area is expected to change within the 20-year horizon, please describe the changes (e.g., the expiration of an interlocal agreement, introduction of an independent special district, etc.).

[Proceed to Part 5](#)

Part 5.0 The current and projected cost of providing services calculated in 5-year increments (Section 403.9302(3)(d), F.S.)

Given the volume of services, jurisdictions should use the template’s service groupings rather than reporting the current and projected cost of each individual service. Therefore, for the purposes of this document, “services” means:

1. Routine operation and maintenance (inclusive of the items listed in Part 1.3 of this document, ongoing administration, and non-structural programs)
2. Expansion (that is, improvement) of a stormwater management system.

Expansion means new work, new projects, retrofitting, and significant upgrades. Within the template, there are four categories of expansion projects

1. Flood protection, addressed in parts 5.2 and 5.3... this includes capital projects intended for flood protection/flood abatement
2. Water quality, addressed in part 5.2 and 5.3... this includes stormwater projects related to water quality improvement, such as BMAPs; projects to benefit natural systems through restoration or enhancement; and stormwater initiatives that are part of aquifer recharge projects
3. Resiliency, addressed in part 5.4... this includes all major stormwater initiatives that are developed specifically to address the effects of climate change, such as sea level rise and increased flood events
4. End of useful life replacement projects, addressed in part 6.0... this includes major expenses associated with the replacement of aging infrastructure

While numbers 3 and 4 have components that would otherwise fit into the first two categories, they are separately treated given their overall importance to the Legislature and other policymakers.

Expansion projects are further characterized as currently having either a committed funding source or no identified funding source. Examples of a committed funding source include the capacity to absorb the project’s capital cost within current budget levels or forecasted revenue growth; financing that is underway or anticipated (bond or loan); known state or federal funding (appropriation or grant); special assessment; or dedicated cash reserves for future expenditure.

All answers should be based on local fiscal years (LFY, beginning October 1 and running through September 30). Please use nominal dollars for each year, but include any expected cost increases for inflation or population growth. Please check the EDR website for optional growth rate schedules that may be helpful.

If you have more than 5 projects in a particular category, please use the "Additional Projects" tab. There, you can use dropdown lists to choose the project category and whether there is a committed funding source, then enter the project name and expenditure amounts.

Part 5.1 Routine Operation and Maintenance

Please complete the table below, indicating the cost of operation and maintenance activities for the current year and subsequent five-year increments throughout the 20-year horizon. Your response to this part should exclude future initiatives associated with resiliency or major expenses associated with the replacement of aging infrastructure; these activities are addressed in subparts 5.4 and 6.0. However, do include non-structural programs like public outreach and education in this category.

If specific cost data is not yet available for the current year, the most recent (2020-21) O&M value can be input into the optional growth rate schedules (available on EDR’s website as an Excel workbook). The most recent O&M value can be grown using the provided options for inflation, population growth, or some other metric of your choosing. If the growth in your projected total O&M costs is more than 15% over any five-year increment, please provide a brief explanation of the major drivers.

Routine Operation and Maintenance

Expenditures (in \$thousands)

	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Operation and Maintenance Costs					
Brief description of growth greater than 15% over any 5-year period:					

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Part 5.2 Future Expansion (Committed Funding Source)

Please list expansion projects and their associated costs for the current year and subsequent five-year increments throughout the 20-year planning horizon. In this section, include stormwater system expansion projects or portions of projects with a committed funding source. If you include a portion of a project that is not fully funded, the project's remaining cost must be included in part 5.3, Expansion Projects with No Identified Funding Source.

Though many, if not most, stormwater projects benefit both flood protection and water quality, please use your best judgment to either allocate costs or simply select the primary purpose from the two categories below.

5.2.1 Flood Protection (Committed Funding Source): Provide a list of all scheduled new work, retrofitting and upgrades related to flood protection/flood abatement. Include infrastructure such as storage basins, piping and other conveyances, land purchases for stormwater projects, etc. Also include major hardware purchases such as vactor/jet trucks.

5.2.2 Water Quality Projects (Committed Funding Source): Please provide a list of scheduled water quality projects in your jurisdiction, such as treatment basins, alum injection systems, green infrastructure, water quality retrofits, etc., that have a direct stormwater component. The projected expenditures should reflect only those costs.

- If you are party to an adopted BMAP, please include the capital projects associated with stormwater in this table. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred. For reference, DEP publishes a complete list of adopted BMAP projects as an appendix in their Annual STAR Report.

Expansion Projects with a Committed Funding Source

5.2.1 Flood Protection

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

5.2.2 Water Quality

Expenditures (in \$thousands)

Project Name (or, if applicable, BMAP Project Number or ProjID)	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

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Part 5.3 Future Expansion with No Identified Funding Source

Please provide a list of known expansion projects or anticipated need(s) without formal funding commitments(s), formal pledges, or obligations. If you included a portion of a project that was partially covered by a committed source in part 5.2 above, list the projects and their remaining costs below.

5.3.1 Future Flood Protection with No Identified Funding Source: Please provide a list of future flood protection/flood abatement projects, associated land purchases, or major hardware purchases that are needed in your jurisdiction over the next 20 years. Future needs may be based on Master Plans, Comprehensive Plan Elements, Water Control Plans, areas of frequent flooding, hydrologic and hydraulic modeling, public safety, increased frequency of maintenance, desired level of service, flooding complaints, etc.

5.3.2 Future Water Quality Projects with no Identified Funding Source: Please provide a list of future stormwater projects needed in your jurisdiction over the next 20 years that are primarily related to water quality issues. Future needs may be based on proximity to impaired waters or waters with total maximum daily loads (TMDLs), BMAPs, state adopted Restoration Plans, Alternative Restoration Plans, or other local water quality needs.

- If you are party to an adopted BMAP, please list capital projects associated with stormwater. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred.
- List other future water quality projects, including those in support of local water quality goals as well as those identified in proposed (but not yet adopted) BMAPs.

Expansion Projects with No Identified Funding Source

5.3.1 Flood Protection

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

5.3.2 Water Quality

Expenditures (in \$thousands)

Project Name (or, if applicable, BMAP Project Number or ProjID)	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Please indicate which resources or documents you used to complete table 5.3 (check all that apply).

<input type="checkbox"/>	Stormwater Master Plan
<input type="checkbox"/>	Basin Studies or Engineering Reports
<input type="checkbox"/>	Adopted BMAP
<input type="checkbox"/>	Adopted Total Maximum Daily Load
<input type="checkbox"/>	Regional or Basin-specific Water Quality Improvement Plan or Restoration Plan
	Specify: <input type="text"/>
<input type="checkbox"/>	Other(s): <input type="text"/>

Part 5.4 Stormwater projects that are part of resiliency initiatives related to climate change

Please list any stormwater infrastructure relocation or modification projects and new capital investments specifically needed due to sea level rise, increased flood events, or other adverse effects of climate change. When aggregating, include O&M costs for these future resiliency projects and investments in this table (not in part 5.1). If your jurisdiction participates in a Local Mitigation Strategy (LMS), also include the expenditures associated with your stormwater management system in this category (for example, costs identified on an LMS project list).

Resiliency Projects with a Committed Funding Source		Expenditures (in \$thousands)			
Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Resiliency Projects with No Identified Funding Source		Expenditures (in \$thousands)			
Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

- Has a vulnerability assessment been completed for your jurisdiction’s storm water system?
- If no, how many facilities have been assessed?
- Does your jurisdiction have a long-range resiliency plan of 20 years or more?
- If yes, please provide a link if available:
- If no, is a planning effort currently underway?

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Part 6.0 The estimated remaining useful life of each facility or its major components (Section 403.9302(3)(e), F.S.)

Rather than reporting the exact number of useful years remaining for individual components, this section is constructed to focus on infrastructure components that are targeted for replacement and will be major expenses within the 20-year time horizon. Major replacements include culverts and pipe networks, control structures, pump stations, physical/biological filter media, etc. Further, the costs of retrofitting when used in lieu of replacement (such as slip lining) should be included in this part. Finally, for the purposes of this document, it is assumed that open storage and conveyance systems are maintained (as opposed to replaced) and have an unlimited service life.

In order to distinguish between routine maintenance projects and the replacement projects to be included in this part, only major expenses are included here. A major expense is defined as any single replacement project greater than 5% of the jurisdiction's total O&M expenditures over the most recent five-year period (such as a project in late 2021 costing more than 5% of the O&M expenditures for fiscal years 2016-2017 to 2020-2021).

If you have more than 5 projects in a particular category, please use the "Additional Projects" tab. There, you can use dropdown lists to choose the project category and whether there is a committed funding source, then enter the project name and expenditure amounts.

End of Useful Life Replacement Projects with a Committed Funding Source

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

End of Useful Life Replacement Projects with No Identified Funding Source

Expenditures (in \$thousands)

Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

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Part 7.0 The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components. (Section 403.9302(3)(f), F.S.)

This part of the template also addresses a portion of s. 403.9302(3)(g), F.S., by including historical expenditures. Many local governments refer to these as “actual” expenditures.

Consistent with expenditure projections, the jurisdiction’s actual expenditures are categorized into routine O&M, expansion, resiliency projects, and replacement of aging infrastructure. Additionally, the table includes space for reserve accounts. EDR’s interpretation of subparagraph 403.9302(3)(f), F.S., is that “capital account” refers to any reserve account developed specifically to cover future expenditures.

Note that for this table:

- Expenditures for local fiscal year 2020-21 can be estimated based on the most current information if final data is not yet available.
- Current Year Revenues include tax and fee collections budgeted for that fiscal year as well as unexpended balances from the prior year (balance forward or carry-over) unless they are earmarked for the rainy day or a dedicated reserve as explained in the following bullets.
- Bond proceeds should reflect only the amount expended in the given year.
- A reserve is a dedicated account to accumulate funds for a specific future expenditure.
- An all-purpose rainy day fund is a type of working capital fund typically used to address costs associated with emergencies or unplanned events.

The sum of the values reported in the "Funding Sources for Actual Expenditures" columns should equal the total "Actual Expenditures" amount. The cells in the "Funding Sources for Actual Expenditures" section will be highlighted red if their sum does not equal the "Actual Expenditures" total.

If you do not have a formal reserve dedicated to your stormwater system, please enter zero for the final two reserve columns.

Routine O&M

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

Expansion

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

Resiliency

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

Replacement of Aging Infrastructure

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

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Part 8.0 The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap (Section 403.9302(3)(g), F.S.)

In this template, the historical data deemed necessary to comply with s. 403.9302(3)(g), F.S., was included in part 7.0. This part is forward looking and includes a funding gap calculation. The first two tables will be auto-filled from the data you reported in prior tables. To do this, EDR will rely on this template's working definition of projects with committed funding sources, *i.e.*, EDR assumes that all committed projects have committed revenues. Those projects with no identified funding source are considered to be unfunded. EDR has automated the calculation of projected funding gaps based on these assumptions.

Committed Funding Source	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
Total Committed Revenues (=Total Committed Projects)	0	0	0	0

No Identified Funding Source	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
Projected Funding Gap (=Total Non-Committed Needs)	0	0	0	0

For any specific strategies that will close or lessen a projected funding gap, please list them in the table below. For each strategy, also include the expected new revenue within the five-year increments.

Strategies for New Funding Sources	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Total	0	0	0	0
Remaining Unfunded Needs	0	0	0	0

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Project & Type Information			Expenditures (in \$thousands)				
Project Type (Choose from dropdown list)	Funding Source Type (Choose from dropdown list)	Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Project & Type Information			Expenditures				
Project Type	Funding Source Type		LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Expansion Projects, Flood Protection	Committed Funding Source	Aggregated Total	0	0	0	0	0
Expansion Projects, Water Quality	Committed Funding Source	Aggregated Total	0	0	0	0	0
Resiliency Projects	Committed Funding Source	Aggregated Total	0	0	0	0	0
End of Useful Life Replacement Projects	Committed Funding Source	Aggregated Total	0	0	0	0	0
Expansion Projects, Flood Protection	No Identified Funding Source	Aggregated Total	0	0	0	0	0
Expansion Projects, Water Quality	No Identified Funding Source	Aggregated Total	0	0	0	0	0
Resiliency Projects	No Identified Funding Source	Aggregated Total	0	0	0	0	0
End of Useful Life Replacement Projects	No Identified Funding Source	Aggregated Total	0	0	0	0	0
Total of Projects without Project Type and/or Funding Source Type			0	0	0	0	0

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END ATTACHMENT A

EXHIBIT 10

RESOLUTION 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), FLORIDA STATUTES, AND REQUESTING THAT THE FLAGLER COUNTY SUPERVISOR OF ELECTIONS BEGIN CONDUCTING THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FOR THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND 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, the Board of Supervisors ("Board") of Grand Haven Community Development District seeks to implement section 190.006(3), *Florida Statutes*, and to instruct the Flagler County Supervisor of Elections ("Supervisor") to conduct the District's General Election ("General Election").

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

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by John Polizzi, Seat 3, currently held by Kevin Foley, and Seat 5, currently held by Chip Howden, are scheduled for the General Election in November 2022. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Flagler County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November, 2022, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to Exhibit A attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 17TH DAY OF MARCH, 2022.

**GRAND HAVEN COMMUNITY DEVELOPMENT
DISTRICT**

CHAIR/VICE CHAIR, BOARD OF SUPERVISORS

ATTEST:

SECRETARY/ASSISTANT SECRETARY

Exhibit A

**NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS
OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Grand Haven Community Development District will commence at noon on June 13, 2022, and close at noon on June 17, 2022. Candidates must qualify for the office of Supervisor with the Flagler County Supervisor of Elections located at 1769 E. Moody Blvd., Building 2, Suite 101, Bunnell, Florida 32110, (386) 313-4170. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Flagler County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Grand Haven Community Development District has three (3) seats up for election, specifically seats 1, 3, and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 8, 2022, in the manner prescribed by law for general elections.

For additional information, please contact the Flagler County Supervisor of Elections.

District Manager
Grand Haven Community Development District

EXHIBIT 11

General Fund Departments	2016	2017	2018	2019	2020	2021	2022	2023
ADMINISTRATIVE	\$ 316,020	\$ 308,366	\$ 328,004	\$ 284,802	\$ 331,415	\$ 363,325	\$ 259,525	\$ 265,757
INFORMATION AND TECHNOLOGY	\$ 55,055	\$ 50,814	\$ 42,457	\$ 48,915	\$ 52,069	\$ 57,172	\$ 83,799	\$ 87,989
INSURANCE	\$ 57,200	\$ 57,200	\$ 65,515	\$ 73,051	\$ 75,845	\$ 86,189	\$ 95,123	\$ 102,532
UTILITIES	\$ 283,703	\$ 284,513	\$ 340,286	\$ 302,879	\$ 293,977	\$ 223,205	\$ 285,300	\$ 307,385
FIELD OPERATIONS	\$ 761,129	\$ 1,246,198	\$ 846,579	\$ 1,009,857	\$ 1,058,043	\$ 1,099,863	\$ 1,010,396	\$ 1,046,732
STAFF SUPPORT	\$ 371,049	\$ 363,309	\$ 396,232	\$ 470,800	\$ 519,331	\$ 568,399	\$ 870,590	\$ 955,049
AMENITY OPERATIONS	\$ 640,741	\$ 674,126	\$ 671,244	\$ 684,915	\$ 694,797	\$ 818,476	\$ 747,981	\$ 773,524
OTHER	\$ 69,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INCREASED LEVEL OF SERVICE ITEMS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000
SECURITY	\$ 146,209	\$ 195,422	\$ 210,698	\$ 202,232	\$ 235,969	\$ 247,091	\$ 270,675	\$ 284,209
TOTAL	\$ 2,701,098	\$ 3,179,948	\$ 2,901,015	\$ 3,077,451	\$ 3,261,446	\$ 3,463,720	\$ 3,623,389	\$ 3,854,177
Difference year over year of Expense \$		\$ 478,850	\$ (278,933)	\$ 176,436	\$ 183,995	\$ 202,274	\$ 159,669	\$ 230,788
Actual O&M Assessment	\$ 1,441	\$ 1,522	\$ 1,545	\$ 1,618	\$ 1,766	\$ 1,916	\$ 1,983	
\$ Difference Year over Year for Actual O&M Assessment		\$ 81	\$ 23	\$ 73	\$ 148	\$ 150	\$ 67	
Estimated O&M Assessment, based on 1910.7 Units (\$1981.71 for 2022). Necessary to Equal Projected Expenses							\$ 1,982	\$ 2,115
\$ Difference Year over Year for Estimated O&M Assessment								\$ 133
Percentage increase/decrease in O&M assessment over previous year		5.62%	1.51%	4.72%	9.15%	8.49%	3.44%	6.71%

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2024	2025	2026	2027	2028	2029	2030	2031	2032
\$ 274,346	\$ 284,982	\$ 296,096	\$ 307,711	\$ 319,849	\$ 332,535	\$ 345,794	\$ 359,655	\$ 374,143
\$ 92,388	\$ 97,008	\$ 101,858	\$ 106,951	\$ 112,299	\$ 117,914	\$ 123,809	\$ 130,000	\$ 136,500
\$ 110,549	\$ 119,227	\$ 128,625	\$ 138,806	\$ 149,839	\$ 161,803	\$ 174,780	\$ 188,865	\$ 204,158
\$ 325,452	\$ 344,638	\$ 365,017	\$ 386,667	\$ 409,670	\$ 434,118	\$ 460,105	\$ 487,734	\$ 517,115
\$ 1,088,756	\$ 1,132,542	\$ 1,178,166	\$ 1,225,710	\$ 1,275,256	\$ 1,326,893	\$ 1,380,713	\$ 1,436,811	\$ 1,495,288
\$ 999,236	\$ 1,048,367	\$ 1,102,645	\$ 1,160,290	\$ 1,221,540	\$ 1,286,651	\$ 1,355,900	\$ 1,429,585	\$ 1,508,031
\$ 799,989	\$ 827,411	\$ 855,826	\$ 885,274	\$ 915,794	\$ 947,427	\$ 980,217	\$ 1,014,210	\$ 1,049,451
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 33,000	\$ 33,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
\$ 298,419	\$ 313,340	\$ 329,007	\$ 345,458	\$ 362,730	\$ 380,867	\$ 399,910	\$ 419,906	\$ 440,901
\$ 4,022,136	\$ 4,200,516	\$ 4,373,241	\$ 4,572,865	\$ 4,782,977	\$ 5,004,207	\$ 5,237,229	\$ 5,482,765	\$ 5,741,587
\$ 167,959	\$ 178,379	\$ 172,726	\$ 199,624	\$ 210,112	\$ 221,230	\$ 233,022	\$ 245,536	\$ 258,822
\$ 2,208	\$ 2,308	\$ 2,404	\$ 2,515	\$ 2,632	\$ 2,755	\$ 2,885	\$ 3,021	\$ 3,166
\$ 93	\$ 100	\$ 96	\$ 111	\$ 117	\$ 123	\$ 130	\$ 136	\$ 145
4.40%	4.53%	4.16%	4.62%	4.65%	4.67%	4.72%	4.71%	4.80%

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GRAND HAVEN CDD

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

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

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
EXPENDITURES							
ADMINISTRATIVE							
Supervisors - regular meetings	\$ 11,600	\$ 10,200	\$ 10,800	\$ 9,600	\$ 11,200	\$ 13,800	\$ 12,000
Supervisor - workshops	\$ 9,000	\$ 5,800	\$ 7,800	\$ 9,600	\$ 6,200	\$ 6,800	\$ 9,000
District Management Services							
District management	\$ 21,094	\$ 34,968	\$ 35,807	\$ 36,881	\$ 37,987	\$ 32,606	\$ 39,125
Administrative	\$ 8,569	\$ 9,307	\$ 9,530	\$ 9,816	\$ 10,110	\$ 22,567	\$ 10,400
Accounting	\$ 18,855	\$ 19,194	\$ 19,655	\$ 20,245	\$ 20,852	\$ 17,898	\$ 21,475
Assessment roll preparation	\$ 8,571	\$ 8,725	\$ 8,934	\$ 8,934	\$ 9,202	\$ 7,898	\$ 9,450
Disclosure report	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -
Arbitrage rebate calculation	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -	\$ -
Office supplies	\$ 398	\$ 449	\$ 396	\$ 834	\$ 646	\$ 2,832	\$ 1,000
Postage	\$ 1,520	\$ 2,507	\$ 2,638	\$ 3,410	\$ 1,685	\$ 5,071	\$ 3,000
Trustee	\$ 8,674	\$ 8,674	\$ 8,674	\$ 4,771	\$ -	\$ -	\$ -
Audit	\$ 11,200	\$ 11,200	\$ 11,300	\$ 11,300	\$ 11,300	\$ 11,300	\$ 11,300
Legal - general counsel	\$ 110,002	\$ 85,515	\$ 104,545	\$ 88,286	\$ 116,262	\$ 107,179	\$ 103,000
Engineering	\$ 19,290	\$ 24,564	\$ 24,064	\$ 12,602	\$ 13,165	\$ 46,445	\$ 30,000
Engineering: Stormwater Analysis Report (added per Workshop directive on 3/3/2022)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal advertising	\$ 7,809	\$ 7,610	\$ 3,121	\$ 6,387	\$ 3,528	\$ 2,280	\$ 5,200
Bank fees	\$ 1,506	\$ 1,529	\$ 1,490	\$ 1,498	\$ 1,438	\$ 1,242	\$ 1,500
Dues & licenses	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175
Property taxes	\$ 2,521	\$ 2,560	\$ 2,224	\$ 2,156	\$ -	\$ 1,925	\$ 2,400
Tax collector	\$ 70,748	\$ 70,893	\$ 72,110	\$ 52,914	\$ 85,096	\$ 83,307	\$ -
Contingencies	\$ 1,738	\$ 1,746	\$ 1,991	\$ 2,643	\$ 1,819	\$ -	\$ 500
TOTAL ADMINISTRATIVE	\$ 316,020	\$ 308,366	\$ 328,004	\$ 284,802	\$ 331,415	\$ 363,325	\$ 259,525

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 3,798,663	\$ 3,965,696	\$ 4,145,302	\$ 4,317,723	\$ 4,517,086	\$ 4,727,225	\$ 4,948,140	\$ 5,181,627	\$ 5,425,891	\$ 5,686,320
\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000
\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 3,855,663	\$ 4,022,696	\$ 4,202,302	\$ 4,374,723	\$ 4,574,086	\$ 4,784,225	\$ 5,005,140	\$ 5,238,627	\$ 5,482,891	\$ 5,743,320

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
\$ 40,299	\$ 41,508	\$ 42,753	\$ 44,036	\$ 45,357	\$ 46,717	\$ 48,119	\$ 49,562	\$ 51,049	\$ 52,581
\$ 10,712	\$ 11,033	\$ 11,364	\$ 11,705	\$ 12,056	\$ 12,418	\$ 12,791	\$ 13,174	\$ 13,570	\$ 13,977
\$ 22,119	\$ 22,783	\$ 23,466	\$ 24,170	\$ 24,895	\$ 25,642	\$ 26,412	\$ 27,204	\$ 28,020	\$ 28,861
\$ 9,734	\$ 10,026	\$ 10,326	\$ 10,636	\$ 10,955	\$ 11,284	\$ 11,622	\$ 11,971	\$ 12,330	\$ 12,700
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 1,050	\$ 1,103	\$ 1,158	\$ 1,216	\$ 1,276	\$ 1,340	\$ 1,407	\$ 1,477	\$ 1,551	\$ 1,629
\$ 3,150	\$ 3,308	\$ 3,473	\$ 3,647	\$ 3,829	\$ 4,020	\$ 4,221	\$ 4,432	\$ 4,654	\$ 4,887
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 4,850	\$ 4,950	\$ 5,123	\$ 5,303	\$ 5,488	\$ 5,680	\$ 5,879	\$ 6,085	\$ 6,298	\$ 6,518
\$ 106,605	\$ 110,336	\$ 115,853	\$ 121,646	\$ 127,728	\$ 134,114	\$ 140,820	\$ 147,861	\$ 155,254	\$ 163,017
\$ 31,500	\$ 33,075	\$ 34,729	\$ 36,465	\$ 38,288	\$ 40,203	\$ 42,213	\$ 44,324	\$ 46,540	\$ 48,867
\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
\$ 5,460	\$ 5,733	\$ 6,020	\$ 6,321	\$ 6,637	\$ 6,968	\$ 7,317	\$ 7,683	\$ 8,067	\$ 8,470
\$ 1,575	\$ 1,654	\$ 1,736	\$ 1,823	\$ 1,914	\$ 2,010	\$ 2,111	\$ 2,216	\$ 2,327	\$ 2,443
\$ 184	\$ 193	\$ 203	\$ 213	\$ 223	\$ 235	\$ 246	\$ 259	\$ 271	\$ 285
\$ 2,520	\$ 2,646	\$ 2,778	\$ 2,917	\$ 3,063	\$ 3,216	\$ 3,377	\$ 3,546	\$ 3,723	\$ 3,909
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 265,757	\$ 274,346	\$ 284,982	\$ 296,096	\$ 307,711	\$ 319,849	\$ 332,535	\$ 345,794	\$ 359,655	\$ 374,143

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

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

UTILITIES	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
Electric							
Electric services - #12316, 85596, 65378	\$ 2,663	\$ 3,498	\$ 4,328	\$ 5,138	\$ 5,147	\$ 4,495	\$ 5,200
Electric- Village Center - #18308	\$ 32,378	\$ 29,555	\$ 31,128	\$ 31,015	\$ 22,689	\$ 22,776	\$ 31,500
Electric - Creekside - #87064, 70333	\$ 19,872	\$ 20,014	\$ 20,953	\$ 21,333	\$ 17,919	\$ 12,495	\$ 21,500
Street lights ¹	\$ 20,727	\$ 18,110	\$ 19,004	\$ 20,289	\$ 20,320	\$ 18,329	\$ 20,000
Propane - spas/café	\$ 40,263	\$ 34,551	\$ 63,219	\$ 39,225	\$ 25,135	\$ 33,341	\$ 40,600
Garbage - amenity facilities	\$ 8,188	\$ 9,835	\$ 9,765	\$ 10,460	\$ 12,323	\$ 13,017	\$ 15,200
Water/sewer							
Water services ²	\$ 113,395	\$ 119,162	\$ 105,264	\$ 122,640	\$ 132,639	\$ 91,225	\$ 115,000
Water - Village Center - #324043-44997	\$ 12,359	\$ 13,019	\$ 12,788	\$ 11,005	\$ 12,301	\$ 11,072	\$ 13,500
Water - Creekside - #324043-45080	\$ 10,934	\$ 8,274	\$ 7,500	\$ 6,986	\$ 6,285	\$ 7,265	\$ 7,300
Pump house shared facility	\$ 22,924	\$ 28,495	\$ 66,337	\$ 34,788	\$ 39,219	\$ 9,190	\$ 15,500
TOTAL UTILITIES	\$ 283,703	\$ 284,513	\$ 340,286	\$ 302,879	\$ 293,977	\$ 223,205	\$ 285,300

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 28,004	\$ 29,404	\$ 30,874	\$ 32,418	\$ 34,038	\$ 35,740	\$ 37,527	\$ 39,404	\$ 41,374	\$ 43,443
\$ 6,873	\$ 7,217	\$ 7,578	\$ 7,957	\$ 8,355	\$ 8,772	\$ 9,211	\$ 9,671	\$ 10,155	\$ 10,663
\$ 10,271	\$ 10,785	\$ 11,324	\$ 11,890	\$ 12,485	\$ 13,109	\$ 13,764	\$ 14,452	\$ 15,175	\$ 15,934
\$ 5,139	\$ 5,396	\$ 5,665	\$ 5,949	\$ 6,246	\$ 6,558	\$ 6,886	\$ 7,231	\$ 7,592	\$ 7,972
\$ 27,720	\$ 29,106	\$ 30,561	\$ 32,089	\$ 33,694	\$ 35,379	\$ 37,147	\$ 39,005	\$ 40,955	\$ 43,003
\$ 7,646	\$ 8,028	\$ 8,430	\$ 8,851	\$ 9,294	\$ 9,759	\$ 10,247	\$ 10,759	\$ 11,297	\$ 11,862
\$ 1,591	\$ 1,670	\$ 1,754	\$ 1,841	\$ 1,934	\$ 2,030	\$ 2,132	\$ 2,238	\$ 2,350	\$ 2,468
\$ 221	\$ 232	\$ 243	\$ 255	\$ 268	\$ 281	\$ 295	\$ 310	\$ 326	\$ 342
\$ 525	\$ 551	\$ 579	\$ 608	\$ 638	\$ 670	\$ 704	\$ 739	\$ 776	\$ 814
\$ 87,989	\$ 92,388	\$ 97,008	\$ 101,858	\$ 106,951	\$ 112,299	\$ 117,914	\$ 123,809	\$ 130,000	\$ 136,500

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 12,532	\$ 13,158	\$ 13,816	\$ 14,507	\$ 15,232	\$ 15,994	\$ 16,794	\$ 17,633	\$ 18,515	\$ 19,441
\$ 82,550	\$ 89,154	\$ 96,286	\$ 103,989	\$ 112,308	\$ 121,293	\$ 130,996	\$ 141,476	\$ 152,794	\$ 165,017
\$ 3,311	\$ 3,476	\$ 3,650	\$ 3,832	\$ 4,024	\$ 4,225	\$ 4,437	\$ 4,658	\$ 4,891	\$ 5,136
\$ 4,140	\$ 4,761	\$ 5,475	\$ 6,296	\$ 7,241	\$ 8,327	\$ 9,576	\$ 11,012	\$ 12,664	\$ 14,564
\$ 102,532	\$ 110,549	\$ 119,227	\$ 128,625	\$ 138,806	\$ 149,839	\$ 161,803	\$ 174,780	\$ 188,865	\$ 204,158

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 5,980	\$ 6,458	\$ 6,975	\$ 7,533	\$ 8,136	\$ 8,787	\$ 9,490	\$ 10,249	\$ 11,069	\$ 11,954
\$ 36,225	\$ 39,123	\$ 42,253	\$ 45,633	\$ 49,284	\$ 53,226	\$ 57,485	\$ 62,083	\$ 67,050	\$ 72,414
\$ 24,725	\$ 26,703	\$ 28,839	\$ 31,146	\$ 33,638	\$ 36,329	\$ 39,235	\$ 42,374	\$ 45,764	\$ 49,425
\$ 23,000	\$ 24,840	\$ 26,827	\$ 28,973	\$ 31,291	\$ 33,795	\$ 36,498	\$ 39,418	\$ 42,571	\$ 45,977
\$ 42,630	\$ 44,762	\$ 47,000	\$ 49,350	\$ 51,817	\$ 54,408	\$ 57,128	\$ 59,985	\$ 62,984	\$ 66,133
\$ 15,960	\$ 16,758	\$ 17,596	\$ 18,476	\$ 19,399	\$ 20,369	\$ 21,388	\$ 22,457	\$ 23,580	\$ 24,759
\$ 120,750	\$ 126,788	\$ 133,127	\$ 139,783	\$ 146,772	\$ 154,111	\$ 161,817	\$ 169,907	\$ 178,403	\$ 187,323
\$ 14,175	\$ 14,884	\$ 15,628	\$ 16,409	\$ 17,230	\$ 18,091	\$ 18,996	\$ 19,946	\$ 20,943	\$ 21,990
\$ 7,665	\$ 8,048	\$ 8,451	\$ 8,873	\$ 9,317	\$ 9,783	\$ 10,272	\$ 10,785	\$ 11,325	\$ 11,891
\$ 16,275	\$ 17,089	\$ 17,943	\$ 18,840	\$ 19,782	\$ 20,771	\$ 21,810	\$ 22,901	\$ 24,046	\$ 25,248
\$ 307,385	\$ 325,452	\$ 344,638	\$ 365,017	\$ 386,667	\$ 409,670	\$ 434,118	\$ 460,105	\$ 487,734	\$ 517,115

FIELD OPERATIONS

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	
Stormwater system								
Aquatic contract	\$ 43,755	\$ 43,800	\$ 44,580	\$ 47,688	\$ 48,781	\$ 43,945	\$ 51,438	
Aquatic contract: lake watch	\$ 3,996	\$ 3,996	\$ 4,042	\$ 3,996	\$ 3,122	\$ 8,056	\$ 4,076	
Aquatic contract: aeration maintenance	\$ 364	\$ -	\$ -	\$ -	\$ -	\$ 1,216	\$ 4,000	
Pond Aeration--Added from 2/24/2022 Regular Meeting								This is a capital project
Lake bank spraying	\$ 1,457	\$ 5,828	\$ 5,828	\$ 4,371	\$ 1,457	\$ -	\$ 6,128	
Stormwater system repairs & maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	
Property maintenance								
Horticultural consultant	\$ 6,400	\$ 9,600	\$ 9,600	\$ 9,600	\$ 10,000	\$ 8,800	\$ 9,600	
Landscape enhancement		\$ 22,554	\$ 7,537	\$ 7,120	\$ 147,541	\$ 103,932	\$ -	
Landscape repairs & replacement		\$ 2,000	\$ 34,936	\$ 58,502	\$ 17,695	\$ 15,855	\$ 20,000	
Landscape maintenance contract services	\$ 515,380	\$ 530,841	\$ 530,841	\$ 530,841	\$ 548,503	\$ 574,333	\$ 585,814	
Landscape maintenance: croquet	\$ 25,527	\$ 28,000	\$ 28,000	\$ 28,400	\$ 31,600	\$ 33,308	\$ 50,800	
Tree maintenance (Oak tree pruning)	\$ 25,500	\$ 18,000	\$ -	\$ 78,200	\$ -	\$ 29,200	\$ 35,000	
Optional flower rotation	\$ 14,869	\$ 17,550	\$ -	\$ -	\$ 17,550	\$ 23,127	\$ 20,000	
Irrigation repairs & replacement	\$ 13,264	\$ 21,596	\$ 13,267	\$ 17,931	\$ 33,523	\$ 39,412	\$ 22,000	\$ 40,000
Roads & bridges repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	
Sidewalk repairs & replacement	\$ -	\$ 8,383	\$ 12,733	\$ 28,203	\$ 47,671	\$ 49,832	\$ -	
Street light maintenance (including but not limited to Photocell, globe, and bulb replacement)	\$ 12,036	\$ 11,368	\$ 6,049	\$ 1,824	\$ 2,447	\$ 6,162	\$ 15,000	
Vehicle repairs & maintenance	\$ 1,172	\$ 1,829	\$ 3,907	\$ 1,038	\$ 1,551	\$ 2,182	\$ 5,000	
Office supplies: field operations	\$ 7,064	\$ 7,094	\$ 9,047	\$ 18,687	\$ 17,642	\$ 15,814	\$ 14,000	
Holiday lights	\$ 8,391	\$ 8,462	\$ 4,285	\$ 9,414	\$ 8,427	\$ 3,386	\$ 9,000	
CERT operations	\$ 244	\$ 81	\$ 152	\$ 271	\$ 478	\$ 462	\$ 500	
Community maintenance	\$ 81,569	\$ 66,939	\$ 76,251	\$ 145,926	\$ 110,674	\$ 138,094	\$ 98,040	\$ 120,000
Storm clean-up/Hurricane Clean up	\$ -	\$ 438,046	\$ 54,662	\$ 16,972	\$ 5,584	\$ 1,155	\$ 26,000	
Miscellaneous contingency	\$ 141	\$ 231	\$ 862	\$ 873	\$ 3,797	\$ 1,592	\$ 4,000	\$ 4,000
TOTAL FIELD OPERATIONS	\$ 761,129	\$ 1,246,198	\$ 846,579	\$ 1,009,857	\$ 1,058,043	\$ 1,099,863	\$ 1,010,396	

STAFF SUPPORT

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

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 54,010	\$ 56,710	\$ 59,546	\$ 62,523	\$ 65,649	\$ 68,932	\$ 72,378	\$ 75,997	\$ 79,797	\$ 83,787
\$ 4,280	\$ 4,494	\$ 4,718	\$ 4,954	\$ 5,202	\$ 5,462	\$ 5,735	\$ 6,022	\$ 6,323	\$ 6,639
\$ 4,200	\$ 4,410	\$ 4,631	\$ 4,862	\$ 5,105	\$ 5,360	\$ 5,628	\$ 5,910	\$ 6,205	\$ 6,516
\$ 6,434	\$ 6,756	\$ 7,094	\$ 7,449	\$ 7,821	\$ 8,212	\$ 8,623	\$ 9,054	\$ 9,507	\$ 9,982
\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107	\$ 22,162	\$ 23,270	\$ 24,433
\$ 10,080	\$ 10,584	\$ 11,113	\$ 11,669	\$ 12,252	\$ 12,865	\$ 13,508	\$ 14,184	\$ 14,893	\$ 15,637
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 21,000	\$ 22,050	\$ 23,153	\$ 24,310	\$ 25,526	\$ 26,802	\$ 28,142	\$ 29,549	\$ 31,027	\$ 32,578
\$ 605,146	\$ 625,116	\$ 645,744	\$ 667,054	\$ 689,067	\$ 711,806	\$ 735,296	\$ 759,560	\$ 784,626	\$ 810,519
\$ 53,340	\$ 56,007	\$ 58,807	\$ 61,748	\$ 64,835	\$ 68,077	\$ 71,481	\$ 75,055	\$ 78,807	\$ 82,748
\$ 36,750	\$ 38,588	\$ 40,517	\$ 42,543	\$ 44,670	\$ 46,903	\$ 49,249	\$ 51,711	\$ 54,296	\$ 57,011
\$ 21,000	\$ 22,050	\$ 23,153	\$ 24,310	\$ 25,526	\$ 26,802	\$ 28,142	\$ 29,549	\$ 31,027	\$ 32,578
\$ 23,100	\$ 24,255	\$ 25,468	\$ 26,741	\$ 28,078	\$ 29,482	\$ 30,956	\$ 32,504	\$ 34,129	\$ 35,836
\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107	\$ 22,162	\$ 23,270	\$ 24,433
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 15,750	\$ 16,538	\$ 17,364	\$ 18,233	\$ 19,144	\$ 20,101	\$ 21,107	\$ 22,162	\$ 23,270	\$ 24,433
\$ 5,250	\$ 5,513	\$ 5,788	\$ 6,078	\$ 6,381	\$ 6,700	\$ 7,036	\$ 7,387	\$ 7,757	\$ 8,144
\$ 14,700	\$ 15,435	\$ 16,207	\$ 17,017	\$ 17,868	\$ 18,761	\$ 19,699	\$ 20,684	\$ 21,719	\$ 22,805
\$ 9,450	\$ 9,923	\$ 10,419	\$ 10,940	\$ 11,487	\$ 12,061	\$ 12,664	\$ 13,297	\$ 13,962	\$ 14,660
\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
\$ 102,942	\$ 108,089	\$ 113,494	\$ 119,168	\$ 125,127	\$ 131,383	\$ 137,952	\$ 144,850	\$ 152,092	\$ 159,697
\$ 27,300	\$ 28,665	\$ 30,098	\$ 31,603	\$ 33,183	\$ 34,842	\$ 36,585	\$ 38,414	\$ 40,335	\$ 42,351
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 1,046,732	\$ 1,088,756	\$ 1,132,542	\$ 1,178,166	\$ 1,225,710	\$ 1,275,256	\$ 1,326,893	\$ 1,380,713	\$ 1,436,811	\$ 1,495,288

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 681,564	\$ 715,642	\$ 751,424	\$ 788,996	\$ 828,445	\$ 869,868	\$ 913,361	\$ 959,029	\$ 1,006,980	\$ 1,057,329
\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
\$ 81,635	\$ 84,084	\$ 86,606	\$ 89,204	\$ 91,881	\$ 94,637	\$ 97,476	\$ 100,400	\$ 103,412	\$ 106,515
\$ 116,600	\$ 128,260	\$ 141,086	\$ 155,195	\$ 170,714	\$ 187,785	\$ 206,564	\$ 227,220	\$ 249,942	\$ 274,937
\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250	\$ 6,250
\$ 14,000	\$ 10,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 955,049	\$ 999,236	\$ 1,048,367	\$ 1,102,645	\$ 1,160,290	\$ 1,221,540	\$ 1,286,651	\$ 1,355,900	\$ 1,429,585	\$ 1,508,031

AMENITY OPERATIONS	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
Amenity Management & Operations	\$ 523,320	\$ 539,020	\$ 539,020	\$ 539,020	\$ 516,762	\$ 561,422	\$ 592,786
A/C maintenance and service	\$ 1,559	\$ 1,388	\$ 7,876	\$ 50	\$ 2,235	\$ -	\$ 3,900
Fitness equipment service	\$ 3,783	\$ 5,858	\$ 3,351	\$ 9,229	\$ 3,559	\$ 2,814	\$ 7,500
Music licensing	\$ 2,842	\$ 3,002	\$ 3,096	\$ 3,203	\$ 3,321	\$ 3,435	\$ 3,520
Pool/spa permits	\$ 875	\$ 875	\$ 875	\$ 875	\$ 875	\$ 875	\$ 875
Pool chemicals	\$ 13,125	\$ 13,496	\$ 13,886	\$ 14,174	\$ 14,332	\$ 15,576	\$ 15,500
Pest control	\$ 2,148	\$ 1,890	\$ 2,189	\$ 3,142	\$ 2,904	\$ 4,539	\$ 3,900
Amenity maintenance	\$ 85,446	\$ 100,971	\$ 92,066	\$ 107,499	\$ 147,527	\$ 229,557	\$ 110,000
Special events	\$ 7,643	\$ 7,626	\$ 8,885	\$ 7,723	\$ 3,282	\$ 258	\$ 10,000
TOTAL AMENITY	\$ 640,741	\$ 674,126	\$ 671,244	\$ 684,915	\$ 694,797	\$ 818,476	\$ 747,981
SECURITY	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
Gate access control staffing	\$ 101,220	\$ 143,125	\$ 162,234	\$ 150,418	\$ 181,906	\$ 196,904	\$ 204,375
Additional guards	\$ -	\$ -	\$ -	\$ 7,609	\$ -	\$ -	\$ 8,000
Guardhouse facility maintenance	\$ 12,708	\$ 20,078	\$ 22,660	\$ 7,776	\$ 13,348	\$ 9,219	\$ 16,000
Gate communication devices	\$ 22,066	\$ 21,347	\$ 19,707	\$ 19,579	\$ 21,735	\$ 26,330	\$ 21,000
Gate operating supplies	\$ 6,921	\$ 6,743	\$ 1,880	\$ 13,901	\$ 15,040	\$ 11,448	\$ 16,000
Fire & security system	\$ 3,294	\$ 4,129	\$ 4,217	\$ 2,949	\$ 3,940	\$ 3,190	\$ 5,300
TOTAL SECURITY	\$ 146,209	\$ 195,422	\$ 210,698	\$ 202,232	\$ 235,969	\$ 247,091	\$ 270,675
OTHER	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
Community Information Guide	\$ 15,646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay: Tract K*	\$ 54,346	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER	\$ 69,992	\$ -					

\$ 120,000

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 610,570	\$ 628,887	\$ 647,753	\$ 667,186	\$ 687,201	\$ 707,817	\$ 729,052	\$ 750,924	\$ 773,451	\$ 796,655
\$ 4,095	\$ 4,300	\$ 4,515	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,488	\$ 5,762	\$ 6,050	\$ 6,353
\$ 7,875	\$ 8,269	\$ 8,682	\$ 9,116	\$ 9,572	\$ 10,051	\$ 10,553	\$ 11,081	\$ 11,635	\$ 12,217
\$ 3,696	\$ 3,881	\$ 4,075	\$ 4,279	\$ 4,493	\$ 4,717	\$ 4,953	\$ 5,201	\$ 5,461	\$ 5,734
\$ 919	\$ 965	\$ 1,013	\$ 1,064	\$ 1,117	\$ 1,173	\$ 1,231	\$ 1,293	\$ 1,357	\$ 1,425
\$ 16,275	\$ 17,089	\$ 17,943	\$ 18,840	\$ 19,782	\$ 20,771	\$ 21,810	\$ 22,901	\$ 24,046	\$ 25,248
\$ 4,095	\$ 4,300	\$ 4,515	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,488	\$ 5,762	\$ 6,050	\$ 6,353
\$ 115,500	\$ 121,275	\$ 127,339	\$ 133,706	\$ 140,391	\$ 147,411	\$ 154,781	\$ 162,520	\$ 170,646	\$ 179,178
\$ 10,500	\$ 11,025	\$ 11,576	\$ 12,155	\$ 12,763	\$ 13,401	\$ 14,071	\$ 14,775	\$ 15,513	\$ 16,289
\$ 773,524	\$ 799,989	\$ 827,411	\$ 855,826	\$ 885,274	\$ 915,794	\$ 947,427	\$ 980,217	\$ 1,014,210	\$ 1,049,451

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 214,594	\$ 225,323	\$ 236,590	\$ 248,419	\$ 260,840	\$ 273,882	\$ 287,576	\$ 301,955	\$ 317,053	\$ 332,905
\$ 8,400	\$ 8,820	\$ 9,261	\$ 9,724	\$ 10,210	\$ 10,721	\$ 11,257	\$ 11,820	\$ 12,411	\$ 13,031
\$ 16,800	\$ 17,640	\$ 18,522	\$ 19,448	\$ 20,421	\$ 21,442	\$ 22,514	\$ 23,639	\$ 24,821	\$ 26,062
\$ 22,050	\$ 23,153	\$ 24,310	\$ 25,526	\$ 26,802	\$ 28,142	\$ 29,549	\$ 31,027	\$ 32,578	\$ 34,207
\$ 16,800	\$ 17,640	\$ 18,522	\$ 19,448	\$ 20,421	\$ 21,442	\$ 22,514	\$ 23,639	\$ 24,821	\$ 26,062
\$ 5,565	\$ 5,843	\$ 6,135	\$ 6,442	\$ 6,764	\$ 7,103	\$ 7,458	\$ 7,831	\$ 8,222	\$ 8,633
\$ 284,209	\$ 298,419	\$ 313,340	\$ 329,007	\$ 345,458	\$ 362,730	\$ 380,867	\$ 399,910	\$ 419,906	\$ 440,901

INCREASED LEVEL OF SERVICE ITEMS TO CONSIDER

Technology-Wild Oaks Entrance Gate Equipment Replacement
 Powerwashing-Powerwashing, curbs, gutters, sidewalks, roadways
 and other common areas

Street Signs-Repaint street sign and other sign poles

Street Lights-cleaning and repainting

Pond Aeration-Annual maintenance and repairs of additional aeration units

TOTAL OF ADDITIONAL ITEMS

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
TOTAL O&M EXPENDITURES	\$ 2,701,098	\$ 3,179,948	\$ 2,901,015	\$ 3,077,451	\$ 3,261,446	\$ 3,463,720	\$ 3,623,389

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED
PERCENTAGE INCREASE (DECREASE) IN O&M EXPENDITURES OVER PRIOR YEAR (O&M ONLY)		17.73%	-8.77%	6.08%	5.98%	6.20%	4.61%

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 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 31,000	\$ 33,000	\$ 33,000	\$ 16,000						

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
\$ 3,854,177	\$ 4,022,136	\$ 4,200,516	\$ 4,373,241	\$ 4,572,865	\$ 4,782,977	\$ 5,004,207	\$ 5,237,229	\$ 5,482,765	\$ 5,741,587

FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED	FY 2029 PROJECTED	FY 2030 PROJECTED	FY 2031 PROJECTED	FY 2032 PROJECTED
6.37%	4.36%	4.43%	4.11%	4.56%	4.59%	4.63%	4.66%	4.69%	4.72%

Note:

1. Cells highlighted in blue represent a contract exists for that year; however, contract expires before end of FY (March 30th)
2. Assessment Levy revenue (row 9) is showing on a net basis

	2022	2023
Operations Manager	\$ 95,825	\$ 100,616
Assistant Operations Manager (Proposed)	\$ -	\$ 75,000
Office Manager	\$ 50,004	\$ 52,504
Administrative Assistant	\$ 39,728	\$ 41,714
Administrative Assistant	\$ 39,728	\$ 41,714
Field Maintenance Supervisor (Vacant)	\$ 65,000	\$ 68,250
Field Maintenance Worker II/Interim Field Maintenance Supervisor	\$ 53,228	\$ 55,889
Field Maintenance Worker II	\$ 40,519	\$ 42,545
Field Maintenance Worker II	\$ 39,728	\$ 41,714
Field Maintenance Worker II	\$ 39,728	\$ 41,714
Field Maintenance Worker II	\$ 39,312	\$ 41,278
Field Maintenance Worker II	\$ 37,440	\$ 39,312
Field Maintenance Worker II (Vacant)	\$ 37,440	\$ 39,312
Total Sum	\$577,680	\$681,564

EXPENDITURES

Supervisors - regular meetings and workshops:

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

District Management Services:

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

Administrative:

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

Accounting:

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

Assessment roll preparation:

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

Disclosure report:

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

Arbitrage rebate calculation:

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

Office supplies:

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

Postage:

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

Trustee:

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

Audit:

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

Legal - general counsel:

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

Engineering:

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

Legal Advertising:

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

Bank Fees:

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

Dues & Licenses:

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

Property Taxes:**Tax Collector:**

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

Contingencies:

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

Website Hosting & Development:

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

ADA Website Compliance:

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

Communications: e-blast

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

IT Support:

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

Village Center telephone, fax:

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

Creekside telephone, fax:

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

Cable/internet-Village Center/Creekside:

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

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

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

Landlines for Call Boxes to Gates:

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

Cell Phones:

The District contracts with Sprint for cell phone service

Insurance: General Liability & Public Officials:

The District obtains general liability and public officials insurance to

Insurance: Property:

The District incurs expenses for property insurance

Insurance: Auto General Liability:

The District incurs expenses for automobile general liability insurance

Flood Insurance:

The District incurs expenses for flood insurance

Electric:

Electric services - #12316, 85596, 65378

Electric- Village Center - #18308

Electric - Creekside - #87064, 70333

Street lights¹

Propane - Spas/Café:

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

Garbage - Amenity Facilities:

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

Water/Sewer:

Water services²

Water - Village Center - #324043-44997

Water - Creekside - #324043-45080

Pump house shared facility

Aquatic Contract:

The District has a waterway management contract with SOLitude Lake Management

Aquatic Contract: Lake Watch

The District has a contract with SOLitude Lake Management

Aquatic Contract: Aeration Maintenance

The District has a maintenance contract with SOLitude Lake Management

Lake Bank Spraying:**Stormwater System Repairs & Maintenance:**

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

Horticultural Consultant:

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

Landscape Repairs & Replacement:

The District will incur expenses with general landscape repair and replacement

Landscape Maintenance Contract Services:

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

Landscape Maintenance: Croquet

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

Tree Maintenance (Oak Tree Pruning):

The District will incur expenses for oak tree pruning

Optional Flower Rotation:

The District will incur expenses for optional flower rotation

Irrigation Repairs & Replacement:

The District will incur expenses for irrigation repairs and replacements

Roads & Bridges Repairs:

The District will incur expenses for roads and bridge repair

Sidewalk Repairs & Replacement:

The District will incur expenses for sidewalk repair and replacement

Street Light Maintenance:

The District will incur expenses for street light maintenance

Vehicle Repairs & Maintenance:

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

Office Supplies: Field Operations:

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

Holiday Lights:

The District will incur expenses for annual holiday light displays

CERT Operations:

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

Community Maintenance:

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

Storm Clean-Up:

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

Payroll:

The District has 13 full time employees

Merit Pay/Bonus:

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

Payroll Taxes:

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

Health Insurance:

The District provides health insurance for eligible employees

Insurance: Workers' Compensation:

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

Payroll Services:**Mileage Reimbursement:**

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

Vehicle Allowance:

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

Amenity Management:

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

A/C Maintenance and Service:

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

Fitness Equipment Service:

The District will incur expenses for annual fitness equipment service

Music Licensing:

The District will incur expenses for use music

Pool/Spa Permits:

The District will incur expenses for annual permits

Pool Chemicals:

The District will incur expenses for chemicals to treat the pool

Pest Control:

The District will incur expenses for pest control in facilities

Amenity Maintenance:

The District will incur expenses for amenity maintenance --normally items that are underbudgeted (e.g. spa heater at Creekside; oven at the café, outdoor audio speaker at Village Center)

Special Events:

The District will incur expenses for special events throughout the year

Gate Access Control Staffing:

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

Additional Guards:

The District budgets for additional guards if the need arises

Guardhouse Facility Maintenance:

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

Gate Communication Devices:

The District purchases "clickers" for resident's purchase

Gate Operating Supplies:

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

Fire & Security System:

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