



Advanced Meeting Package

Regular Meeting

*Thursday
March 19, 2026
9:00 a.m.*

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

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

Grand Haven Community Development District

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

Board of Supervisors
Grand Haven Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Grand Haven Community Development District is scheduled for **Thursday, March 19, 2026, at 9:00 a.m.** at the **Grand Haven Room**, at the **Grand Haven Village Center**, located at **2001 Waterside Parkway, Palm Coast, Florida 32137**.

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

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

Sincerely,

David McInnes

David McInnes
District Manager



Community Development District

Meeting Date:	Thursday, March 19, 2026	Ways to Follow Meeting:	Zoom – Listen Only
Time:	9:00 AM	Call-in Number:	+1 (929) 205-6099
Location:	Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137	Meeting ID:	705 571 4830#
		Zoom Link:	Zoom Link

Revised Agenda

I. Call to Order/ Roll Call

II. Pledge of Allegiance

III. Audience Comments – *The Audience Comment portion of the agenda is where individuals who are present may make remarks on matters that concern the District. Please note:*

- *Participation shall be in accordance with Section 286.0114, Florida Statutes;*
- *Each speaker is limited to three (3) minutes for remarks;*
- *It is proper meeting etiquette to silence all electronic devices, including cell phones, during a Board meeting or workshop;*
- *Speakers are expected to refrain from personal attacks on the Board of Supervisors or Staff;*
- *The Board of Supervisors or Staff are not obligated to provide an immediate response as some issues require research, discussion and deliberation;*
- *Other matters of concern may be discussed during a meeting or workshop as determined by the Grand Haven Community Development District Board of Supervisor;*
- *If the comment concerns a maintenance related item, it should be first addressed with the Operations Supervisor outside of the context of the meeting.*

IV. Presentation of Proof of Publication(s)

[Exhibit 1](#)
[Pgs. 7-8](#)

V. Presentations

- A. Fact Finding Group on Zero Based Budgeting – Supervisor Chism [Exhibit 2](#)
[Pgs. 10-11](#)

VI. Staff Reports

- A. District Engineer: David Sowell – *Time Certain: 9:05 a.m.*
- B. Amenity Manager: John Lucansky – *To Be Distributed* [Exhibit 3](#)
- C. Operations Supervisor: Vanessa Stepniak
1. Presentation of Capital Project Plan Tracker [Exhibit 4](#)
[Pg. 14](#)
2. Monthly Report [Exhibit 5](#)
[Pgs. 16-19](#)
- D. District Counsel: Scott Clark [Exhibit 6](#)
[Pg. 21](#)
- E. District Manager: David McInnes
1. Meeting Matrix [Exhibit 7](#)
[Pgs. 23-28](#)
2. Action Item Report [Exhibit 8](#)
[Pgs. 30-33](#)
3. Consideration of Suspension of Resident’s Amenity Privileges
– *Under Separate Cover*

VII. Consent Agenda Items

- A. Consideration for Acceptance – The February 2026 Unaudited Financial Report [Exhibit 9](#)
[Pgs. 35-41](#)
- B. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held February 5, 2026 [Exhibit 10](#)
[Pgs. 43-48](#)
- C. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held February 19, 2026 [Exhibit 11](#)
[Pgs. 50-54](#)

VIII. Public Hearing – Repeal Rule II

- A. Open the Public Hearing
- B. Presentation of Rule II [Exhibit 12](#)
[Pgs. 56-78](#)
- C. Open the Public Comments
- D. Close the Public Hearing
- E. Consideration & Adoption of **Resolution 2026-03**, Repealing Rule II [Exhibit 13](#)
[Pgs. 80-81](#)

IX. Business Items

- A. Consideration & Adoption of **Resolution 2026-04**, Decreasing Non-Resident Amenity Memberships [Exhibit 14](#)
[Pgs. 83-84](#)
- B. Consideration of VerdeGo Leaf Clean Up Proposals [Exhibit 15](#)
[Pgs. 86-89](#)

X. Discussion Topics

- A. Presence of Law Enforcement at Meetings & Workshop
- B. Procurement Policy & Capital Projects
- C. Staff Recommended FY 2026-2027 Budget – *To Be Distributed*
- D. Nighttime Swimming at the Village Center
- E. Pending Supervisor Led Projects

XI. Supervisors' Requests

XII. Action Items Summary

XIII. Meeting Matrix Summary

XIV. Adjournment

EXHIBIT 1

**NOTICE OF PUBLIC HEARING TO
CONSIDER REPEAL OF RULES BY
GRAND HAVEN COMMUNITY
DEVELOPMENT DISTRICT**

In accordance with Chapters 190 and 120, Florida Statutes, the Grand Haven Community Development District ("District") hereby gives notice of a public hearing on proposed repeal of Chapter 2 the District's Rules of Procedure regarding **Water and Wastewater Regulations**.

The purpose and effect of the proposed repeal is to eliminate the rule as being obsolete, since the water and wastewater facilities were sold in 2005. Specific legal authority for the proposed amendment includes Sections 190.011(5), 190.012(3), 120.54, and 120.81, Florida Statutes (2025).

A copy of the rule proposed for repeal may be obtained by contacting the District Manager at 250 International Parkway, Suite 208, Lake Mary, FL 32746, (321) 263-0132 ext. 193, or by email at

dmcinnes@vestapropertyservices.com ("District Office"). A public hearing will be conducted by the Board of Supervisors of the Grand Haven Community Development District ("District") on **March 19, 2026, at 9:00 a.m.** at the Grand Haven Room, Grand Haven Village Center, 2001 Waterside Parkway, Palm Coast, Florida 32137.

If anyone chooses to appeal any decision of the District's Board with respect to any matter considered at the hearing, such person is required to have a verbatim record of the proceedings including the testimony and evidence upon which such appeal is to be based and should ensure that such a record is made accordingly.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this hearing is asked to advise the District Office at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, which can aid you in contacting the District Office.

District Manager

Grand Haven Community Development District

7763-336084

Feb. 19, 2026

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

Notice is hereby given that a regular meeting of the Board of Supervisors of the Grand Haven Community Development District (the "**District**") will be held on Thursday, March 19, 2026, at 9:00 a.m. at the Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137. The purpose of the meeting is to discuss any topics presented to the board for consideration. Copies of the agenda may be obtained from the District Manager, Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746, Telephone (321) 263-0132, Ext.193.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued in progress without additional notice to a date, time, and place to be specified on the record at the meeting.

There may be occasions when Staff and/or Supervisors may participate by speaker telephone.

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

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

Grand Haven Community Development District

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

7763-338698

Mar. 12, 2026

EXHIBIT 2

At our Team's inception, we were charged by the Board with developing a repeatable budget process with an emphasis to determine if Zero Based Budgeting (ZBB) might be helpful in its incorporation as a process step. The Team began its fact-finding mission in June 2025, trying to create a "roadmap" of what we needed to get where we were going. One thing that became immediately apparent to all Team members was that we first needed a directional focal point and that creating codified CDD Budget Policies was the place to begin. Each Team member had prior extensive professional business experience creating budgets for our respective companies, but actually never had the direct responsibility to create the budget policies under which we worked. It took a while but we finally created individual budget policies for a Balanced Budget, Reserve Funds, Long Term Focus, Prioritization, Transparency & Accountability and Personnel Management.

We also learned from questioning residents "what" they expected from a CDD budget. More than once the observation from them was that any budget process using a fixed percentage increase results in more distrust from their perspective and that "transparency" was fully expected.

Initially, the Team launched into dissecting the entire CDD annual budget and discovered that essentially 81% of the annual expenses were located among only 10 individual fixed price accounts (including accelerators). An "accelerator" example might be a COLA price increase or a bonus amount for completing a project under schedule or final cost.

The fact that such a major part of the CDD budget was contained in such a small number of contracts actually made the challenge a lot easier than originally anticipated. It also indicated that ZBB was essentially already available.

Subsequently, the Team created a fairly simplistic budget process that emphasized the Board's obligation to annually distinguish among expense line items indicating each expense as either Mandatory (Must Do), Would like To Do (Want to) and Discretionary (Would do if funds were available). Further analysis also indicated that this process was effective and expandable to include nearly 88% of the annual CDD budget. The Team concluded that the budget process was repeatable and could easily involve the Board as more than just an "approve/disapprove" participant, especially when debating expense categories of mandatory, like to do and discretionary expenses.

Additional Team analytical findings were:

- Some contracts are in extensions allowing vendors to change rates (or increase rates) or have not been renegotiated in years. While there are provisions to exit contracts of this nature, it is often difficult to immediately locate a replacement contractor.
- The contract database needs a full review as some contracts are missing or have parts that are unaccounted for. (This goes back years and is also a result from a lack of contract retention process). Vanessa has been the one trying to get this under control but has had little help and find it time consuming.
- The use of available "government purchasing tools" should be implemented.

- Staff hours are not tracked to any specific project they work. There are log books for work but hours are not tracked in the accounting system. This makes it difficult to evaluate potential staff expense savings versus use of vendors.

While we are not making recommendations to the Board, here are some actions that we believe are necessary and can be implemented fairly quickly.

- Complete a review of major contracts. For those that are beyond the initial contract term and do not require rebid by state law, review pricing with vendors and set fixed rates or price for service for multiple years (if possible or at least through next budget cycle). The other option is to rebid or at least suggest a rebid. Examples are:
 - Guard One (been at the same rates for years)
 - Solitude (A review of their services provided and current contract terms is necessary as the Team did not complete this task.)
- Establish procedures for obtaining multiple bids for work over \$50K (if only one bidder, prepare a summary of justification to Board).
- Implement a full contract review to ensure all contract documents are in both digital and hardcopy form and are controlled by the CDD and on CDD systems. (An example of missing information is there is no Exhibit E regarding the specific service requirements in the VerdeGo contract. The only document provided was the RFP response but it is not contained as part of the contract, nor referenced in it.)
- Implement a real staff performance review process using measurable standards from position descriptions to assess employees.

Budgeting process

- Use contract pricing with fixed prices to set 80-90% of the budget.
- For contracts with rate-based costs, use the last year cost and usage to establish a current budget modified by known increases or decreases in work-based demands on specific tasks.
- Hold costs at the prior year budget if there have been no changes or no spending on the specific line item.
- Require quotes (or estimates) for new costs (i.e. Storm system, oak tree remediation)
- Apply COLA parameters for staff annual performance increases and bonuses.

Budgeting is not a complex process when there are absolute and easily understood policies in place and there are defined repeatable and codified procedures established and good metrics to assess contractor and employee performance.

I believe our Team members did an outstanding job and deserve recognition for their work and the voluminous time that they devoted. I may have been the Team Leader, but most of my time was spent coordinating the meetings, setting the agenda, and resolving conflicting positions. Rich, Tony and Bob did all the heavy lifting and hard work...

Regards,
John Chism Supervisor 4

EXHIBIT 3

EXHIBIT 4

GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY2025/2026 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER
03/11/2025

Line	Description	Budgeted Cost	Variance (+/-)	Invoiced Amount	Final Cost	Comments/Notes	Completed
1	Gate & Gate Operator - Replacement	\$13,401		\$1,833		Second order placed 2/25/26	
2	Concrete Curb and Gutter Replacement	\$60,000		\$9,122		In progress by CDD staff	
3	Concrete Replacement	\$20,000		\$13,083		In progress by CDD staff	
4	Repairs Prior to Roadwork	\$75,000					
5	Firewise Projects	\$57,758		\$45,600		In progress under the direction of the District Horticulturist	
6	Road Repairs	\$33,502					
7	Camera and DVR Replacement	\$12,061		\$8,100		Next round scheduled for installation 3/13/26	
8	Storm Water Pipe Repairs & Replacements	\$200,000					
9	Pond Bank Erosion Issues	\$39,344	-\$9,744	\$29,600	\$29,600	Completed 02/17/2026	x
10	Tiki Hut Furniture	\$5,500				Evaluating options and requesting quotes from vendors	
11	Drinking Fountain, Outdoor - Clubhouse ((CAC))	\$1,801	-\$18	\$1,782	\$1,782	Completed 12/22/2025	x
12	Irrigation Pump/Motor, 50 Hp	\$56,861					
13	Lake Aerator (Annual)	\$40,228		\$14,396		Installation scheduled for 3/16/2026	
14	Landscape Enhancements-Annual Reinvestment	\$59,703		\$40,020		In progress under the direction of the District Horticulturist	
15	Monument and Mailbox Replacements	\$25,000		\$16,801		Mailboxes ordered for Pine Harbor Village	
16	Trellis, PT Wood - Clubhouse (CAC)	\$10,775				Estimate approved - pending contract execution	
17	Street Signs and Poles, Replacement	\$10,000		\$4,627		First round of signs received 1/6/2026	
18	Shelter Fabric, Recover - (VC) Tennis Court	\$1,493		\$1,400		Order placed 03/04/2026. Vendor is ordering materials.	
19	Roadway	\$145,600				Seeking proposals from multiple vendors	
20	Pavers, Interlocking - Front St Esplanade Entrances (3 t	\$60,001				Seeking proposals from multiple vendors	
21	Meter/Breaker Box Repair & Replacement	\$23,000				Estimate approved - pending contract execution	
22	Tree Removal	\$84,000				Scheduled to begin in March 2026	
23	Pergola Reconstruction		\$171,592	\$94,376		Project scheduled to be completed 3/23/26	
24	Callboxes		\$49,364	\$49,364	\$49,364	Completed 11/04/25	x
25	Curb/Gutter Replacement (Cline)		\$45,573	\$45,573	\$45,573	Completed 11/10/25.	x
26							
27	Totals:	\$1,035,027	\$256,767	\$375,676	\$126,320		

EXHIBIT 5

Monthly Operations Report

Prepared by: Vanessa Stepniak, Operations Supervisor

Submitted: March 11th, 2026

OVERVIEW

This month, Operations supported capital projects, completed preventative maintenance, and promoted operational efficiency. Field staff handled repairs and inspections, while office staff implemented new technology and processes. Coordination with the City of Palm Coast secured community as-built plans.

PROJECT STATUS REPORT – Pergola Reconstruction, Village Center

Cap/O &M	Budget Amt	Contr Date	Sched Start Date	Act Start Date	Sched Comp Date	Cur % Comp	Amt Paid to Date	Act Com Date	Act Final Cost	Budget Var	Expl of Var
Cap	\$171,592	8/20/25	1/26/26	1/27/26	3/23/26	80%	\$94,375.53				

Pergola Reconstruction – Village Center

Status: On Schedule

Overall Completion: 80%

Budget: \$94,375.53 expended of \$171,592 approved

Progress to Date:

The contractor has completed installation of all metal flanges on the concrete pillars. All vertical beams have been installed. The contractor is finishing installation of the horizontal beams on 03/11/2026.

Next Steps:

- Installation of decorative arches
- Electrical work will begin once the structural components are completed

Pond Bank Reinforcement Installations – Osprey Circle

Status: Completed

Overall Completion: 100%

Project Start Date: 02/09/2026

Project Completion Date: 02/17/2026

Total Project Budget: \$39,344

Total Amount Paid: \$29,600 (includes 1.5 pallets of sod, billed per contract)

Project Scope:

Installation of coquina rock reinforcement along pond banks at two locations on Osprey Circle to address erosion and reinforce pond bank stability.

Progress to Date:

The contractor began work as scheduled on February 9, 2026. The pond bank reinforcement project was completed on February 17, 2026, including sod replacement where disturbed during construction., including sod replacement where it was disturbed during construction.

Contractor Update:

The contractor confirmed the project was completed on schedule, and all work was performed in accordance with the contract.

Aerator Installations – Ponds 23 and 28

Status: Contract Executed – Installation Scheduled

Budget: \$14,396 expended of \$24,673 approved

Installation Date: Scheduled for 03/16/2026 (estimated 1 day to complete)

Project Scope:

Installation of aeration systems in Pond 23 on Riverbend Drive, and Pond 28 on N. Waterview Drive.

Progress to Date:

The Board approved the proposal at the 02/05/2026 meeting. The contract was executed on 02/11/2026. Electrical work for both ponds has been completed.

Next Steps:

- Aerator installation scheduled for 03/16/2026 (estimated one day)

Creekside Trellis Replacement – Creekside Amenity Center

Status: Estimate Approved – Pending Contract Execution

Approved Amount: \$8,700

Total Project Budget: \$10,775

Amount Paid to Date: \$0

Project Scope:

Labor and materials to demolish, remove, and replace the existing cedar trellis at the Creekside Amenity Center. The contractor will dispose of the existing structure and construct a new cedar trellis in its place.

Progress to Date:

A proposal from S.E. Cline Construction was approved in the amount of \$8,700. The contract was drafted by District Counsel and sent to the contractor for review on 03/09/2026.

Next Steps:

- Execute contract
 - Contractor to provide anticipated start date
 - Schedule demolition and installation of the new trellis
-

Meter / Breaker Box Repair and Replacement – Community Common Areas

Status: Estimate Approved – Pending Contract Execution

Approved Amount: \$8,717

Total Project Budget: \$23,000

Amount Paid to Date: \$0

Project Scope:

Repair and replacement of electrical panels, meter boxes, and mounting posts at ten locations throughout community common areas. Each location requires a different combination of improvements depending on site conditions.

Additional Information:

Two of the locations will require electrical permits. The cost of the permits will be added to the final project invoice.

Next Steps:

- Execute contract
- Obtain required permits for applicable locations
- Contractor to schedule repairs and replacements

Operations & Maintenance Highlights

- Sidewalk and curb repairs progressing on Waterside Pkwy and Ibis Ct. N.
- Loop sensor at main gate exit replaced by vendor. Field staff removed and reinstalled pavers.
- Pothole at Creekside Dr & N. Village Pkwy temporarily patched by field staff. Permanent repair planned by contractor.
- Monthly preventative maintenance completed. Minor bridge repairs, monument lighting repairs, and paint touch-ups were performed.
- Bocce ball courts leveled for beginning of league season.
- Power washing in many areas, including Front Street Park, North Gate entrance, and Pine Harbor common areas.
- Acoustic tiles for Waterside Café ordered (\$12,325.32); shipping pending.
- Office staff trained on a purchasing cooperative's e-commerce platform and are actively using it.
- As-built plans for the community received after meeting with City of Palm Coast.

EXHIBIT 6

GRAND HAVEN MEETING ATTORNEY REPORT LIST (3/19/26)

1. Golf Course

This matter is ongoing, and any new information or updates will be provided

2. Chapter 2 Repeal

The public hearing for repeal of Chapter 2 of the Rules of Procedure has been advertised and is on the current agenda.

3. Non-Resident Amenity Memberships

The resolution in this matter was carried over from the February meeting. It has been revised per Board direction and is in the agenda package.

4. Vesta Management Agreement

Discussions are ongoing regarding the amended agreement with Vesta regarding the revised agreement for certain management administrative services.

5. Attorney Fee Tracker

February 2026 fees: \$12,837.50

Over/Under Budget: \$3,537 (year to date)

EXHIBIT 7

GRAND HAVEN MEETING AGENDA MATRIX

April, 2026			
	Regular Meeting: 4/16	<i>Accepting Supervisor Brazen's Resignation & Declaring Seat #1 Vacant</i> <i>Appointment to Seat #1</i> <i>Presentations</i> <i>Staff Reports</i> 1. District Engineer 2. District Counsel 3. District Manager <i>Consent Agenda Items</i> 1. Meeting Minutes—3/19/2026 Regular Meeting 2. Unaudited Financials—March 2026 <i>Business Items</i> <i>Discussions</i> 1. 10 Year Plan Updates 2. Pending Supervisor Led Projects	

GRAND HAVEN MEETING AGENDA MATRIX

May, 2026	Workshop 5/7	<i>Presentations</i> <i>Discussions</i> 1. FY 27 Budget Finalization 2. 10 Year Plan Updates 3. Bike use at the Village Center (from the 2/19/2026 Regular Meeting) 4.. Pending Supervisor Led Projects	
	Regular Meeting: 5/22	<i>Presentations</i> <i>Staff Reports</i> 1. District Engineer 2. District Counsel 3. District Manager <i>Consent Agenda Items</i> 1. Meeting Minutes—4/16/2026 Regular Meeting 2. Unaudited Financials—April 2026 <i>Business Items</i> 1. Approval of the FY 26 Budget <i>Discussions</i> 1. 10 Year Plan Updates 2. Pending Supervisor Led Projects	

GRAND HAVEN MEETING AGENDA MATRIX

June, 2026			
	Regular Meeting: 6/18	<i>Presentations</i> <i>Staff Reports</i> 1. District Engineer 2. District Counsel 3. District Manager <i>Consent Agenda Items</i> 1. Meeting Minutes 1a. 5/7/2026 Workshop 2a. 5/22/2026 Regular Meeting 2. Unaudited Financials—May 2026 <i>Business Items</i> <i>Discussions</i> 1. 10 Year Plan Updates 2. Pending Supervisor Led Projects	

GRAND HAVEN MEETING AGENDA MATRIX

July, 2026			
	Regular Meeting: 7/16	<i>Presentations</i> <i>Staff Reports</i> 1. District Engineer 2. District Counsel 3. District Manager <i>Consent Agenda Items</i> 1. Meeting Minutes—6/18/2026 Regular Meeting 2. Unaudited Financials—June 2026 <i>Business Items</i> <i>Discussions</i> 1. 10 Year Plan Updates 2. Pending Supervisor Led Projects	

GRAND HAVEN MEETING AGENDA MATRIX

<i>Unscheduled Items</i>	<i>Future Workshop Issues:</i> • 1. Future of Amenities Discussion • 2. 10-year Landscape Enhancements (Louise) • 3. Budget Reduction Suggestion by Residents • 4. Presentation by Amenity Manager on Future Amenity Ideas • 5. Framework for Sports Professional • 6. Bullet Point Guidelines for Residents to Follow Regarding Pond Bank Matters • 7. Word Search for Certain Documents (Minutes and Resolutions) • 8. Dog Park Possibility at Creekside <i>Future Meeting Issues:</i> • 1. 10-Year Plan Presentation to Residents • 2. MBS Capital Markets LLC (Bond Underwriter) • 3. Review of Ponds 1 & 2 Opening for Fishing (August Regular Meeting)	• 1. 11/6/2025 meeting request from Dr. Merrill • 2. 11/6/2025 meeting request from Dr. Merrill • 5. John Lucansky to provide suggested framework • 6. 9/19/2024 Meeting: Louise to research and provide guidelines (bullet point fashion) • 3. Part of motion made at the 2/5/2026 meeting
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Future Workshop Issues:

- 1. Future of Amenities Discussion
- 2. 10-year Landscape Enhancements (Louise)
- 3. Budget Reduction Suggestion by Residents
- 4. Presentation by Amenity Manager on Future Amenity Ideas
- 5. Framework for Sports Professional
- 6. Bullet Point Guidelines for Residents to Follow Regarding Pond Bank Matters
- 7. Word Search for Certain Documents (Minutes and Resolutions)
- 8. Dog Park Possibility at Creekside

Future Meeting Issues:

- 1. 10-Year Plan Presentation to Residents
- 2. MBS Capital Markets LLC (Bond Underwriter)
- 3. Review of Ponds 1 & 2 Opening for Fishing (August Regular Meeting)

- 1. Future of Amenities Discussion
- 2. 10-year Landscape Enhancements (Louise)
- 3. Budget Reduction Suggestion by Residents
- 4. Presentation by Amenity Manager on Future Amenity Ideas
- 5. Framework for Sports Professional
- 6. Bullet Point Guidelines for Residents to Follow Regarding Pond Bank Matters
- 7. Word Search for Certain Documents (Minutes and Resolutions)
- 8. Dog Park Possibility at Creekside

Future Meeting Issues:

- 1. 10-Year Plan Presentation to Residents
- 2. MBS Capital Markets LLC (Bond Underwriter)
- 3. Review of Ponds 1 & 2 Opening for Fishing (August Regular Meeting)

- 1. 10-Year Plan Presentation to Residents
- 2. MBS Capital Markets LLC (Bond Underwriter)
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- 1. 11/6/2025 meeting request from Dr. Merrill
- 2. 11/6/2025 meeting request from Dr. Merrill
- 5. John Lucansky to provide suggested framework
- 6. 9/19/2024 Meeting: Louise to research and provide guidelines (bullet point fashion)
- 3. Part of motion made at the 2/5/2026 meeting

GRAND HAVEN MEETING AGENDA MATRIX

SUBJECT	NOTES
Communications (FY 23-FY 24 Goal)	Ten year plan presentation—on Hold
Safety and Security (FY 23-FY 24 Goal)	Plan for more perimeter fencing: Flagler County seeking funding alternatives. 10/5/2023 workshop added the matter of sound barrier walls; 1/4/2024 workshop: Barry provided rough estimate: 6/6 workshop update from Supervisor Crouch. County to repair fencing along Colbert Lane
Café' Renovations (FY 23-FY 24 Goal)	Completed
Vesta's Participation in Café (FY 23-FY 24 Goal)	Completed
Parking Lot (FY 23-FY 24 Goal)	3/20/2025: Board voted to end project
What to do with Parcel K (FY 23-FY 24 Goal)	Ongoing
Parcel next to Golf Course (Easement) (FY 23-FY 24 Goal)	Ongoing
Banking Oversight (FY 23-FY 24 Goal)	Ongoing
Oak Tree Management (FY 23-FY 24 Goal)	Ongoing
Dog Park (FY 23-FY 24 Goal)	Minimal upgrades: (10/19/2023 Meeting);--Pending Further Discussion by Board
Review/revise employee benefit program (FY 25-FY 26 Goal)	Done
Reserve Study (FY 25-FY 26 Goal)	Done
Pond and Tree Programs (FY 25-FY 26 Goal)	Underway
CDD Managerial Staff (recommendations from DM, OS and OM) (FY 25-FY 26 Goal)	Underway
Barrier System for Feral Hogs (establish a FFG) (FY 25-FY 26 Goal)	Underway (FFG)
Landscaping company for all of Grand Haven (discuss with Louise) (FY 25-FY 26 Goal)	
Analysis of Grand Haven (Supervisor Foley) (FY 25-FY 26 Goal)	3/6/2025: Board decided to pause this matter
Emergency Exit for Wild Oaks (FY 25-FY 26 Goal)	On Hold (2/5/2026 Regular Meeting)

EXHIBIT 8

Date of Action Item	Action Item	Status
	DISTRICT MANGER SECTION	
2/19/2026	DM team to review FY 27 budget and make recommendations at next board meeting	
2/19/2026	DM (Mac): Review traffic issues on Marlin and Sailfish (including but not limited to speed control devices)	
XXXXXXXXXXXX XXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXX	XXXXXXXXXXXXXXXXXXXX XXXXXX
	OPERATIONS MANAGER/OPERATIONS SUPERVISOR SECTION	
2/1/2024	OM to obtain proposal for surveying boundary for all of Grand Haven	Paused
4/18/2024	OM to review operational performance of stormwater structures	Underway
6/20/2024	OM to provide Board with feedback from employees on current benefits	Underway
7/18/2024	OS to visit 2 other CDDs each year to see how they operate and to speak with their staff regarding matters of interest	
7/18/2024	OM and OS review information provided by Grand Haven resident at a recent meeting regarding how the community of Celebration deals with minimizing potential sidewalk and roadway damage from Oak Trees	
9/5/2024	OS--Louise to contact IFAS to see if new treatment is available for duckweed (memo back to Board on findings)	

9/19/2024	OS--Louise to research and provide guidelines (bullet point fashion) for residents to follow around ponds. These will be discussed in a future workshop before being disseminated to residents	
9/30/2024	OM to establish replacement process for District Assets	
9/30/2024	OM/OS to place signage on bathroom doors stating "Resident Use Only"	
11/7/2024	OS to provide suggestions to limit golf course users from accessing and using District amenities	
4/17/2025	OM to proceed with obtaining a proposal for emergency exit in Wild Oak	Paused
10/16/2025	OS: Send E-Blast in May. 2026 regarding qualifying for Board seat during June qualifying period with Supervisor of Elections	
11/6/2025	OM to provide updated amounts for paver/sidewalk damage at golf course	
11/6/2025	OM to provide pricing for in-house vs. hiring outside vendor for dog park drainage project	On hold
11/6/2025	OS/Amenity Manager to send out E-Blasts about parking at Village Center	
11/6/2025	OS (Louise) to provide 10-year landscape enhancement plan	
12/4/2025	OM to speak with DC regarding leaf pick up restraints	
12/4/2025	OM to obtain proposal for purchase of leaf pick up vehicle and proposal for vendor for leaf pick up	Underway

12/4/2025	OM to work with DE on paving proposals for FY 26	Underway
12/4/2025	OS to work with FFG on Zero Based Budgeting for Contract Tracking and Updates	Underway
1/15/2026	OM to review specs of installation of ceiling tiles to see if staff can do installation and to see if the reduction in noise level can be guaranteed	Done
1/15/2026	OS to E-Blast Supervisor Foley's statement of GHMA position on Oak Trees	
2/5/2026	OS to check on company to do inspection of storm water pipes near trees to be removed (in pilot project) and report back to the Board if they can do work and the cost of such work	FFG in Progress
2/5/2026	OS to obtain quote for roving security patrol	
2/5/2026	OS to obtain proposals for pedestrian gates where needed	
XXXXXXXXXXXX XXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXX XXXXXX
	DISTRICT ENGINEER SECTION	
11/6/2025	DE to provide proposal for Dog Park Drainage Plan Design	12/4/2025: Board voted for DE to stop work on this proposal (if not already done)
2/5/2026	DE to contact paving companies regarding the FY 25 paving program (Waterside Parkway) to see if project can be below \$300,000	

XXXXXXXXXXXX XXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXX
	BOARD SECTION	
3/21/2024	Dr. Merrill (in conjunction with DC when needed) to see about future plans for Escalante	Underway
12/4/2025	Supervisor Chism to provide list of action items from FFG on Zero Based Budgeting	
XXXXXXXXXXXX XXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXX
	DISTRICT COUNSEL SECTION	
1/19/2023	DC to work with City of Palm Coast to determine current storm clean up protocol and to provide a new MOU if possible	Underway
4/18/2024	DC to review agreements with Escalante versus current operational processes	Underway
8/1/2024	DC to write a letter to Escalante regarding the District's desire that they enhance their pond banks maintenance by abiding by Best Management Practices and to list in the letter examples that Louise is to provide of things she has done (and costs incurred) due to the lack of following BMPs.	On hold
2/19/2026	DC to provide updated Resolution 2026-03 for the March meeting	

EXHIBIT 9

*Grand Haven
Community Development District*

*Financial Statements
(Unaudited)*

February 28, 2026



Grand Haven CDD
Balance Sheet
February 28, 2026

	General Fund	Special Revenue Fund	Total
1 Assets:			
2 Valley National Bank - Operating	7,151,482	-	7,151,482
3 Truist - Operating	14,536	-	14,536
4 SBA 161601A	8,313	-	8,313
5 Interest Receivable	-	-	-
6 Accounts Receivable	6,143	-	6,143
7 Assessments Receivable	379,821	83,309	463,130
8 Due From Other Funds	-	1,909,183	1,909,183
9 Deposits	110	-	110
10 Prepaid Items	17,468	-	17,468
11 Total Assets	\$ 7,577,874	\$ 1,992,492	\$ 9,570,366
12 Liabilities:			
13 Accounts Payable	\$ 138,837	\$ (119)	138,718
14 Deferred Revenue	379,821	83,309	463,130
15 Due to Other Funds	1,909,183	-	1,909,183
16 Total Liabilities	2,427,841	83,190	2,511,031
17 Fund Balance:			
18 Non-Spendable:			
19 Prepaid & Deposits	17,578	-	17,578
20 Assigned:			
21 Operating Capital	-	-	-
22 Disaster *	-	-	-
23 Unassigned	5,132,454	1,909,302	7,041,756
24 Total Fund Balance	5,150,033	1,909,302	7,059,335
25 Total Liabilities & Fund Balance	\$ 7,577,874	\$ 1,992,492	\$ 9,570,366

* \$158,810 (Hurricane Ian) and \$223,884 (Hurricane Milton)

Grand Haven CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2025 to February 28, 2026

	FY 2026 Adopted Budget	FY 2026 Month of February	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
1 REVENUES					
2 Assessments Levied					
3 Assessment Levy - General Fund	4,642,810	\$ 184,813	\$ 4,263,559	\$ (379,251)	92%
4 Assessment Levy - Lavista Landscape	4,000	159	3,673	(327)	92%
5 Assessment Levy - Escalante	2,973	118	2,730	(243)	92%
6 Additional Revenues					
7 Reuse Water	23,000	2,007	13,365	(9,635)	58%
8 Gate & Amenity Guest	9,000	1,113	9,229	229	103%
9 Tennis	500	140	684	184	137%
10 Room Rental & Rec Center Fee	2,000	-	697	(1,303)	35%
11 Interest - Investments	150,000	16,935	74,920	(75,080)	50%
12 Miscellaneous	-	38	3,833	3,833	-
13 TOTAL REVENUES	4,834,283	205,323	4,372,690	(461,593)	90%
14 EXPENDITURES					
15 ADMINISTRATIVE					
16 Supervisors - Regular Meetings	12,000	2,000	6,000	(6,000)	50%
17 Supervisors - Workshops	9,000	-	-	(9,000)	0%
18 District Management	46,634	26,386	41,931	(4,703)	90%
19 Administrative	12,396	1,033	5,165	(7,231)	42%
20 Accounting	25,597	2,133	10,665	(14,931)	42%
21 Assessment Roll Preparation	11,264	939	4,693	(6,570)	42%
22 Office Supplies	1,180	-	-	(1,180)	0%
23 Postage	4,104	-	276	(3,828)	7%
24 Audit	4,500	-	3,500	(1,000)	78%
25 Legal - General Counsel	170,000	18,665	59,935	(110,065)	35%
26 Engineering	45,796	-	2,874	(42,922)	6%
27 Engineering - Stormwater Analysis	5,000	-	-	(5,000)	0%
28 Legal Advertising	5,000	-	298	(4,702)	6%
29 Bank Fees	1,858	-	-	(1,858)	0%
30 Dues & Licenses	175	-	175	-	100%
31 Property Taxes	2,973	-	2,553	(420)	86%
32 Contingency	96,160	-	9,625	(86,535)	10%
33 TOTAL ADMINISTRATIVE	453,636	51,156	147,692	(305,945)	33%
34 INFORMATION & TECHNOLOGY					
35 IT Support	31,500	5,222	15,419	(16,081)	49%
36 Village Center & Creekside Telephone/Fax	8,459	811	4,055	(4,404)	48%
37 Village Center & Creekside Cable/Internet	17,200	1,644	8,054	(9,146)	47%
38 Wi-Fi for Gates/Hot Spots	32,897	1,341	6,401	(26,496)	19%
39 Cell Phones	8,977	418	2,179	(6,798)	24%
40 Website Hosting & Development	1,912	-	-	(1,912)	0%
41 ADA Website Compliance	1,500	-	758	(743)	51%
42 Communications: E-Blast	631	-	248	(383)	39%
43 TOTAL INFORMATION & TECHNOLOGY	103,077	9,435	37,114	(65,963)	36%
44 INSURANCE					
45 Insurance	142,000	-	140,907	(1,093)	99%
46 TOTAL INSURANCE	142,000	-	140,907	(1,093)	99%
47 UTILITIES					
48 Electric:					
49 Electric Services - #12316, 85596, 65378	9,564	982	4,768	(4,796)	50%
50 Electric - Village Center #18308	44,638	3,462	15,966	(28,671)	36%
51 Electric - Creekside #87064, 70333	32,019	2,062	8,823	(23,196)	28%

Grand Haven CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2025 to February 28, 2026

		FY 2026 Adopted Budget	FY 2026 Month of February	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
52	Streetlights	32,429	2,501	11,900	(20,528)	37%
53	Propane - Spas/Café	60,000	5,204	29,423	(30,577)	49%
54	Garbage - Amenity Facilities	19,186	2,025	9,029	(10,157)	47%
55	Water/Sewer:					
56	Water Services	180,000	14,545	90,245	(89,755)	50%
57	Water - Village Center #324043-44997	25,000	2,025	8,765	(16,235)	35%
58	Water - Creekside #324043-45080	14,000	1,225	5,101	(8,899)	36%
59	Pump House Shared Facility	10,000	645	24,243	14,243	242%
60	TOTAL UTILITIES	426,836	34,675	208,265	(218,572)	49%
61	FIELD OPERATIONS					
62	Stormwater System:					
63	Aquatic Contract	68,052	4,926	24,629	(43,424)	36%
64	Aquatic Contract - Lake Watch	7,663	-	-	(7,663)	0%
65	Aquatic Contract - Aeration Maintenance	5,049	-	644	(4,405)	13%
66	Stormwater system repairs & maintenance	18,403	-	-	(18,403)	0%
67	Property Maintenance:					
68	Horticultural Consultant	12,118	1,400	7,150	(4,968)	59%
69	Landscape Repairs & Replacement	50,444	1,523	12,285	(38,159)	24%
70	Landscape Maintenance - Contracted Services - VerdeGo	718,070	59,839	292,326	(425,744)	41%
71	Landscape Maintenance - Yellowstone	79,695	5,923	29,613	(50,083)	37%
72	Tree Maintenance - Oak Tree Pruning	52,730	-	41,600	(11,130)	79%
73	Lavista Landscape Restoration	4,000	-	-	(4,000)	0%
74	Optional Flower Rotation	26,750	-	-	(26,750)	0%
75	Irrigation Repairs & Replacement	42,800	2,581	8,719	(34,081)	20%
76	Streetlight Maintenance	10,795	37	2,372	(8,424)	22%
77	Vehicle Repairs & Maintenance	18,249	283	6,632	(11,617)	36%
78	Office Supplies - Field Operations	17,672	2,414	5,877	(11,794)	33%
79	Holiday Lights	6,000	-	2,714	(3,286)	45%
80	CERT Operations	535	-	438	(97)	82%
81	Community Maintenance	150,000	10,991	46,223	(103,777)	31%
82	Storm Clean-Up	32,819	-	-	(32,819)	0%
83	TOTAL FIELD OPERATIONS	1,321,843	89,915	481,220	(840,623)	36%
84	STAFF SUPPORT					
85	Payroll Expense	785,000	52,870	287,176	(497,824)	37%
86	Merit Pay/Bonus	45,000	-	13,862	(31,138)	31%
87	Payroll Taxes	63,100	9,361	47,354	(15,746)	75%
88	Employee Insurance	111,000	9,282	40,329	(70,671)	36%
89	Insurance - Workers' Compensation	30,000	-	11,499	(18,501)	38%
90	Payroll & PEO Services	34,000	33	7,341	(26,659)	22%
91	Mileage Reimbursement	8,000	242	1,300	(6,700)	16%
92	TOTAL STAFF SUPPORT	1,076,100	71,788	408,861	(667,239)	38%
93	AMENITY OPERATIONS					
94	Amenity Management	735,000	60,890	304,450	(430,550)	41%
95	A/C Maintenance & Service	23,521	-	5,089	(18,432)	22%
96	Fitness Equipment Service	3,400	-	425	(2,975)	13%
97	Music Licensing	4,580	-	4,374	(206)	96%
98	Pool/Spa Permits	1,104	-	-	(1,104)	0%
99	Pool Chemicals	28,446	4,027	19,786	(8,660)	70%
100	Pest Control	2,850	175	1,260	(1,589)	44%
101	Amenity Maintenance	168,525	14,410	71,001	(97,524)	42%
102	Special Events	17,418	1,150	5,880	(11,538)	34%
103	TOTAL AMENITY OPERATIONS	984,843	80,652	412,264	(572,579)	42%

Grand Haven CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2025 to February 28, 2026

	FY 2026 Adopted Budget	FY 2026 Month of February	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
104 SECURITY					
105 Gate Access Control Staffing	239,556	8,030	72,773	(166,784)	30%
106 Additional Guards	7,490	-	786	(6,704)	11%
107 Guardhouse Facility Maintenance	28,088	606	7,471	(20,616)	27%
108 Gate Communication Devices	11,814	-	3,276	(8,538)	28%
109 Gate Operating Supplies	31,500	142	2,244	(29,256)	7%
110 Fire & Security System	7,500	112	3,423	(4,077)	46%
111 TOTAL SECURITY	325,947	8,891	89,973	(235,974)	28%
112 TOTAL EXPENDITURES	\$ 4,834,283	\$ 346,512	\$ 1,926,295	\$ (2,907,988)	40%
113 REVENUES OVER (UNDER) EXPENDITURES	-	(141,188)	2,446,395	2,446,395	
114 OTHER FINANCING SOURCES (USES)					
115 Transfer In	-	-	-	-	
116 Transfer Out	-	-	-	-	
117 TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	
118 NET CHANGE IN FUND BALANCE	-	(141,188)	2,446,395	2,446,395	
119 Fund Balance - Beginning			2,703,638	2,703,638	
120 Fund Balance Forward			-	-	
121 FUND BALANCE - ENDING - PROJECTED	\$ -		\$ 5,150,033	\$ 5,150,033	

Grand Haven CDD

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the period from October 1, 2025 to February 28, 2026

	FY 2026 Adopted Budget	FY 2026 Month of February	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
1 REVENUES					
2 Assessments Levied (Net)	\$ 1,019,867	\$ 40,597	\$ 936,558	\$ (83,309)	92%
3 Interest	-	-	-	-	
4 Insurance Proceeds	-	-	-	-	
5 Fund Balance Forward	15,159	-	-	(15,159)	
6 TOTAL REVENUES	1,035,026	40,597	936,558	(98,468)	90%
7 EXPENDITURES					
8 Capital Improvement Plan (CIP)	1,035,027	143,383	356,328	(678,699)	34%
9 TOTAL EXPENDITURES	\$ 1,035,027	\$ 143,383	\$ 356,328	\$ (678,699)	34%
10 REVENUES OVER (UNDER) EXPENDITURES	(1)	(102,786)	580,230	580,231	
11 OTHER FINANCING SOURCES (USES)					
12 Transfer In	-	-	-	-	
13 Transfer Out	-	-	-	-	
14 TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	
15 NET CHANGE IN FUND BALANCE	(1)	(102,786)	580,230	580,231	
16 Fund Balance - Beginning			1,329,072	1,329,072	
17 Fund Balance Forward			-	-	
18 FUND BALANCE - ENDING - PROJECTED	\$ (1)		\$ 1,909,302	\$ 1,909,303	

Grand Haven CDD
Monthly Cash Positions
FY 2026

Institution	Type	October Balance	Rate	November Balance	Rate	December Balance	Rate	January Balance	Rate	February Balance	Rate	March Balance	Rate
BankUnited	DDA*	\$ 241,641	0.00%	-	0.00%	-	0.00%	-	0.00%	-	0.00%		
	ICS**	2,452,990	3.39%	5,528	3.39%	-	0.00%	-	0.00%	-	0.00%		
Valley National	DDA*	870,123	4.05%	4,355,535	3.80%	7,715,435	3.82%	7,370,408	3.08%	7,205,892	3.04%		
Florida Prime	Investment***	8,205	4.29%	8,233	4.15%	8,262	3.99%	8,289	3.88%	8,313	3.84%		
Truist	DDA*	8,598	0.01%	9,119	0.01%	9,837	0.01%	14,027	0.01%	14,536	0.01%		
Total Cash		\$ 3,581,557		\$ 4,378,416		\$ 7,733,534		\$ 7,392,724		\$ 7,228,740			

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Institution	Type	April Balance	Rate	May Balance	Rate	June Balance	Rate	July Balance	Rate	August Balance	Rate	September Balance	Rate
Valley National	DDA*												
Florida Prime	Investment***												
Truist	DDA*												
Total Cash													

* DDA's are covered by traditional FDIC up to \$250,000

** The ICS program balance is 100% covered by FDIC insurance

*** This cash is invested in high grade AAA short term paper

EXHIBIT 10

Ms. Reinhardt suggested that the stormwater drain project and the street tree project should be broken up into separate issues, rather than tackling both at once and risking further delays on addressing the more urgent drain system problems.

Ms. Shields asked for clarification on required thresholds set by the City of Palm Coast for the construction of second exits, noting that she had found municipalities in Florida requiring second exits after 50 homes were in a given subdivision.

FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)

Mr. McInnes noted that this meeting had originally been posted as a workshop meeting, but that the designation had been changed to a regular meeting and this had been advertised accordingly.

FIFTH ORDER OF BUSINESS – Presentation & Board Discussion

A. District Management Structure – Time Certain of 10:00 AM

Mr. McGaffney presented his proposal for boutique district management services to the Board, addressing their questions regarding oversight reporting, communication tools and strategies for resident relations, and long-term capital planning. Mr. McGaffney additionally provided an overview of a possible timeline for transition.

Dr. Merrill made a motion, seconded by Mr. Foley, to move forward with FCS Management Group's proposal for employment.

During discussion of the motion, Dr. Merrill asked about start dates, and Mr. McGaffney responded that he believed he could be ready to start in a week. Mr. Clark advised that he had previously provided legal advice to Mr. McGaffney for the formation of his management group company, and recommended that separate Counsel review the agreement prior to its execution to avoid any issues stemming from potential conflicts of interest.

During discussion of the motion, Mr. Chism stated that he agreed with the management structure concept as discussed, but that he planned on voting against approval due to there being no accountability measurements in the presented proposal, as well as the fact that the Board had only heard the one proposal.

On a MOTION by Dr. Merrill, SECONDED by Mr. Foley, with Dr. Merrill, Mr. Foley, Ms. Crouch, and Mr. Brazen voting "AYE", and Mr. Chism voting "NAY", the Board approved the FCS Management Group Proposal for Employment, with a start date set for February 12, 2026, for the Grand Haven Community Development District.

Following the motion, Dr. Merrill made a motion, seconded by Mr. Foley, to direct the District Manager to send a 30-day notice of termination to the Operations Manager.

During discussion of the motion, Mr. Brazen stated that he felt it was important to clarify that the position was being eliminated.

Dr. Merrill amended her motion to include that the position of Operations Manager was to be eliminated.

On a MOTION by Dr. Merrill, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved directing the District Manager to send a 30-day notice of termination to the Operations Manager and to eliminate the position, for the Grand Haven Community Development District.

Following the motion, Mr. McInnes asked for clarification as to whether the Board wished to have the current Operations Manager continue to serve in this role for the 30-day compensated termination period, or for the position's responsibilities and powers to be transferred. The Board requested that the current Operations Manager conclude services at Close of Business for the day

of the meeting, February 5, and for the Operations Supervisor to subsequently take on the Operations Manager duties on an interim basis.

On a MOTION by Mr. Foley, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved authorizing Vanessa Stepniak to fulfill the duties of Operations Manager on an interim basis, for the Grand Haven Community Development District.

Following the motion, Dr. Merrill suggested that Mr. Chism and his Fact-Finding Group develop a set of accountability measurements for the new management structure, which he agreed to. Mr. McInnes additionally stated that on-site staff would be brought in following the meeting to be briefed on the actions taken and structural changes approved, to alleviate any possible confusion or worries among current employees.

(The Board recessed the meeting at 11:27 a.m. and reconvened at 11:44 a.m.)

SIXTH ORDER OF BUSINESS – Business Items

A. Consideration of Solitude Lake Management Proposals

1. Exhibit 3: Pond 23 Aerator

On a MOTION by Ms. Crouch, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved the Solitude Lake Management Pond 23 Aerator proposal, in the amount of \$5,627.00, for the Grand Haven Community Development District.

2. Exhibit 4: Pond 28 Aerator

On a MOTION by Mr. Foley, SECONDED by Mr. Brazen, WITH ALL IN FAVOR, the Board approved the Solitude Lake Management Pond 28 Aerator proposal, in the amount of \$14,927.00, for the Grand Haven Community Development District.

3. Updated & Discussion on Underground Utilities Threat Mitigation & Relocation Plan

On a MOTION by Mr. Brazen, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board approved the Joshua's Tree Landscaping, Inc. Proposal, in the amount of \$29,000.00, for the Grand Haven Community Development District.

SEVENTH ORDER OF BUSINESS – Discussion Topics

A. District Engineering Services

1. FY 2026 Road Resurfacing Project Discussion with District Engineer – Time Certain of 9:05 AM

Mr. Sowell noted that one proposal had been received for road resurfacing but that this was significantly over budget. Comments were made recommending directly negotiating with a trusted vendor who was knowledgeable with the community and would be willing to work within the \$300,000 budget. Mr. Sowell stated that he would let the District Manager know when there was any updates to report back on.

B. Call with Ceiling Tile Vendor Regarding Questions on Guarantees on Noise Reduction Levels – Time Certain of 11:00 AM

Mr. Tayloe and Mr. Valizadeh presented their acoustic assessment findings from a Café site visit which indicated high amounts of reverb in the room, and in response to Board questions stated that measurements could be taken after installation and that their proposed agreement could include language guaranteeing a given degree of noise reduction. Mr. Tayloe agreed to send the suggested

contract language to the Amenity Manager, for consideration with a prepared proposal at the next meeting.

C. Emergency Exit at Wild Oaks – *Under Separate Cover*

The Board discussed costs and difficulties associated with potential wetland mitigation with the two parcels owned by the CDD through a water wetland buffer. Mr. Clark responded to comments concerning secondary exit requirements for subdivisions in Palm Coast, noting that the 30 home threshold did not appear to apply retroactively to older construction plans.

The Board opened the floor to audience comments.

Ms. Shields suggested alternatives to the wetland buffer zone for developing a secondary exit, including connections to Tuscan Gardens or otherwise using existing properties without Grand Haven CDD having to buy additional property.

D. Limit on the Number of Non-Resident Annual Members

Dr. Merrill recommended that the number of non-resident annual members be limited to its current number of 4 members, meaning that no additional memberships could be issued at this time. The Board expressed support for grandfathering in the current members, but differing opinions were voiced regarding allowing current members to renew once their membership expiration dates were reached. Mr. Clark stated that a resolution would be drafted and brought to the next meeting for consideration and adoption, with language to phase out the ability to sign up for or renew the memberships.

E. Opening of Ponds 1 & 2 for Fishing

The Board and District staff discussed the designation of Ponds 1 and 2 as retention ponds, as well as methods for enforcement for any trespassing violations in the area.

The Board opened the floor to audience comments.

Mr. Stratton spoke in favor of having some form of security roving guard measure/on-duty monitoring to ensure that the fishing areas were secure and comfortable for fishers and surrounding residents. Comments were heard suggesting that individuals fishing at these areas be required to carry ID cards that could be presented when asked.

Mr. Crutchley noted his concerns with previous suggestions that residents pitch in and report or request the removal of suspected trespassers, commenting that this could lead to a slippery slope where younger residents in particular get hassled when trying to fish. Mr. Crutchley suggested that some sort of visibly worn badge could help to identify people allowed to fish at a glance, but added that he was unsure whether this was the best solution.

On a MOTION by Dr. Merrill, SECONDED by Mr. Chism, WITH ALL IN FAVOR, the Board approved reopening Ponds 1 and 2 for fishing to residents and their guests for fishing provided that amenity cards were made available, and to re-evaluate in 6 months, for the Grand Haven Community Development District.

F. Exhibit 5: 10-Yr. Plan Updates & Beginning Discussion of FY 2027 Proposed Budget

Mr. McInnes presented the 10-year financial plan update document, with the addition of the financial report reflection actual expenditures from October through December 2025, and stated that he would be sending this to Mr. Chism as he was not physically present to receive the handout. Mr. Chism responded to note that he had been working on a revised budget process document and would be submitting it to the District Manager to distribute to the Board ahead of the next meeting.

Mr. McInnes gave an overview of two specific sections of the proposed FY 2027 budget, being administrative expenses and proposed insurance, noting that increases were expected for District

Engineer spending related to the required stormwater analysis report that was performed every three years. The Board requested copies of the previous stormwater analysis report, which Mr. McInnes agreed to distribute following the meeting.

G. Pending Supervisor Led Projects

Dr. Merrill gave an update on the communications fact-finding group, noting their current research into social media activity policies for other CDDs, as well as Ms. Crouch's discussions with Ms. Stepniak for getting bids for designing an app.

Mr. McInnes read a statement submitted by Mr. Brazen the day prior to the meeting in which he indicated his intent to resign from the Board of Supervisors effective 8:59 a.m. on April 16, 2026 due to plans to move out of the community. Mr. McInnes stated that they could issue an e-blast to the community regarding the expected vacancy on the Board, and have an order of business at the April 16 meeting for interviewing candidates and appointing one to the seat vacancy, prior to any Board decision needing to be made. Mr. McInnes noted that Seat #1, the seat which was being vacated, had a term expiring in November 2026, and so would be up for general election with the qualifying period in June. Comments were heard from the Board in favor of submitting questions to compile into a brief questionnaire for applicants to provide written responses to.

Mr. Chism noted that the fact-finding group planned on meeting February 9, and also noted that he would be discussing the accountability measures with some of the group members.

EIGHTH ORDER OF BUSINESS – Audience Comments

Ms. Lake expressed appreciation to the Board for their efforts in moving forward with the complex transition in the Grand Haven CDD management structure.

Mr. Howden commented on the 14% increase on the Operations & Maintenance side of the budget, and suggested that it could be more clearly reported that the increase was being significantly fed by items in Capital Expenditures being reclassified into Operations & Maintenance starting this fiscal year. Mr. McInnes added that subsequently a decrease would be reflected under the Capital Expenditures.

NINTH ORDER OF BUSINESS – Next Meeting Quorum Check: February 19 at 9:00 AM

All Board members present stated that they planned to attend the next meeting in person, which would constitute a quorum.

TENTH ORDER OF BUSINESS – Action Items Summary

The action items were as follows:

- The District Engineer will contact paving companies regarding the FY 2025 paving program, primarily on Waterside Parkway, to determine whether any quotes would come in at amounts not to exceed \$300,000.
- The Overtone Acoustics ceiling tile proposal would be brought back to the next meeting for consideration with some additional clarifying information.
- District Counsel will draft a resolution to limit the number of issued non-residential annual memberships to zero and remove the ability to renew current memberships, for consideration and adoption at the February 19 meeting.
- The District Manager will send a copy of the most recent storm water report from the District Engineer to the Board.
- The Operations Supervisor will check on the company to do the inspection of storm water pipes by trees being removed as part of the pilot project, and report back to the Board whether they can do work and the costs of work if applicable.

- 216 • The Operations Supervisor will obtain a quote for roving security patrol.
- 217 • The Operations Supervisor will obtain proposals for pedestrian gates where needed.
- 218 • Board members will send the District Manager questions for candidates to fill the Seat #1 vacancy
- 219 on the Board of Supervisors.
- 220 • Supervisor Chism will send budget process documents to the District Manager for distribution to
- 221 the Board ahead of the February 19 meeting.

222 **ELEVENTH ORDER OF BUSINESS – Adjournment**

223 On a MOTION by Mr. Foley, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board, at 1:58

224 p.m., adjourned the meeting for the Grand Haven Community Development District.

225 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*

226 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*

227 *including the testimony and evidence upon which such appeal is to be based.*

228 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**

229 **meeting held on March 19, 2026.**

230

231

232

233

Signature

Signature

Printed Name

Printed Name

234 **Title:** ☐ **Secretary** ☐ **Assistant Secretary**

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

EXHIBIT 11

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 19, 2026 at 9:00 a.m. at the Grand Haven Room, located at the
6 Grand 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 Dr. Merrill Stass-Isern	Board Supervisor, Chairwoman
11 Nancy Crouch	Board Supervisor, Vice Chairwoman
12 Kevin Foley	Board Supervisor, Assistant Secretary
13 John Chism	Board Supervisor, Assistant Secretary
14 Steve Brazen (<i>joined in progress</i>)	Board Supervisor, Assistant Secretary

15 Also present were:

16 David McInnes	District Manager, Vesta District Services
17 Scott Smith (<i>joined in progress</i>)	Vice President, Vesta District Services
18 Jay King	Senior Vice President, Vesta Property Services
19 Jason Davidson	Regional General Manager, Vesta Property Services
20 Howard McGaffney	District Manager and President, FCS Management Group
21 Scott Clark	District Counsel
22 Vanessa Stepniak	Operations Supervisor
23 John Lucansky	Amenity Manager
24 Louise Leister	District Horticulturist
25 Donna McGevna	Resident
26 David B. Wills	Resident
27 Susan Hanssen	Audience
28 Chip Howden	Resident
29 Miriam Frank	Resident

30
31
32 *The following is a summary of the discussions and actions taken at the February 19, 2026 Grand Haven*
33 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
34 *request.*

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

36 The Pledge of Allegiance was led by Dr. Merrill.

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

39 Ms. McGevna noted that she had tried to act as an intermediary of her own accord between the
40 Board and the community on NextDoor, but had increasing concerns regarding the Board's
41 comments at a previous meeting characterizing social media comments as dishonest, as well as an
42 increasing dissatisfaction voiced by residents with the Board's response or lack thereof towards the
43 community's emails and comments. Ms. McGevna suggested that the Board's negative verbal
44 comments regarding social media feedback while continuing to hold to their policy of not
45 maintaining a communicative presence on social media itself was mainly having the effect of
46 creating division, and indicated that she felt that she was falling into a scapegoat role that she did

not want. Ms. McGevna also questioned the efficacy of the communications fact-finding groups that the Board had established.

Mr. Wills noted his concerns with vehicles going through Sailfish Drive and ignoring “No Thru Traffic” signage. Mr. Wills requested for a minimum of three speed bumps to be added to Sailfish Drive for traffic safety purposes, and for a different access point to be designated for maintenance teams.

Ms. Hanssen noted that she was a non-resident who regularly used Grand Haven’s lap pool and gym facilities, and requested clarification on when the current membership was set to expire and for the non-resident memberships to continue to be offered.

Mr. Howden suggested that the Board consider adopting a reporting policy for projects and expenses in excess of \$50,000, which would establish pre and post-work report requirements. Mr. Howden also commented on communications with employees regarding project time management and evaluation of labor and material costs. Mr. Howden additionally suggested that any candidates for openings on the Board who had previously served on the Board be asked for their previous reasons for leaving their seats as well as current reasons for wishing to return.

Ms. Frank noted that she had observed speed issues and stop sign violations for vehicles cutting through Marlin Drive, and suggested that speed bumps be added to this roadway as well. Ms. Frank suggested that some staff utility vehicles may be driving at unsafe speeds. Ms. Frank additionally commented on traffic at the gates from vendors and delivery trucks, and suggested implementing a temporary access code system to alleviate the bottleneck.

FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)

FIFTH ORDER OF BUSINESS – Staff Reports

A. District Engineer: David Sowell

B. Exhibit 2: Amenity Manager: John Lucansky

The Board requested for the Amenity Manager to look into policies related to bicycles, out of safety concerns related to e-bike speeds.

C. Operations Supervisor: Vanessa Stepniak

1. Exhibit 3: Presentation of Capital Project Plan Tracker

2. Exhibit 4: Monthly Report

D. Exhibit 5: District Counsel: Scott Clark

Mr. Clark provided updates on FEMA accidentally closing the pergola claim and notifying the District Engineer of the error, spoke on legislation regarding a process for recalling Supervisors, and discussed recent provocations at the boundaries of open-carry laws and the subsequent hiring of a security officer presence at meetings with the Board. Comments were heard from some Supervisor expressing support for continuing the security presence, and the Board requested to revisit this topic at the next meeting.

E. District Manager: David McInnes

1. Exhibit 6: Meeting Matrix

2. Exhibit 7: Action Item Report

SIXTH ORDER OF BUSINESS – Consent Agenda Items

A. Exhibit 8: Consideration for Acceptance – The December 2025 Unaudited Financial Report

B. Exhibit 9: Consideration for Acceptance – The January 2026 Unaudited Financial Report

C. Exhibit 10: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held January 15, 2026

D. Exhibit 11: Ratification of Agreement for District Management Services (Between Grand Haven CDD/FCS Management Group, LLC/DPFG Management & Consulting, LLC d/b/a Vesta District Services)

On a MOTION by Dr. Merrill, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board approved all items of the Consent Agenda, for the Grand Haven Community Development District.

SEVENTH ORDER OF BUSINESS – Business Items

A. Exhibit 12: Consideration & Adoption of **Resolution 2026-03**, Decreasing the Number of Non-Resident Annual Members

The Board discussed and expressed support for allowing existing non-resident annual members to continue to renew. This item was tabled, pending additional review by District Counsel

B. Exhibit 13: Consideration of Overtone Acoustics for Ceiling Tiles in Waterside Café Proposal - \$42,224.82

Ms. Stepniak indicated that in-house staff was capable of sourcing and installing ceiling tiles of a comparable quality in the Café which could reduce labor costs. The Board expressed support for this, with comments made noting that on-site staff was capable of working around Café operating hours and mitigating possible downtime.

On a MOTION by Mr. Chism, SECONDED by Mr. Brazen, WITH ALL IN FAVOR, the Board approved authorizing on-site staff to purchase and install reverb mitigating tiles for the Waterside Café, in an amount not to exceed \$30,000.00, for the Grand Haven Community Development District.

EIGHTH ORDER OF BUSINESS – Discussion Topics

A. Exhibit 14: Supervisor Suggested Questions for Board Candidates

Supervisor comments were heard noting some overlap between questions that could be consolidated, as well as voicing approval for adding in questions for previous Board members reapplying to clarify their reasons for resigning and wanting to return. The Board additionally spoke in favor of including applicant responses to questions as part of the package in addition to applicant resumes. Mr. McInnes stated that he would work with Mr. McGaffney and Ms. Stepniak in finalizing the questions.

B. Exhibit 15: Modifications to Existing Contract for District Management Services (Between Grand Haven CDD and Vesta Property Services, Inc.)

Mr. McGaffney and Mr. Smith discussed the timeline of modifying and transitioning the District Management structure involving Vesta's handling of the backend and administrative accounting for Grand Haven, and the Board additionally requested that Vesta include a commitment to work towards providing text-searchable meeting minutes for District records.

(The Board recessed the meeting at 10:44 a.m. and reconvened at 11:02 a.m.)

C. Budget Process & Policies – Supervisor Chism

1. Exhibit 16: Budget Policies

2. Exhibit 17: Budget Process Draft

Mr. Chism presented the budget policies and process draft to the other Board members, and in response to comments noting a number of contracts identified as potentially needing updates, Mr.

McGaffney noted that he planned on reviewing all current Grand Haven contracts with Mr. McInnes and Ms. Stepniak.

D. Exhibit 18: FCS Management Group, LLC Contract and Performance Measures – Supervisor Chism

Mr. Chism presented the measures that he had drafted, which were noted to be performance guidelines to evaluate on an annual basis. Mr. McGaffney noted his intent to meet with Mr. Chism's group to discuss and clarify effective and relevant policies that were currently in place.

E. 10-Yr. Plan Updates

F. Pending Supervisor Led Projects

During Mr. Foley's discussion of the tree pilot program, Mr. Clark recommended that a letter be drafted and issued to clarify where a given tree may be removed and details with any associated expenses, and the Board agreed to move forward with issuing these prior to the start of the pilot program in late March.

Ms. Crouch provided an update on hog activity in the area based on her ongoing contact with the County, noting that while it had been relatively slow for the month, there had been three hogs individually sighted east of Shinnecock Drive, and that one 273-pound hog had been caught behind Turkey Oak Circle. Ms. Crouch also noted that Vesta's Director of Resident Experience would be at Creekside on February 20 to give a presentation regarding the Connect app. Ms. Crouch and Dr. Merrill additionally discussed a resident suggestion for meeting summary newsletters where physical copies could be made available at the amenities and CDD offices.

NINTH ORDER OF BUSINESS – Supervisors' Requests

Dr. Merrill requested for staff to move forward with reviewing and researching solutions for the resident-reported traffic issues on Sailfish Drive and Marlin Drive. Additional comments were made regarding the a request for "children at play" signs on Shinnecock Drive and whether this would open up liability risks if children were present at other streets without signage. Mr. Clark suggested that speed hump installation if necessary could be approached by first contacting the City of Palm Coast to identify if there was any opposition.

Mr. Brazen asked for costs associated with the Café sound dampening project and the replacement of the hot water heaters to be retroactively filed as part of the café remediation project budget classification.

TENTH ORDER OF BUSINESS – Action Items Summary

The action items were as follows:

- The Operations Supervisor will review the existing traffic issues on Sailfish Drive and Marlin Drive and look into mitigating strategies, including but not limited to speed control devices.
- The District Management team will review the preliminary budget for Fiscal Year 2027 and the capital plan, as discussed as part of 10-Yr. Plan Updates, and put together recommendations to present at the next Board meeting.
- District Counsel will provide an updated version of Resolution 2026-03, Decreasing the Number of Non-Resident Annual Members, at the next meeting.

ELEVENTH ORDER OF BUSINESS – Meeting Matrix Summary

The following items were added as upcoming topics for discussion on the meeting matrix summary:

- The March 5, 2026 workshop meeting will include:
 - A discussion on e-bikes and regular bike policies

- The March 19, 2026 regular meeting will include:
 - A decision on whether the continued presence of a security officer is still needed at meetings
 - The consideration and adoption of Resolution 2026-03 for decreasing the number of non-resident annual members, following updates and review by District Counsel
 - A discussion on staff recommendations for consideration on the Fiscal Year 2027 budget

TWELFTH ORDER OF BUSINESS – Adjournment

On a MOTION by Dr. Merrill, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board, at 12:42 p.m., adjourned the meeting for the Grand Haven Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on March 19, 2026.

Signature

Signature

Printed Name

Printed Name

Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman

EXHIBIT 12

RULES OF THE
GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT

CHAPTER II
WATER AND WASTEWATER REGULATIONS: ESTABLISHING
RATES AND CHARGES FOR UTILITY SERVICE

3.01 PURPOSE. The purpose of these Rules is to establish comprehensive regulations pertaining to water and wastewater utilities owned and operated by the District; providing for and establishing rates and charges for utility service, use or consumption by consumers within the District; providing provisions for extension of mains and services; providing definitions, including limitations and prohibited uses or practices; providing procedures for hearing disputes involving charges and disconnections; providing for deposits and adjustments; providing and effective date.

3.02 NECESSITY. To establish uniform and comprehensive regulations pertaining to water and wastewater utilities owned and operated by the District.

PART I

GENERAL PROVISIONS AND DEFINITIONS APPLICABLE TO THE
GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT
WATER AND WASTEWATER SYSTEMS

SECTION 1 The Grand Haven Community Development District does hereby establish uniform policies and comprehensive rates, charges, and service schedules for its water and wastewater utility system affecting all consumers thereof.

SECTION 2 CONTENTS

SECTION 3	DEFINITIONS
SECTION 4	GENERAL
SECTION 5	APPLICATION FOR SERVICE
SECTION 6	WITHHOLDING SERVICE
SECTION 7	LIMITATIONS OF USE

SECTION 8	UNAUTHORIZED CONNECTION OR USE
SECTION 9	CONSUMER DEPOSITS
SECTION 10	BILLING
SECTION 11	DELINQUENT BILLING: LIENS IN FAVOR OF DISTRICT, PROCEDURES FOR CONTESTING CHARGES.
SECTION 12	ADJUSTMENT OF BILLS; METER READINGS, AND INSPECTIONS
SECTION 13	ACCESS TO PREMISES
SECTION 14	INSPECTION OF CONSUMER'S INSTALLATION
SECTION 15	PROTECTION OF DISTRICT PROPERTY
SECTION 16	CHANGE OF OCCUPANCY, TERMINATION OR TRANSFER OF SERVICES
SECTION 17	RESUMPTION OF SERVICE
SECTION 18	CONTINUITY OF SERVICE
SECTION 19	MAINTENANCE AND STANDARDS
SECTION 20	METERS
SECTION 21	ALL WATER THROUGH METERS
SECTION 22	METER TESTING
SECTION 23	DAMAGING, TAMPERING WITH, ETC. FACILITIES OF UTILITY PLANT OR SYSTEM
SECTION 24	PRIVATE FIRE SERVICE CONNECTION
SECTION 25	TERMINATION OF SERVICE
SECTION 26	AMENDMENTS TO RATE SCHEDULES
SECTION 27	GENERAL, DECLARATION OF POLICY

SECTION 28	EASEMENTS AND RIGHTS OF WAY
SECTION 29	INSPECTION
SECTION 30	TRANSFER OF CONTRIBUTED PROPERTY-BILLS OF SALE
SECTION 31	IMPROVEMENTS AND EXTENSIONS OF THE WATER DISTRIBUTION AND WASTEWATER COLLECTION SYSTEMS AND UTILITY SYSTEM FEES
SECTION 32	DESIGN STANDARDS AND SPECIFICATIONS
SECTION 33	REFUNDABLE ADVANCES
SECTION 34	SEVERABILITY
SECTION 35	EFFECTIVE DATE

SECTION 3: DEFINITIONS: The following terms and phrases, when used herein, shall have the meaning ascribed to them in this Section, except where the context clearly indicates a different meaning. Words used in the present terms shall include the future, and the singular number includes the plural, and the plural the singular.

3.1 **AVAILABILITY FEE:** A fee established to defray the carrying cost of the financing of the capital facilities for potable and irrigation water distribution lines and wastewater collection facilities.

3.2 **CONNECTION FEES:** Those charges of the District required to be paid by a consumer as a condition precedent to the interconnection of District's utility system with a consumer's property.

3.3 **CONSUMER:** Any person, firm, association, corporation, governmental agency or similar organization supplied with the availability of water and wastewater services by the District which term shall also include developers and large users.

3.4 **CONSUMER INSTALLATION:** All pipes, fixtures, meters, appurtenances of any kind and nature used in connection with or forming a part of an installation for utilizing water and wastewater services for any purpose, located on the consumer's side of point of delivery, whether such installation is owned outright by as consumer or by contract, lease or otherwise.

3.5 DEVELOPER: Any person, corporation, or other legally recognized entity who engaged in the business of making improvements to or upon real property located within the District as owner or legally constituted agent for the owner of such real property.

3.6 DISTRICT: The District as defined in 3.11.

3.7 DISTRICT MANAGER: The appointed head of the Finance Department of the District, or his authorized representative.

3.8 EASEMENTS: Rights of ingress, egress, dedications, rights of way, conveyances or other property interests necessary or incidental to the installation, extension, repair, maintenance, construction or re-construction of District's utility system or any components thereof, over or upon consumer's property.

3.9 ENGINEER: The appointed head of the Engineering Department of the District or his authorized representatives or a consulting engineering firm retained by the District to perform some or all duties of the engineer.

3.10 EQUIVALENT RESIDENTIAL CONNECTION (ERC): 350 gallons per day of use for those users where there does not exist identifiable dwelling units.

3.11 GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT: A political subdivision of the State of Florida, created pursuant to Chapter 190 of the Florida Statutes.

3.12 MAIN: Shall refer to pipe, conduit or other facility installed to convey water or wastewater service from individual laterals or to other mains.

3.13 OFF SITE FACILITIES: Those components of water distribution and wastewater collection facilities located outside consumer's property .

3.14 ON SITE FACILITIES: Those components of water distribution and wastewater collection facilities located upon consumer's property .

3.15 POINT OF DELIVERY: The point where the District pipes are connected with the pipes of the consumer. Unless otherwise indicated, point of delivery for water shall be at the discharge side of the water meter. Unless otherwise indicated point of delivery for wastewater service shall be at the upstream connection of the clean-out which is placed at or about public right of way or utility easement. In the absence of a clean-out the point of delivery is at the wastewater lateral connection to the wastewater main of the District.

3.16 PROPERTY: The land or improvements upon land of which the consumer is owner or over which consumer has control either by contract or possessory interest sufficient to authorize consumer to make application for service, or adjacent right of way which services the land or site being developed. District may require proof of such interest prior to the furnishing of service by copy of instrument of conveyance, contract or appropriate verified statement contained in the application for service.

3.17 RATE SCHEDULE: The schedules or schedules of rates or charges for the particular classification of service.

3.18 SERVICE: Shall be construed to include, in addition to all water and wastewater utilities required by the consumer the readiness and ability on the part of the District to furnish water and wastewater services including effluent use for irrigation purposes to the consumer.

3.19 SERVICE OR LATERAL LINES: Those pipes of the District that connect to consumer's lines.

3.20 SETTLEMENT OF ACCOUNT: That point in time in which the customer has satisfied all outstanding fees and charges billed for utility service and has notified the District that he is no longer a resident, owner or user of the District's utility system.

3.21 TERMS SHALL AND MAY: As used herein, the word may is permissive, and the word shall is mandatory.

3.22 UTILITIES DIRECTOR: The appointed Head of the Utility Department of the District, if one is appointed, the District Engineer or his authorized representative.

3.23 UTILITY SYSTEM: As used herein, refers to the District's water distribution and wastewater collection systems, and any component parts thereof.

SECTION 4 GENERAL

4.1 It is the policy of the District and the requirements of this rule that there is not permitted the individual installation and use of any private wells (drinking water, irrigation or other) or septic tanks without the express written consent of the District.

4.2 Consumer is advised that as part of the District's utility system there may be a separate irrigation distribution line if such a system exists. Each consumer is required to utilize the District's utility system including the irrigation distribution facilities and to take proper caution to ensure that there is not permitted a cross connect between the irrigation lines and the potable water service line, in accordance with the

District's cross connection policy dated _____, 1997. Prior to the connection of the irrigation and potable service lines to each residential or commercial consumer the Utility Director shall be notified 24 hours prior to such connection so that an inspection can be made. No connection shall be made without inspection and approval by the Utility Director or his Designee.

In the absence of specific written agreement to the contrary entered into prior to the effective date of this Rule, these regulations apply without modification or change to each and every consumer to whom the District renders service, however, nothing contained in this Rule prohibits the District from entering into agreements with developers to provide for the orderly and timely provision of service.

SECTION 5 APPLICATION FOR SERVICE: Service shall be furnished only upon signed application accepted by the District and the conditions of such application are binding upon the consumer as well as upon the District. To obtain service, application shall be made at the District in the place designated by the District Manager. Applications are accepted by the District with the understanding that there is no obligation on the part of the District to render service other than that which is then available from its existing water production and distribution equipment and service lines, and from its existing wastewater treatment collection, transmission and treatment facilities. The applicant shall furnish to the District at the time of making application the name of the applicant, the ownership or other interest in or to the property or location and the legal description or street address at which the services is to be rendered.

Application for service required by firms, partnerships, associations, corporations and others, shall be tendered only by duly authorized parties. When service is rendered under agreement or agreements entered into between the District and an agent of the principal, the use of such service by the principal shall constitute full and complete ratification by the principal of the agreement or agreements entered into between the District and an agent of the principal under which such service is rendered.

At the time of application for service the applicant shall pay the fees, rates and charges identified on Schedule A and B for the facility connection fee, line connection fee, meter fee and deposit. Applicant will then be billed monthly in accordance with the water and wastewater rates and charges shown on Schedule A. If a project is constructed in phases, applicant will be required to pay for the number of units or in the case of commercial or industrial, the equivalent residential connection based upon meter size for each phase. Other appropriate charges as identified in Schedules A, B and C will apply to the remainder of the property. Prior to the initiation of construction on subsequent phases, applicant is required to pay the required fees and charges in accordance with the provisions of this paragraph.

SECTION 6 WITHHOLDING SERVICE: The District may withhold service to a consumer who makes application for service at or upon a location for

which prior service has not been paid in full to the date of such application. It shall be the responsibility of the consumer to make inquiry as to the delinquent status of the account and bring said account current as a condition precedent to continuation of service. The District shall maintain current records of outstanding accounts and shall make such information available to the public at its offices during normal business hours. Service may also be withheld for service installations which are not complete or are not in compliance with District requirements. Nothing herein shall prevent the District from taking any legal recourse against any delinquent account in accordance with Chapter 190 F.S.

SECTION 7 LIMITATIONS OF USE: Utility service purchased from the District shall be used by the consumer only for the purpose specified in the application for service. The consumer shall not sell or otherwise dispose of such utility service supplied by the District. All utility service furnished by the District to the consumer shall be through District meters and may not be re-metered by the consumer for the purpose of selling or otherwise disposing of such service without the written consent of the District. In no case shall a consumer, except with the written consent of the District, extend water or wastewater lines across a street, alley, lane, court, property line, avenue, or other public thoroughfare or right of way in order to furnish utility service for adjacent property even though such adjacent property is owned by him.

SECTION 8 UNAUTHORIZED CONNECTION OR USE: No person, without prior written consent of the District shall tap any pipe or main belonging to the District water or wastewater system for the purpose of taking or using water from the system or from such pipe or main, for connecting to the wastewater system, or for any other purpose. Connections to the District's water or wastewater system for any purpose whatsoever are to be made only as authorized by the District. In the case of any unauthorized interconnection, extension, re-metering, sale or disposition of utility service, consumer's utility service shall be subject to discontinuance until (1) such unauthorized use or disposition is discontinued, (2) full payment is made for such service, based on appropriate consumer classification and rate schedules and (3) reimbursement in full made to the District for any extra expenses incurred by District as the result of such unauthorized use, including administrative costs, testing, inspections, all attorney fees and costs for trial or appeal. In addition, unauthorized use may result in appropriate criminal prosecution by District.

SECTION 9 CONSUMER DEPOSITS: Before rendering service, a customer deposit to secure the payment of bills and any expenses incurred by District is required and, upon payment, the District shall give the consumer a non-negotiable and non-transferable deposit receipt. Such deposit shall bear no interest and shall remain with the District until settlement of consumer account. Deposits shall be made in accordance with the rate schedules of the District in effect at the time of payment.

Upon final settlement of a consumer's account, the deposit may be applied by the District to any account balance due and any remaining balance of the deposit will be refunded upon surrender to the District applicable deposit receipt or when the receipt

cannot be produced, upon adequate identification. The District may require additional deposits for consumers whose services have been previously disconnected due to non-payment as a condition to continued service.

SECTION 10 BILLING: Bills for service shall be rendered monthly or periodically at intervals not to exceed ninety (90) days at the direction of the Board of Supervisors, and shall be due when rendered. A bill shall be deemed rendered when mailed United State mail, postage prepaid, or when delivered to the consumer's address shown on the application for service. No partial payment of any bill rendered will be accepted by district unless authorized by the District Manager, in writing indicating the reason therefor, such as a contested billing, consumption, hardship, or other reason permissible under Florida law.

SECTION 11 DELINQUENT BILLS; LIENS IN FAVOR OF DISTRICT; PROCEDURES FOR CONTESTING CHARGES: Delinquent utility fees and charges shall be deemed liens upon the real property or premises as provided by law, and may be foreclosed as provided by law. All statements and billings for utility services shall be deemed delinquent if not paid within fifteen (15) days of the due date shown thereon. All utility bills shall be paid on or before the due date on the utility bill to avoid discontinuance of service and the imposition of late charges. Such late charge shall commence 15 days after said utility bill becomes delinquent. Any consumer contesting any statement or billing shall first present same to the district utility department with a statement of explanation or contest in writing prior to the bill becoming delinquent. If the matter is not then resolved, the utility department shall, within seven (7) days, forward the billing and written statement to the District Manager. If the matter is not then resolved, the District Manager shall, within seven (7) days, notify the consumer in writing that the matter will be heard before a panel consisting of the District Manager or his designee, and a representative of the District administration. Notice shall be given to the aggrieved consumer at least seven (7) days prior to the scheduled hearing by mailing said notice to the address which appears on the consumer's utility billing, or by personal service by leaving a copy of said notice upon the premises, by posting in conspicuous place on or about the main entrance. Refusal by any consumer to accept service of notice thereof shall be noted upon the notice when returned, and shall be deemed a waiver by the consumer of the opportunity for hearing provided herein, in which case the determination of the Office of the District Manager shall be final. The hearing shall be conducted during normal business hours at District Offices, or the panel and the aggrieved consumer may agree to a time which is mutually convenient to all. If during the hearing process an adjustment to the billing is made, a refund to the consumer shall be rendered either by check or as a credit to consumers active account within seven (7) days as determined by the District Manager. If, after this hearing, the matter is not resolved, then the consumer may request an appearance before the board of Supervisors, in which event all documents, transcripts, findings and statements shall be transmitted forthwith to the District Manager for further disposition. It shall be the duty of the Utilities Director to notify the consumer of the public hearing at which the consumer is to appear before the

Board of Supervisors, by mail or delivery of notice as provided in this Section. The decision of the Board of Supervisors shall be final.

SECTION 12 ADJUSTMENT OF BILLS; METER READINGS AND INSPECTIONS: When a consumer is determined by District to have been overcharged or undercharged as a result of incorrect meter reading, defective metering, incorrect application of rate schedule fees and charges, or mistake in billing, the amount so determined may be credited or billed to the consumer, as the case may be. The adjustment shall be accomplished over a period not to exceed ninety (90) days, unless otherwise directed by the District Manager and so noted on the account. District may read and inspect meters periodically to determine their condition and accuracy and as a basis for periodic billings. If a consumer requests an inspection or re-reading of a meter more frequently than once per every six months, the District may impose a service charge therefor in accordance with Schedule A .

SECTION 13 ACCESS TO PREMISES: As a condition to providing service, the consumer shall grant to District or its authorized agents, employees, or contractors access to consumer's property during all reasonable hours and, in the event of an emergency, at any time, for the purposes of reading meters or maintaining, inspecting, repairing, installing or removing District's property, and for any other purposes incident to performance under or termination of any agreement with a consumer or such consumer's predecessor or successor in interest or use of the facilities or services made accessible to the District by the consumer or to be relocated by the District.

SECTION 14 INSPECTIONS OF CONSUMER'S INSTALLATION: District reserves the right to inspect and approve any consumer installation prior to providing service and from time to time thereafter to ensure compliance with applicable laws, Rules of the District, and regulations affecting such installation. No changes to any consumer installation which will materially affect proper operation of District utility system shall be made by a consumer without express written consent of the District Engineer and approval of the District Utilities Director. Consumer shall be responsible for the cost of making changes or repairs resulting from any unauthorized alteration, and the District may require payment or reimbursement therefor as a condition to continued service.

SECTION 15 PROTECTION OF DISTRICT PROPERTY: In the event of any damage to District property located upon consumer's property which rises out of any act of consumer agents, employees or independent contractors upon the premises, the cost of repairs or replacement shall be the responsibility of the consumer, and full payment or reimbursement to District therefore may be imposed by District for the continuation of service.

SECTION 16 CHANGE OF OCCUPANCY; TERMINATION OR TRANSFER OF SERVICE: It shall be the obligation of the consumer to notify the District of change of occupancy or ownership of property as it relates to standby or

connection fees or other circumstances for which termination or transfer of service is requested. The consumer shall be responsible for all service charges incurred to the date upon which written or personal notification is received by the District, after which District shall have a reasonable time not to exceed seventy-two (72) hours in which to discontinue service. Customer deposits may be applied to balances due as provided in Section 9. As a convenience to consumers, District will accept telephone notice to discontinue or transfer service, provided written notice is given to District within seventy-two (72) hours thereafter. If no written notice is received within seventy-two (72) hours, the District is not required to discontinue service.

SECTION 17 RESUMPTION OF SERVICE: After termination or discontinuance of service as provided herein, the District may require as a condition precedent to service resumption payment in full or adequate security in the form of additional security deposits to cover all costs reasonably incurred by District as the result of such termination or discontinuance, including and re-connection fees, meter installation or removal and re-installation costs, inspection costs, or other costs incident thereto in accordance with District's schedule of fees and costs for such services then in effect.

SECTION 18 CONTINUITY OF SERVICE: The District will at all times use reasonable diligence to provide continuous service, and having used reasonable diligence, shall not be liable to the consumer for failure or interruption of continuous service. The District shall not be liable for any act or omission caused directly or indirectly by strikes, labor troubles, accident, litigation's, breakdowns, shutdowns for repairs or adjustments, acts of sabotage, enemies of the United States, wars, governmental interference, acts of God or other causes beyond its control.

SECTION 19 MAINTENANCE AND STANDARDS: All pipes, conduits or other component parts of service installed in or upon the premises of a utility consumer shall conform to District standards of type, quality, quantity and regulations regarding installation, which may be modified from time to time. Consumer shall be responsible for maintaining all on site facilities in proper repair, and shall not alter or modify any interconnection of service without first notifying District and securing approval therefor in writing or by permission from an authorized representative of District's utility department. Unauthorized alteration or modification of any on site utility service interconnection may result in immediate termination of the affected service and repair or restoration by District or at its direction at the consumer's costs.

SECTION 20 METERS: Each consumer of the District receiving water must have a water meter which measures flow and which is the ultimate basis for water charges. All water meters shall be furnished by, installed by and remain the property of the District and shall be accessible to and subject to its control. Meters are not transferable to another residence or business site. The consumer shall provide meter space to the District at a suitable and readily accessible location and when the District

considers it advisable, within the premise to be served, adequate and proper space for the installation of meters and other similar devices.

Before a meter is installed, all applicable meter fees, connection fees and any other applicable fees and charges must be paid.

Consumers may have separate meters for irrigation purposes only. The meter to be furnished by the District shall be sized to be compatible with the existing line and main sizes according to District standards and specifications at the consumers expense. The consumer shall be required to provide a proper service connection and service line in accordance with the District standards and specifications. Meter sizes, other than those originally specified or intended, shall be as approved by the District Engineer and the District Utilities Director.

SECTION 21 ALL WATER THROUGH METER: That portion of the consumer's installation for water service shall be arranged so that all water service shall pass through the meter. No person shall make or cause to be made any connection with any main, service pipe, or other pipes, appliances or appurtenance used for or in connection with the District's water system in such manner as to cause to be supplied water from such plant to any faucet or other outlet whatsoever without such water passing through a meter provided by the District and used for measuring and registering the quantity of water passing through the same, or make or cause to be made, without the consent of the District, any connection with any such plant or any main, pipe service pipe or other instrument or appliance connected with such plant in such manner as to take or use, without the consent of the District. Any such unauthorized connection or use shall be considered evidence of a violation of Florida law.

SECTION 22 METER TESTING: The District reserves the right to remove the meter and check, repair, or replace it at any time at no cost to the consumer. Should a consumer desire his meter to be checked at any time, he may have this work done by submitting a written request accompanied by a fee in accordance with the rate schedules of the District in effect at the time of such testing. Should the meter be tested and found to be registering over two (2%) percent more than is actually used, the last three months service bill will be adjusted accordingly, the meter will be repaired or replaced, and the fee returned. In any other case, the amount of the fee shall be retained by the District to defray the cost of testing.

SECTION 23 DAMAGING, TAMPERING WITH, ALTERING, FACILITIES OF UTILITY PLANT OR SYSTEM: No person shall: damage or knowingly cause to be damaged or take any action which reasonably could be expected to damage any meter or water or wastewater system, or tamper or meddle with any meter or other appliance or any part of such system in such manner as to cause loss or damage to the District; prevent any meter installed for registering water from registering the quantity which otherwise would pass through the same; alter the index or break the seal of any such meter; in any way hinder or interfere with the proper action of just registration of any such meter; fraudulently use, waste or suffer the loss of water passing through any such meter,, pipe or fitting, or other appliance or

appurtenance connection with or belonging to such system after such meter, pipe, fitting, appliance or appurtenance has been tampered with, injured or altered.

SECTION 24 PRIVATE FIRE SERVICE CONNECTION: A private fire service connection is to be used for fire purposes only and is to have no connection whatsoever with any service lines that may be used for other than fire purposes. There shall be a backflow preventer installed by the consumer at his expense in each such connection. The consumer shall not draw any water whatsoever through this connection for any purpose except the extinguishing of fires, or for periodic tests of a fire system, which tests shall be made in the presence of a representative of the District. Any authorized representative of the District shall have free access to the building at any reasonable time for the purpose of inspecting any of the equipment.

The consumer shall set in this connection at the point of delivery, a weighted check valve fitted with a by-pass on which shall be set a meter, installed by the District at consumer's expense, the purpose of which shall be to indicate whether or not water is being used through this connection and for the further purpose of showing any leakage, if same exists. All meters shall become the property of the District.

Violation by the consumer of any of the regulations in this section shall justify the District to disconnect said pipe or pipes, or stop the flow of water through same.

The right is reserved by the District to shut off the supply at any time in case of accident, or to make alterations, extensions, connections, or repairs and if possible, the District agrees to give dues and ample notice of said shut-off.

The District does not make any guarantee as to a certain pressure in the pipe or in the main supplying same, and shall not be, under any circumstances held liable for loss or damage to the owner for a deficiency or failure in the supply of water, whether occasioned by shutting off of water in case of accident or alteration, extensions, connections or repairs, or for any cause whatsoever.

When fire line valves or connections are used in case of fire or for any other reason whatsoever, the consumer shall immediately notify the District and the District shall forthwith reseal the used valves or connections.

SECTION 25 TERMINATION OF SERVICE: All utility service shall be pursuant to proper permit or application, which procedure accords the District the opportunity to provide for orderly expansion of facilities and regulation thereof in a manner calculated to ensure continuous service to all consumers. Inherent in this obligation is the governmental prerogative of necessity to terminate consumption which is adverse to the continuous, orderly and uninterrupted operation and maintenance of its utility service. Accordingly, the District reserves the right by unilateral act in its sole discretion to refuse service, or to terminate service temporarily, or to discontinue service in all instances when conditions exist which would constitute an emergency of public concern, or when the providing of any service would constitute a threat to the safety, health or welfare of consumers generally or a significant portion of the consumer population. When discontinuance or termination of service can be remedied by an act of the consumer, District shall provide notice of remedial action to the consumer in order that service may be continued uninterrupted. The consumer shall

complete remedial action within ten (10) working days after notice is provided. Acts considered to be remedial by the consumer, and for which service may be temporarily terminated, discontinued or interrupted are the following:

- (a) Failure to pay required deposits for service.
- (b) Failure of consumer to meet provisions of agreements with the District.
- (c) Failure to correct deficiencies in piping or other components upon consumer's property after reasonable notice thereof.
- (d) Use of service for any other property or purpose than described in the permit or application.
- (e) Failure to comply with all other requirements of the Districts operating policies.
- (f) When requested by consumer, in which case resumption of service shall be accomplished in accordance with District policy as herein provided.

The District reserves the right by unilateral act in its sole discretion to refuse service, terminate service temporarily, or to discontinue service without notice under the following circumstances:

- (a) Causing, or allowing to exist, a hazardous condition with respect to the location, use of, or access to any utility service or component.
- (b) Alteration or modification of any transmission or metering component or device used in providing any utility service to the consumer. Any such unauthorized use, if fraudulent, may result in criminal prosecution and may result in restitution of revenue lost to the District as a condition to restoration of service, including costs of repair or restoration of any meters or components to normal service condition, as shall be determined by District.
- (c) Total or partial destruction of, or abandonment of, any structure, including any vacancy for a duration which, in District's opinion, may create a hazardous or unsafe condition or constitute a nuisance.

SECTION 26 AMENDMENTS TO RATE SCHEDULE: Rate schedules are attached hereto as exhibits, being identified as: Schedule A , Water and Wastewater Rates and Charges; Schedule B , Water and Wastewater Connection Charges; and Schedule C , Water and Wastewater Inspection Fees and water management fees.

These rate schedules and charges may be amended from time to time by the Board of Supervisors upon public notice.

PART II WATER AND WASTEWATER UTILITIES

SECTION 27 GENERAL; DECLARATION OF POLICY:

The District owns, operates and maintains water treatment and distribution, wastewater collection and effluent irrigation lines, also treatment and disposal systems which serve residents within the District. New development may require the extension of mains to provide service, as well as expansion of facilities to accommodate new development. In some instances, the District in anticipation of expansion of its systems due to growth and development has already provided mains for service thereof. The cost of providing extensions, notifications, and expansions of facilities is to be borne by property owners, builders or developers within the District's area to defray the costs of these extensions, notifications, and expansions. The allocable share of each is to be charged as described herein. It is the declared policy of the District by this Rule to establish a uniform method of determining charges for availability of services so that all such contributions shall be non-discriminatory among the various consumers served by the District's systems and shall be applied as nearly as possible with uniformity to all consumers and prospective consumers within the District's service areas. District specifically reserves its rights to fix and determine rates, charges and contributions required for provisions, consumption, operation, maintenance, extension, and expansion of its utility services as provided herein and as authorized by law including but not limited to the ability to enter into developer agreements to ensure the orderly and timely provision of service. Each consumer is hereby notified that the District, in the exercise of its governmental responsibility to provide or the welfare of all consumers of its utility service, has the authority and responsibility to amend its schedules of rates, charges, and contributions from time to time to ensure the perpetuation of service.

SECTION 28 EASEMENTS AND RIGHTS OF WAY: As a prerequisite to the construction or installation of any water distribution or wastewater collection lines or appurtenances proposed to be connected to the facilities of the District, the developer shall agree to grant to the District all easements or rights of way required by the District and pertaining to the proposed facilities. Such grant or conveyance shall be in the form satisfactory to the District. Such conveyances, when located on the property of developer, shall be made without cost to the District. District reserves the right to require such easement or right of way to the point at which the meter is proposed to be installed or at the point of delivery of service, being the point at which the facilities of District joins with consumers. Such easements and right of way shall be conveyed upon completion, approval and acceptance of the work done by developer.

SECTION 29 INSPECTION: The District shall inspect the installation of all water distribution or wastewater collection facilities installed by developer or developer's contractors, which facilities are proposed to be transferred to District for ownership, operation and control. In the event that gravity wastewater facilities are to

remain under ownership, operation and control of the developer as a private system, the District reserves the right to inspect the installation of the gravity wastewater collection facilities for the purpose of determining if the system has excessive infiltration. These systems must meet the same infiltration criteria as that of District owned systems and the requirements of the District Engineer. Such inspections are intended to assure that of water and wastewater lines and/or lift stations are installed in accordance with approved designs and are further consistent with the criteria and specifications governing the kind and quality of such installation. Representatives of the District may be present at tests of component parts of water distribution or wastewater collection systems for the purpose of determining that the system, as constructed, conforms to District's criteria for exfiltration, infiltration, pressure testing, line and grade. Such tests will be performed by developer or developer's contractor, but only under the direct supervision of the engineer of record or his authorized inspector. The results of such testing shall be certified by the engineer of record. The District shall be notified at least 48 hours prior to any inspections or testing performed in accordance with these regulations.

SECTION 30 TRANSFER OF CONTRIBUTED PROPERTY - BILLS OF SALE: Each developer who has constructed portions of the water distribution and wastewater collection system prior to interconnection with District's existing facilities, shall convey such component parts of water distribution and wastewater collection system to District in accordance with Chapter 4 herein..

Any facilities in the category of consumers lines, plumbers lines or consumers installation, located on the discharge side of the water meter or on the consumer's side of the point of delivery shall not be transferred to District and shall remain the property of developer, a subsequent owner-occupant or their successors and assigns. Such consumer lines, plumbers lines or consumers installation shall remain the maintenance responsibility of developer or subsequent consumers.

District shall not be required to accept title to any component part of the water distribution or wastewater collection system as constructed by developer until the District Engineer has approved the construction of said lines, accepted the tests to determine that such construction is in accordance with the criteria established by District and the Board of Supervisors has evidenced its acceptance of such lines for District's ownership, operation and maintenance.

Developer shall maintain accurate cost records establishing the construction costs of all utility facilities constructed by developer and proposed to be transferred to District. Such cost information shall be furnished to District concurrently with the bill of sale and such cost information shall be a prerequisite for the acceptance by District of the portion of the water distribution and wastewater collection system construction by developer.

District may refuse connection and deny the commencement of service to any consumer seeking to be connected to portions of the water distribution and wastewater collection system installed by developer until such time as the provisions of this paragraph and Chapter 4 herein. have been fully met by developer or developer's successors or assigns.

SECTION 31 IMPROVEMENTS AND EXTENSIONS TO WATER DISTRIBUTION AND WASTEWATER COLLECTION SYSTEM AND UTILITY INSPECTION FEES: The District shall be responsible for the financing, construction and operation of major mains, lift stations, force mains and related appurtenances hereinafter referred to as major facilities as identified in the District's Utility Master Plan. Any other facilities not specifically identified in said plan will be the responsibility of the landowner and/or developer and will include water distribution and wastewater collection lines, lift stations, and appurtenances that are required to serve lots, tracts or parcels that connect to the District's major facilities, hereinafter referred to as subdivision facilities. The subdivisions facilities will be designed in accordance with District standards and the developer may choose one of the two following procedures for the design and construction of subdivision facilities:

1. Developer may request the District, through its consulting engineers to design the subdivisions facilities and shall advance the funds to the District as required to pay engineering invoices incurred by the District in said design. Such design will be non-reimbursable and may be required to be posted in total prior to the District's authorization for its engineers to commence the work.

Upon the completion of the design the District will solicit competitive bids and award the same in accordance with the provisions of Chapter 287 F.S. and Chapter 190 F.S. for the construction of the subdivision facilities. The award will be contingent upon the developer advancing to the District funds in the amount of the accepted bid plus 25% for engineering, legal and contingencies. Upon the completion of the subdivision facilities, and monies remaining will be returned to developer within 30 days of receipt of the engineer's certification of completion.

2. Developer may choose his own engineer to design the subdivision facilities in accordance with District rules and regulations and in accordance with the District's design criteria which by reference is incorporated herein as Schedule D and submit same to the District for review which upon the submittal, developer will pay to the District a permit fee in accordance with Schedule C .

Upon the completion of the design and approval of same by the District, developer may contract directly with a company who has knowledge and expertise in the installation of water distribution and wastewater collection facilities to install the subdivision facilities. District shall be notified prior to the commencement of construction and will make periodic inspections of the work. Developer agrees to pay to the District an amount equal to 6% of the 110% of the contract amount which will be used to pay engineering, legal, and administrative expenses. District will utilize the amount posted by developer to pay the actual inspection cost and upon completion and certification of the subdivision improvements, any amounts remaining will be reimbursed to the developer within 30 days of receipt of the engineer's certification of completion.

SECTION 32 DESIGN STANDARDS & SPECIFICATIONS:

A. INTRODUCTION

Within its boundaries, the Grand Haven Community Development District (CDD) operates and maintains utility service to its residential and commercial customers. The service includes wholesale purchase and retail distribution of potable water; collection transmission of sanitary and storm water wastewater.

B. AUTHORITY

1. Approval.

The accompanying MANUAL OF DESIGN STANDARDS AND SPECIFICATIONS is accepted and approved by the Board of the Grand Haven Community Development District.

2. Scope and Intent.

It is the intent of these Design Standards and Specifications to establish minimum engineering requirements for utility projects to be constructed within the boundary and jurisdiction of Grand Haven CDD.

The DESIGN STANDARDS AND SPECIFICATIONS set forth herein are intended to provide minimum acceptable standards for the design and construction of all potable water mains, wastewater collection systems, wastewater lift stations and force mains constructed within the boundaries of the Community Development District.

The DESIGN STANDARDS AND SPECIFICATIONS are not intended to be totally restrictive in nature, i.e., they do not depict the only acceptable methods of design. Their purpose is to describe the minimum acceptable standards of design and construction and to promote uniformity in all cases where practical.

All plans and specifications submitted for review must be in conformance with all Federal and State regulations and codes as well as all Grand Haven CDD requirements. In no case shall the minimum standards be less than those established by recognized

private and governmental agencies, unless stated otherwise in these standards.

C. DESIGN SUBMITTALS

1. All projects involving water, wastewater and effluent construction within the boundaries of the CDD shall submit a minimum of three sets to Grand Haven CDD for review and compliance. Two (2) sets shall be submitted to the District Engineer and one (1) set to the Grand Haven CDD Manager. The plans and specifications shall be submitted prior to construction. Also, include applicable design notes/calculations on lift station design, etc.

All projects will receive timely utility related comments in accordance with District policies and procedures.

All corrections in accordance with comments from the District are to be incorporated into the final plans and specifications for permitting and construction purposes.

All construction plans submitted for review and approval shall bear the seal and dated signature of the Florida registered professional ENGINEER responsible for the project. The standard size for construction plans submitted for approval shall not be smaller than 24 x36 nor larger than 36 x48 .

Design submittals shall also include all applicable FDEP construction permits and utility inspection fees in accordance with the stated percentage of the contract amount as detailed in Section of the District Rule (Water and Wastewater Utilities) to cover engineering, legal and administrative costs.

D. CONSTRUCTION SUBMITTALS

1. Prior to the start of construction, the District shall be contacted and put on notice of all preconstruction conferences and provided with the construction schedule. Any revisions or changes in the construction schedule shall be provided to the District Manager.
2. Shop Drawings.

Shop Drawing submittals will be required for all materials, methods, pipe, fittings, valves, pumps, concrete products, fire

hydrants and all other equipment and appurtenances. All shop drawing submittals must be approved by the engineer responsible for the project. Provide one (1) copy to the District Manager for record file copies.

3. Calculations.

Calculations, where required or deemed appropriate, such as lift station design and pipe sizing, shall be submitted directly to the CDD for review. Calculations and data sheets should be submitted in bound sets on standard 8 1/2 x 11 sheets.

4. As-Built Drawings.

As-built drawings are REQUIRED prior to the final inspection and acceptance by the District. As-built Drawings will be required by the CDD prior to it's execution of FDEP requests to place water, wastewater or reuse water systems in operation.

5. Grand Haven CDD shall be notified 48 hours in advance of all tests of utilities, such as pressure, leakage and bacteriological tests so that a representative can observe the tests. Records of final tests shall be provided to the District Manager.

6. Approval.

Should additional submittals or revisions be required or proposed by the DEVELOPER or the ENGINEER that in any way affects the utility design, any previous approvals by the CDD shall be considered null and void. A re-review by three CDD of any and all revisions shall be required prior to reissuance of approval.

E. PERMITS

1. The Developer or his engineer shall be responsible for obtaining all FDEP construction permits for utilities. All permits for utilities that are to be owned, maintained and operated by the CDD shall be reviewed and executed by the CDD as the operator/owner of the utility system.
2. No construction of underground utilities or improvements may commence without first applying for and receiving these permits. Any un-permitted work will be subject to an immediate stop work order and work cannot start again until the proper permits are issued and on the work site.

F. INSPECTIONS

1. A representative of the Grand Haven CDD shall periodically visit the project site to make visual inspections of the work and methods of construction. The field engineer may, at any time, issue a stop work order when he has determined that the construction methods and/or materials violate the intent and/or purpose of these standards to protect the public safety and welfare of the residents and guests of the Grand Haven CDD or deviated substantially from the approved plan.

If a stop work order should be issued for any violation, further construction cannot proceed until all required corrections have been made to the satisfaction of the CDD.

Grand Haven CDD shall not be held liable for work stoppages stemming from these violations or the costs, or the costs incurred by the issuance of the stop work order.

G. FINAL ACCEPTANCE

1. Upon project completion, all utilities to be owned, maintained and operated by the CDD shall be turned over to the CDD only after,
 - a. Final inspection after completion of construction and receipt of as-built drawings.
 - b. Proof of satisfactory completion of utilities.
 - c. Satisfactory tests of utilities as specified or required.
 - d. Satisfactory bacteriologicals as specified or required by FDEP.
 - e. Approved FDER certificates of completion.
 - f. Two (2) sets of as-built drawings signed and sealed by a Florida Registered Land Surveyor, or Professional Engineer. Also provide one (1) reproducible copy to be filed with District Manager.
 - g. Accurate cost records on construction of all utilities.

- h. Bill of sale or title to convey all components of the utility system.
- i. Easements or Rights-of-way for the utilities that provides sufficient area to operate and maintain the utility.
- j. All utilities shall be free of all liens and encumbrances prior to transfer of ownership.
- k. Warranty.

SECTION 33 REFUNDABLE ADVANCES: The District may require, in addition to the contribution provisions set forth herein, a refundable advance by developer to further temporarily defray the cost of any off site extension of water and/or wastewater mains and pumping stations necessary to connect the developer's property with the terminus of the District's water and wastewater facilities adequate in size to provide service to the subject property. However, this Rule recognizes instances in which a developer may be required to advance the hydraulic share applicable to other undeveloped property in order that off site facilities may be constructed to serve developer's property and at the same time be sized in accordance with the District's master plan. All amounts expended by developer, over and above developer's hydraulic share for off site facilities shall be refunded to developer in accordance with the terms and conditions of a refunding agreement which the District will execute with developer. The refund agreement shall provide for a plan of refund based upon the connection of other properties, to the extent of their hydraulic share, which properties will be served by the off site facilities installed by developer. Notwithstanding the provisions of this section, the District will limit the life of such refund agreement to a term to be negotiated in said refunding agreement. The District at its sole option may include interest upon the refund of developer's advance and provide for the same in the refunding agreement.

SECTION 34 SEVERABILITY: If any section, subsection, sentence, clause, phrase, or portion of this Rule is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 35 EFFECTIVE DATE: This Rule shall become effective upon the adoption by the Board of Supervisors.

Specific Authority: Chapter 190.035(1); 120.54, Florida Statutes

Law Implemented: Chapter 190.031, 190.035(1), 190.036, 190.037,
190.041, 190.012(1) Florida Statutes

History - New

1.03 SCHEDULE OF RATES, FEES, CHARGES AND OPERATING POLICIES. The rates, fees, and charges to be paid for the Water and Wastewater Service shall be as follows:

RATE SCHEDULE

	<u>WATER</u>	<u>IRRIGATION WASTEWATER</u>	
CUSTOMER RATES			
Residential Customers:			
Base Facility Charge			
Meter Size: 5/8"	\$12.65	\$ 6.32	\$14.02
Gallonge Charge(per 1000 gallons):	\$ 4.32	\$ 4.32	\$ 3.69
Commercial Customers:			
Base Facility Charge			
Meter Size:			
5/8"	\$ 12.65	\$ 6.32	\$ 14.02
1"	\$ 31.59	\$ 31.59	\$ 35.01
1.5"	\$ 63.20	\$ 63.20	\$ 70.02
2"	\$101.11	\$101.11	\$112.01
Gallonge Charge(per 1000 gallons):	\$ 4.32	\$ 4.32	\$ 4.44
CAPACITY CHARGES			
Domestic Demand (GPD)	188 GPD/Unit		137 GPD/Unit
Rate per 1000 GPD	\$ 8.76	n/a	\$ 11.16
Meter Installation Fee			
5/8" Meter	\$93.50	\$93.50	n/a
All other sizes	Actual Cost + 10%		
Tap Fee			
5/8" Meter	\$163.62	\$163.62	n/a
All other sizes	Actual Cost + 10%		
Wastewater Inspection Fee	n/a	n/a	\$27.50
Meter Deposits			
5/8" Meter	\$50.00	\$50.00	\$50.00

EXHIBIT 13

RESOLUTION 2026-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT REPEALING THE DISTRICT'S CHAPTER II OF THE RULES OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT: WATER AND WASTEWATER REGULATIONS; ESTABLISHING RATES AND CHARGES FOR UTILITY SERVICES; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Grand Haven Community Development District ("District") is a local unit of special purpose government, organized under Chapter 190, Florida Statutes and Ordinance No. 97-03 of the Board of County Commissioners of Flagler County, Florida, effective March 24, 1997, as supplemented by Ordinance No. 2003-11 of the City of Palm Coast, Florida, effective May 21, 2003; and

WHEREAS, District formerly owned and operated a potable water transmission and distribution system ("Water System"), a domestic wastewater collection system ("Wastewater System"), and a reclaimed water plant ("Reuse System") and distribution lines, (collectively, the "Utility System"), all of which were funded with the proceeds of District's Series 2002 Special Assessment Bonds are located in Flagler County; and

WHEREAS, in connection with the operation of the Utility System, the Board previously adopted Chapter II of its *Rules of the Grand Haven Community Development District: Water and Wastewater Regulations; Establishing Rates and Charges for Utility Services* ("Chapter II"); and

WHEREAS, the District previously entered into an Agreement for Purchase and Sale of Water and Wastewater Assets in 2005 dated March 17, 2005, and ultimately conveyed the Utility System to the City of Palm Coast; and

WHEREAS, notwithstanding the sale of the Utility System, Chapter II remains on the books as part of the District's Rules; and

WHEREAS, the Board finds that Chapter II is obsolete and contains rules and regulations which are no longer necessary for the operation of the District; and

WHEREAS, the Board desires to repeal Chapter II in its entirety and has conducted the required and duly noticed public hearing on same; and

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

1. Chapter II of the *Rules of the Grand Haven Community Development District* is

hereby repealed in its entirety and shall have no further effect.

2. The District's Manager and Attorney are authorized to take actions as reasonably necessary to effectuate the purposes of this Resolution.

3. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED this 19th day of March, 2026.

Secretary/Assistant Secretary

Chair/Vice Chair

EXHIBIT 14

RESOLUTION 2026-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT MODIFYING THE NUMBER OF NON-RESIDENT ANNUAL MEMBERSHIPS, AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the Grand Haven Community Development District (the "District") is a community development district, established March 24, 1997 by Flagler County, Florida Ordinance 97-03 pursuant to the provisions of Chapter 190, Florida Statutes. The District is governed by a Board of Supervisors (the "Board"); and

WHEREAS, the District owns and maintains certain real property, amenity facilities and roads within the District (the "Property"); and

WHEREAS, the District has adopted rules governing the use of and access to its amenity facilities ("Amenity Rules"); and

WHEREAS, the Amenity Rules provide for a category of amenity privileges for persons who do not own property in Grand Haven or for renters who do not have an assignment of amenity privileges from the property owner (the "Non-Resident Amenity Membership"); and

WHEREAS, pursuant to the Amenity Rules, and notwithstanding the Amenity Rules amendment dated April 18, 2024, restricting the maximum number of Non-Resident Amenity Memberships to two (2) families, the District has permitted four (4) families to sign up for one-year terms as Non-Resident Amenity Members; and

WHEREAS, the Board of Supervisors has long been concerned with the prospect of its Amenities being subjected to overuse, including that by non-residents; moreover, the Board has heard evidence that Non-Resident Amenity Memberships in Grand Haven are being marketed to outside parties; and

WHEREAS, the Board of Supervisors desires to protect the adequate supply and maintenance of its Amenity Facilities for the benefit of its residents; and

WHEREAS, the District, in accordance with the Amenity Rules, the maximum number of Non-Resident Amenity Memberships may be modified by resolution of the Board of Supervisors, which now desires to modify the maximum number of Non-Resident Amenity Memberships.

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

Section 1. Incorporation. The Board finds that the “Whereas” statements set forth above are true and correct and incorporates each such finding and statement into this Resolution.

Section 2. Conforming the Amenity Rules to Reflect Current Facts. The Board finds that the current number of families with Non-Resident Amenity Memberships is four (4). As such, the Amenity Rules are hereby modified to establish the maximum number of Non-Resident Amenity Memberships at four (4) families.

Section 3. Term of Existing Non-Resident Amenity Memberships. Existing Non-Resident Amenity Memberships shall be permitted to be extended on a year-by-year basis upon the expiration of their existing one-year term. The extensions shall be made upon terms, including cost, that the Board of Supervisors determines. Nothing in this Resolution shall preempt the Board from terminating the existing memberships in the future. Upon the termination of each existing Non-Resident Membership, the maximum number of Non-Resident Amenity Memberships provided under the Amenity Rules shall be reduced by one.

Section 4. No New Non-Resident Amenity Memberships. Upon the adoption of this Resolution, and notwithstanding the Amenity Rules establishing the maximum number of Non-Resident Amenity Memberships at four (4) families, no new Non-Resident Amenity Memberships shall be accepted unless the Board so provides.

Section 5. Effective Date. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED this 19th day of March, 2026.

Secretary/Assistant Secretary

Chair/Vice Chair

EXHIBIT 15



PROPOSAL

Mailing Address

Grand Haven CDD
DPFG
250 International Parkway Suite 280
Lake Mary, FL, FL 32746

Job Address

Grand Haven CDD
2 North Village Parkway
Palm Coast, FL 32137

Date: March 12, 2026

Phone:

Opportunity#: 26942

Job Summary:

Leaf Clean-Up Waterside Parkway:

- This proposal is for a onetime pass through Waterside Parkway to clean up the leaves from the main entrance to the South entrance
- Leaves will be removed from the turf and along the sidewalks using blowers, rakes, walk behind leaf vacuum's
- Leaves will then be removed from the property using the tow behind leaf-vac and disposed of
- Daily before and after pictures will be taken to show progress

Landscape Enhancement

Quantity	Description	Unit	Unit Price	Ext Price
1.00	Leaf Clean-Up Labor And Disposal	LS	\$3,800.00	\$3,800.00
Landscape Enhancement Total				\$3,800.00

Proposal Total: \$3,800.00

Note: This proposal includes all labor and material necessary to complete the job.

Payment due 30 days after receipt of invoice.

All plant material under 15g is guaranteed for 90 days. Plant material over 15g is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

Verdego employees are fully covered by workman's compensation insurance.



PROPOSAL

ACCEPTANCE OF PROPOSAL

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By _____
John Cabaniss
Date 3/12/2026

VerdeGo

By _____
Date _____
Grand Haven CDD



PROPOSAL

Mailing Address

Grand Haven
DPFG
250 International Parkway Suite 280
Lake Mary, FL, FL 32746

Job Address

Grand Haven CDD
2 North Village Parkway
Palm Coast, FL 32137

Date: February 03, 2026

Phone: Lake Mary

Opportunity#: 26176

Job Summary:

Community Leaf Clean Up:

- This proposal is for street leaf clean-up throughout Grand Haven and Wild Oaks not including the PLM communities or along Waterside Parkway
 - Leaves will be removed using a leaf vacuum both tow behind and walk behind, from street and road curb only. Area cleaned will be curb edge to curb edge.
 - This is for a onetime pass through the streets. This will not include return visits for new leaf drop or for owners blowing leaves onto the streets
 - Daily pictures of before and after will be sent to verify areas have been completed
-
- **Areas not being cleaned (PLM Communities) The Crossings, Heritage Oaks, Lakeside, Linkside, Pine Harbor, Riverwalk, Village Oaks, The Reserve, River Club**

Landscape Enhancement

Quantity	Description	Unit	Unit Price	Ext Price
1.00	Leaf Clean-Up Labor And Disposal	LS	\$18,050.00	\$18,050.00
Landscape Enhancement Total				\$18,050.00



PROPOSAL

Proposal Total: \$18,050.00

Note: This proposal includes all labor and material necessary to complete the job.

Payment due 30 days after receipt of invoice.

All plant material under 15g is guaranteed for 90 days. Plant material over 15g is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

Verdego employees are fully covered by workman's compensation insurance.

ACCEPTANCE OF PROPOSAL

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By _____
Brian Cousino
Date 2/3/2026

VerdeGo

By _____

Date _____
Grand Haven