



GRAND  HAVEN

Advanced Meeting Package

Regular Meeting

*Thursday
May 7, 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, May 7, 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 or howard@cddmanagers.com. We look forward to seeing you at the meeting.

Sincerely,

Howard McGaffney

Howard McGaffney
District Manager



Community Development District

Meeting Date:	Thursday, May 7, 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](#)

[Pg. 6](#)

V. Staff Reports

- A. District Engineer: David Sowell
- B. Amenity Manager: John Lucansky
- C. Operations Supervisor: Vanessa Stepniak
- D. District Counsel: Scott Clark
- E. District Manager: Howard McGaffney
 - 1. Presentation of Flagler County Number of Qualified Electors – F.S. 190.006 – 2,862
 - 2. Consideration of Promotion of Vanessa Stepniak to Director of Operations

[Exhibit 2](#)
[Pgs. 8-12](#)
[Exhibit 3](#)
[Pgs. 14-17](#)

[Exhibit 4](#)
[Pg. 19](#)

VI. Business Items

- A. Consideration of Night-Time Swimming Electrical Engineering Services Proposal – from 04/16/2026 Meeting
- B. Consideration of Changes to the FY 2026 Capital Improvement Plan (CIP)
- C. Consideration & Adoption of **Resolution 2026-06**, Procurement Policy

[Exhibit 5](#)
[Pgs. 21-27](#)

[Exhibit 6](#)
[Pg. 29](#)

[Exhibit 7](#)
[Pgs. 31-39](#)

VII. Discussion Topics

- A. Appointment to Seat #5
- B. Draft FY 2026-2027 Budget
- C. Pending Supervisor Led Projects

[Exhibit 8](#)
[Pgs. 41-50](#)

VIII. Supervisors' Requests

IX. Action Items Summary

X. Meeting Matrix Summary

XI. Next Meeting Quorum Check: May 21 at 9:00 a.m.

John Chism	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Dr. Merrill Stass-Isern	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Kevin Foley	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
Richard Mayor	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO
VACANT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> REMOTE	<input type="checkbox"/> NO

XII. Adjournment

EXHIBIT 1

**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, May 7, 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

Publication date: April 30, 2026

7763-344001

Apr. 30, 2026

EXHIBIT 2



Monthly Amenity Update

Date of report 4/29/2026

Submitted by: John Lucansky

CDD Meeting Action Items:

- Total hourly usage counts for all amenities at Creekside and Village center
 - Hourly usage counts began on Monday 27th for all amenities.
 - Pools, spas, bocce, pickleball, tennis, croquet courts 1-(2&3 combined), Grand Haven room and Creekside Room.
- Working closely with Mac and Vanessa on the 2027 CIP on amenity items

April Events:

- Additional Trivia night held on Thursday 2nd 85 attended
- Line dancing 6th
- Schnitzel dinner. Sold 82
- Music at Café on the 9th. Michael Kohn. Full house inside
- Pickleball Festival Saturday 11th. 86 attended. Held on grand lawn next to courts
- Karaoke held at café Saturday 11th
- Bunko was held on Tuesday 14th
- Trivia Wednesday 15th, 147 attended

- Mustang club on Monday 20th
- Bingo Tuesday 21st, 91 attended
- Prime Rib Night Wednesday 52 dinners served
- Osprey Cove neighborhood luncheon was held on Thursday 23rd, 31 participated
- Private party scheduled for Saturday in GH room
- Karaoke scheduled Saturday 25th in cafe
- Name That Tune Wednesday 29th

Tiki Hut

Tiki Hut Plan and Pilot Changes for 2025 Season

As we begin planning the upcoming tiki hut season, below is a concise history, resident requests, and our proposed plan for a pilot expansion.

History (summary)

- Prior efforts to open the tiki hut under previous Amenity manager Roert Ross

Robert Ross attempted to open the tiki hut multiple times under his tenure, and each year attendance was very low and wasn't successful. Using the data from that we are able to offer a food and bar menu that can be successful when the days and hours are correctly chosen.

- 2022: Opened Memorial Day–Labor Day, Saturdays & Sundays 11:00–19:00. Saturdays lost money; busy Sundays covered Saturday losses. Sundays continued only through December.
- 2023: Same schedule and outcome. Stopped Saturday service after Labor Day; continued Sundays through December 3.
- 2024: Opened Sundays only over Memorial weekend with profit. When café renovations began in September, the tiki hut operated for five days/week.

Resident requests (representative group)

- Open Friday evenings, Saturdays, and Sundays all day
- Add a pizza oven
- Broader liquor selection
- Poolside service
- Extended weekend hours
- New chairs
- Additional heaters for fall

Proposed plan (pilot & operational notes)

1. Fridays — Pilot night

- Open Fridays at 5:00 PM for bar service only.
- This will be a pilot day and will continue only while financially sustainable for Vesta/CDD and the onsite server.
- Note: Café servers typically average \$200 in tips on a 6-hour shift; comparable compensation expectations will affect staffing costs.

2. Weekends — Expanded hours

- Saturdays: Bar open 11:00–8:00pm; food service 3:00–8:00pm.
- Sundays: Bar and full food service available 11:00–8:00pm.
- Adds one evening hour to both weekend days. We will re-evaluate Saturdays for financial viability given concurrent café hours.

3. Poolside service

- Will be offered based on staffing levels and demand. Adding a server divides tip pools and affects compensation (making it difficult to find team members willing to work the shift); we'll monitor tip impact and guest uptake before expanding.

4. Liquor selection

- Additional offerings depend on bar counter space. I'll assess reorganization (e.g., pyramid shelving) to maximize capacity without major renovation.

5. Pizza oven

- Requires substantial electrical work. Breakers Company reported the current panel is at maximum amperage; installing an oven would necessitate breaker box upgrades—significant cost and timeline implications.

6. Furniture & heaters

- Vanessa is researching new bar chairs. Additional heaters can be purchased pending Board approval and budget allocation.

Season close

- As in prior years, after Labor Day we will likely operate Sundays only until weather dictates closure. Exact end dates/times TBD and will be reported.

Financial oversight and reporting

- We will monitor pilot days and all additions closely to ensure they do not create losses or excessive staff burden. I will provide updates through my weekly reports to the Board and recommend adjustments as needed.
- Opening evening Friday May 22nd

We appreciate the resident input and Board support. Jay and I look forward to implementing these measured changes and will keep you informed of costs, operational results, and any required approvals.

Tennis Courts:

- We are really fighting the leaves on tennis courts 6 and 7
- Clay was added to courts all courts
- Courts are currently rolled twice a month as needed.

Pickleball:

- Nothing new to new r5eport

Bocce:

- Bocce season started on March 4th
 - 175 participants
 - Play is held on Wednesdays and Thursdays 3:00-7:30

Amenities quality checks and reporting:

- We continue to monitor and check all amenities.
- We use QR codes so the facilitators must physically go to the amenities (restrooms, tennis courts, etc...) scan the code and enter all required information. Below are some examples of the reports.
- The facilitators also have a QR code for any issues/repairs that need to be reported to the CDD office-I checked these daily and forward them to CDD office staff. ***This ensures no delays in reporting and repairs.***

EXHIBIT 3

Monthly Operations Report

Prepared by: Vanessa Stepniak, Operations Supervisor

Submitted: April 29th, 2026

MAINTENANCE & OPERATIONAL HIGHLIGHTS:

- Field staff investigated the installation of pedestrian gates at the main gate and determined the work can be completed in-house for under \$2,000.
 - Four bike racks at the Village Center were relocated closer to the entrance to discourage bicycle traffic on sidewalks around the sport courts and tot lot. A bench has been ordered to replace the bike rack area near the tot lot, with a 6-week lead time.
 - Field staff have been preparing for the reopening of the tiki hut, including installation of a door vent on the kitchen door to address negative pressure, installation of a new faucet, exterior pressure washing, and repair of broken tiles.
 - New barstools for the tiki hut have been ordered with a 4–6 week lead time.
 - Corrective pruning was completed on the damaged oak tree at Grand Vista under the supervision of the District Horticulturist in the amount of \$3,200.
 - Field staff continue touch-up painting of gold accents on monument signs, amenity signage, and mailboxes throughout the community.
 - Field staff repaired two broken storm drains on Front Street.
 - Office staff are developing a price tracking spreadsheet to monitor vendor pricing over time, allowing for improved cost comparison and identification of optimal purchasing opportunities.
-

PROJECT UPDATES:

Road Resurfacing – Waterside Parkway

PROJECT STATUS REPORT – Road Resurfacing, Waterside Parkway

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	\$248,385	4/8/26				0%	\$0				

Status: Pending Contract Execution

Budget: \$225,804.56 + 10% Contingency

Contractor: CWR Contracting, Inc.

Board Approval Date: April 16, 2026

Project Scope:

Resurfacing of Waterside Parkway from the Main Gate to Birdie Lane and from the Village Center to Egret Drive.

Progress to Date:

The Board approved the proposal from CWR Contracting, Inc. on April 16, 2026. District Counsel is currently drafting the contract.

Next Steps:

- Finalize and execute the contract
- Issue initial deposit
- Establish construction timeline and notify residents

Creekside Trellis Replacement – Creekside Amenity Center

Status: Complete

Approved Amount: \$8,700

Total Project Budget: \$10,775

Amount Paid to Date: \$8,700 (Fully Paid)

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:

Construction was completed on 04/20/2026. Payment has been issued in full. Despite minor weather-related delays during construction, the project was successfully completed.

Additional Work Completed:

CDD field staff stained the newly installed trellis following construction.

Tennis Court Canopy Fabric Replacement – Village Center

Status: In Progress

Approved Amount: \$1,400

Total Project Budget: \$1,493

Amount Paid to Date: \$1,400

Project Scope:

Replacement of the existing fabric on one of the canopies at the tennis courts.

Progress to Date:

The order for replacement fabric was placed on 03/04/2026.

Next Steps:

- Contractor to provide confirmed installation date (currently estimated for June 2026)
 - Complete installation of new canopy fabric upon delivery and scheduling
-

Paver Repairs – Front Street Esplanade Entrances

Status: Contract Executed – Scheduling Pending

Approved Amount: \$17,380

Total Project Budget: \$60,001

Amount Paid to Date: \$0

Project Scope:

Removal and repair of displaced, raised, and sunken pavers at two locations: the south entrance to the esplanade from Front Street and the entrance from Front Street Park. Work includes removing affected pavers, cutting or grinding roots as needed, regrading, installation of new paver base, resetting existing pavers or installing new pavers where required, sanding joints, and installing a concrete footing.

Progress to Date:

The contract was fully executed on 04/08/2026.

Next Steps:

- Contractor to provide project schedule and anticipated start date
 - Commence paver repairs at identified locations
 - Complete installation in accordance with contract specifications
-

Mailbox Replacement – Pine Harbor Village

Status: In Progress

Total Project Budget: \$25,000

Amount Paid to Date: \$20,494

Project Scope:

Replacement of three groups of mailboxes within Pine Harbor Village, including removal and replacement of existing mailbox units and surrounds.

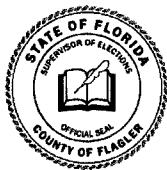
Progress to Date:

CDD field staff have completed installation of the new mailboxes and removal of the existing surrounds. Staff is currently working on installation of the new mailbox surrounds.

Upcoming Actions:

- Complete installation of remaining mailbox surrounds
- Distribute keys to residents beginning week of May 11th
- Coordinate final switchover with Postmaster
- Removal and disposal of old mailboxes

EXHIBIT 4



Kaiti Lenhart ★ FLAGLER COUNTY SUPERVISOR OF ELECTIONS

1769 E. Moody Boulevard, Building 2, Suite 101 ★ PO Box 901 ★ Bunnell, Florida 32110-0901
Phone (386) 313-4170 ★ Fax (386) 313-4171 ★ www.FlaglerElections.com

April 15, 2026

David McInnes
Vesta District Services
250 International Pkwy., Ste. 208
Lake Mary, Florida 32746

RE: CDD Registered Voters

Dear David McInnes:

Per your request, in accordance with the requirements of Florida Statute 190.006(3)(a)(2)(d), the total number of registered voters for the Grand Haven Community Development District as of April 15, 2026, is **2862**.

According to Florida Statute 190.006 (3)(b), you will need to publish the qualifying period for candidates to run for Seats 1, 3, and 5:

Elections of board members by qualified electors held pursuant to this subsection shall be nonpartisan and shall be conducted in the manner prescribed by law for holding general elections. The district shall publish a notice of the qualifying period set by the supervisor of elections for each election at least 2 weeks prior to the start of the qualifying period.

Candidate Qualifying for the 2026 Election will be from Noon, June 8, 2026, through Noon, June 12, 2026. Any qualified elector of the district can file paperwork starting May 26, 2026. Interested individuals can contact the Flagler County Elections Office to obtain the necessary paperwork to file to run for office.

If you have any questions or require any further assistance, please contact this office.

Thank you,

Kaiti Lenhart
Supervisor of Elections

RECEIVED APR 22 2026

EXHIBIT 5



SHAFFER

ENGINEERING GROUP

March 30, 2026

Grand Haven CDD
250 International Pkwy, Ste. 208
Lake Mary, Florida, 32746

RE: Grand Haven Lap Pool Night Swim Lighting Design

Dear Howard:

I am pleased to offer this proposal for electrical engineering services on the referenced project.

Description

- Design night swim lighting for existing lap pool of approximately 2500SF.
- Certification of night swim lighting installation.

Base Electrical Services – Phase 1

- (1) Initial project site visit to document existing conditions and plan new lighting locations.
- Design of pool area lighting as required for night swim certification.
- Prepare photometric computer model for analysis of new pool lighting.
- Design of lighting circuiting and controls.
- Prepare electrical drawings and specifications. Specifications to be included on electrical drawings.
- Review shop drawings and respond to contractor RFI's.

Base Electrical Services – Phase 2

1. Pool night-swim lighting certification. Includes nighttime site visit to document pool lighting levels, prepare survey report and complete certification form for the State of Florida.

Alternate Electrical Services

1. Additional project site visits or meetings.

Fee

Our fee for the above services will be as follows:

Base Electrical Services - Phase 1	\$8,000
Base Electrical Services - Phase 2	\$4,000
Alternate #1 – Site Visits/Meetings	\$1,000 Each

Additional services including, but not limited to, meetings during construction, additional design services or printing costs of multiple sets of drawings are not included. These services will be billed at normal hourly rates and cost of printing.

The standard hourly rates are currently as follows:

Principal	\$275.00
Professional Engineer	\$220.00
Electrical Engineer	\$185.00
Designer	\$155.00
CADD Operator	\$105.00
Clerical	\$ 85.00

Payment schedule shall be as follows:

Payment #1 - Retainer	50% (50% Of Project Phase Total)
Payment #2 - 100% Documents	50% (100% Of Project Phase Total)

The proposed financial arrangements are based on prompt payment of invoices and the orderly and continuous progress of the project. If basic services have not been completed within 24 months of the acceptance date, through no fault of Shaffer Engineering Group LLC, the engineering fee shall be equitably adjusted.

Reimbursement Expenses

Direct expenses incurred by our firm due to travel more than 50 miles from our office (except as outlined above), mail/courier, and bulk reproductions shall be considered reimbursable expenses and invoiced at actual cost plus a fifteen percent (15%) administration fee.

Expenses incurred in conjunction with reproduction of engineering plans shall be as follows:

11"x17" or 12"x18" plans - \$1.75 per sheet
22"x34" or 24"x36" plans - \$3.50 per sheet
30"x42" plans - \$4.50 per sheet
8.5"x11" pages (specs & calcs) - \$0.25/sheet
Document delivery fee (within 25 miles) - \$25.00

Services Not Included In Basic Fee

The following items are not included in the basic services outlined herein: (1) any activities beyond document preparation and construction administration services outlined above; (2) project representation and construction observation on a full-time basis, or to any greater degree than that described herein; (3) work by other architectural and engineering disciplines other than listed above; (4) changes to the project design at the direction of the owner if the direction for such change requires revision to prior-approved design, including design changes resulting from “value engineering” by the owner/contractor; (5) LEED Design; (6) multiple or alternate system designs; (7) as-built documentation; (8) reproduction of bid documents, permit documents, or multiple review sets; (9) design updates necessary to accommodate building code revisions which would be unreasonable to expect to anticipate at the onset of design; (10) delivery of engineering documents in electronic format; (11) site visits or meetings not specifically indicated; (12) commissioning of electrical systems; (13) compliance with Florida Energy Code requirements or documentation.

Existing Conditions

Surveying and analysis of existing conditions will be limited to reasonable visual observation by Shaffer Engineering Group without removing covers of electrical gear or inspection of concealed spaces. Visual observations performed by Shaffer Engineering Group may not provide enough information to adequately design the project or to provide sufficient data required for required documentation or calculations. If visual observation is not sufficient, an electrical contractor or electrical testing company may be required to provide more detailed documentation and/or studies. Any work required to be performed by an electrical contractor or electrical testing company will be considered outside the scope of this proposal. This work shall be contracted by the facility owner or by other owner approved entity. This work may also be contracted by Shaffer Engineering Group at an additional reimbursable cost. Any additional cost incurred by Shaffer Engineering Group will be invoiced at our cost plus a fifteen percent (15%) administration fee.

Construction Observation

Since exhaustive or continuous project review and observation services are outside our scope of services, we do not guarantee the performance of, and have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the project.

Terms and Conditions

Terms and conditions of ‘Exhibit A’ shall be part of this letter agreement.

This proposal will remain open for acceptance for a period of six (6) months from the above date. If the information herein meets with your approval, please sign where indicated below and return a copy of this letter as our authorization to proceed. No work will proceed prior to receipt of a signed proposal agreement. Notwithstanding the foregoing sentence, if you or members of your firm engage our firm in engineering design services for the referenced project, either verbally or by actions, which imply acceptance of this proposal such as providing us drawings, requesting engineering information, etc.,

without returning a signed copy of this proposal, acceptance of all conditions of this proposal will be implied.

Please feel free to contact me you have any questions. If the above is acceptable to you, please sign below and return a copy of this agreement.

Sincerely,



J. Bryan Shaffer, P.E.

BS/Grand Haven Night Swim

Fee/Services Accepted: __\$_____

Signature

Date

Printed Name

Company

Exhibit A
Terms and Conditions

Shaffer Engineering Group, LLC (hereafter referred to as the *Design Professional*) shall perform the services outlined in this letter agreement for the stated fee arrangement.

Billings/Payments

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoice shall be considered PAST DUE if not paid within 30 days after the invoice date and the Design Professional may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

In the event that payment is dependent upon the client's receipt of payment from a third party for services stated herein, client shall make payment within the lesser of: ten (10) days of receipt of payment from the third party; or sixty (60) days of the date of the invoice.

Past due amounts may be subject to a monthly service charge of 1.5% of the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing and collection efforts are deemed necessary, the Client shall pay all costs of collection, including reasonable attorneys' fees.

Access To Site

Unless otherwise stated, Design Professional will have access to the site for activities necessary for the performance of the service.

Hidden Conditions and Hazardous Materials

A condition is considered to be 'hidden' if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If Design Professional has reason to believe that such a condition may exist, Design Professional shall notify the Client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the Client fails to authorize such investigation or correction after due notification, or (2) Design Professional has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and Design Professional shall not be responsible for the existing condition nor any resulting damages to persons or property. Design Professional shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form.

Indemnifications

The Client shall, to the fullest extent permitted by law, indemnify and hold harmless Design Professional, its officers, directors, employees, agents and sub-consultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the service under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Design Professional. This indemnification shall include any claim, damage or losses due to the presence of hazardous materials.

Risk Allocation

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Design Professional, the risks have been allocated so that the Client agrees that, to the fullest extent permitted

by law, the Design Professional's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes shall not exceed the total amount of \$25,000, the amount of the Design Professional's fee, whichever is greater, or other amount agreed upon when added to the letter agreement. Such causes include, but are not limited to, the Design Professional's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Information for the Sole Use and Benefit of the Client

All opinions and conclusions of the Design Professional, whether written or oral, and any plans, specifications or other documents and services provided by the Design Professional are for the sole use and benefit of the Client and are not to be provided to any other person or entity without the prior written consent of the Design Professional. Nothing contained in this agreement shall create a contractual relationship with or a cause of action in favor of any third party against either the Design Professional or the Client.

Ownership of Documents

All documents produced by Shaffer Engineering Group, LLC under this agreement are the sole property and instrument of professional service of Shaffer Engineering Group, LLC and shall remain the property of Shaffer Engineering Group, LLC and may not be used by the Client for any other purpose without the prior written consent of Shaffer Engineering Group, LLC.

Termination of Services

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay Design Professional for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Certificate of Merit

The Client shall make no claim for professional negligence, either directly or by way of a cross complaint against the Consultant unless the Client has first provided the Consultant with a written certification executed by an independent consultant currently practicing in the same discipline as the Consultant and licensed in the State of Florida. This certification shall: a) contain the name and license number of the certifier; b) specify the acts or omissions that the certifier contends are not in conformance with the standard of care for a consultant performing professional services under similar circumstances; and c) state in detail the basis for the certifiers opinion that such acts or omissions do not conform to the standard of care. This certificate shall be provided to the Consultant not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any arbitration or judicial proceeding and allow sixty (60) days for a reply. This Certificate of Merit clause will take precedence over any existing state law in force at the time of the claim or demand for arbitration. The Design Professionals are deemed to be intended third party beneficiaries of this provision.

Dispute Resolution

This agreement shall be governed by the laws of the principal place of business of Design Professional. Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the

Design Professional is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. Claims, disputes and other matters that are not resolved by mediation shall be subject to and decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. In no event shall the demand for mediation or arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

Severability and Survival

If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability and indemnities shall survive termination of this Agreement for any cause.

No Third Party Beneficiaries

This Agreement gives no rights or benefits to anyone other than the Client and Design Professional and has no third party beneficiaries. Design Professional services are defined solely by this Agreement and not by other contract or agreement which may be associated with the Project.

EXHIBIT 6

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY2025/2026 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER
04/29/2026**

Line	Description	Adopted Budget	Revised Budget	Variance (+/-)	Invoiced Amount	Comments/Notes	Completed
1	Gate & Gate Operator - Replacement	\$13,401	\$9,160	-\$4,241	\$9,160	Completed 03/31/2026	x
2	Concrete Curb and Gutter Replacement	\$60,000	\$40,000	-\$20,000	\$16,331	In progress by CDD staff, revised Budget downward to \$40,000	
3	Concrete Replacement	\$20,000	\$20,000	\$0	\$15,516	In progress by CDD staff	
4	Repairs Prior to Road Work	\$75,000	\$45,753	-\$29,247	\$45,753	Completed work 11/10/2025	x
5	Firewise Projects	\$57,758	\$57,758	\$0	\$45,600	In progress, expected to finish by mid May 2026	
6	Road Repairs	\$33,502	\$10,000	-\$23,502	\$1,688	One location repaired inside North gate, revised budget downward to \$10,000	
7	Camera and DVR Replacement	\$12,061	\$13,550	\$1,489	\$13,550	Completed 03/13/2026	x
8	Stormwater Pipe Repairs & Replacements	\$200,000	\$18,001	-\$181,999	\$0	Reduced this to zero for this year to pay for the Pergola Project	-
9	Pond Bank Erosion Issues	\$39,344	\$29,600	-\$9,744	\$29,600	Completed 02/17/2026	x
10	Tiki Hut Furniture	\$5,500	\$8,000	\$2,500	\$7,989	Order placed on 4/28/26, 4-5 week lead time.	
11	Drinking Fountain, Outdoor - Clubhouse ((CAC))	\$1,801	\$1,801	\$0	\$1,782	Completed 12/22/25	x
12	Irrigation Pump/Motor, 50 Hp	\$56,861	\$56,861	\$0		M&M is working on one Pump, 3 out of 4 pumps working. Waiting on parts	
13	Lake Aerator (Annual)	\$40,228	\$40,228	\$0	\$24,673	Completed 4/22/26	x
14	Landscape Enhancements-Annual Reinvestment	\$59,703	\$68,327	\$8,624	\$48,010	In progress under the direction of the District Horticulturist/Ops Supervisor	
15	Monument and Mailbox Replacements	\$25,000	\$25,000	\$0	\$20,494	Delivered on 3/26/26. Installation in progress.	
16	Trellis, PT Wood - Clubhouse (CAC)	\$10,775	\$8,700	-\$2,075	\$8,700	Completed 4/20/26	x
17	Street Signs and Poles, Replacement	\$10,000	\$6,095	-\$3,905	\$6,095	Completed 4/28/26	x
18	Shelter Fabric, Recover - (VC) Tennis Court	\$1,493	\$1,493	\$0	\$1,400	Order placed 03/04/2026 - installation estimated June 2026	
19	2026 Road Resurfacing Project	\$145,600	\$248,385	\$102,785		Negotiating contract. Estimated project start date 6/1/26	
20	Pavers, Interlocking - Front St Esplanade Entrances (3	\$60,001	\$60,001	\$0	\$17,380	Contract executed 04/08/26 - start date to be scheduled	
21	Meter/Breaker Box Repair & Replacement	\$23,000	\$7,379	-\$15,621	\$7,379	Completed 4/6/26	x
22	Tree Removal	\$84,000	\$18,730	-\$65,270	\$18,730	Completed 4/25/26	x
23							
24	Pergola Reconstruction	\$0	\$171,592	\$171,592	\$163,012	Not included in Adopted CIP: Project completed 04/02/2026: 5% retainage due	x
25	Callboxes	\$0	\$49,364	\$49,364	\$49,364	Not included in Adopted CIP: Completed 11/04/25	x
26	Totals:	\$1,035,027	\$1,015,777	-\$19,250	\$552,205		

EXHIBIT 7

RESOLUTION 2026-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT ADOPTING A REVISED POLICY RELATING TO SPENDING AUTHORITY AND PROCUREMENT OF CERTAIN GOODS AND SERVICES AND PAYMENT OF CERTAIN ROUTINE EXPENSES WITHOUT PRIOR APPROVAL OF THE BOARD OF SUPERVISORS; PROVIDING FOR MONETARY THRESHOLDS; AND PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR CONFLICT.

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

WHEREAS, Section 190.011(5), Florida Statutes, authorizes the District to adopt resolutions which may be necessary for the conduct of District business; and

WHEREAS, the Board of Supervisors of the District (hereinafter the "Board") typically meets monthly to conduct the business of the District, including authorizing the payment of routine District operating and maintenance expenses; and

WHEREAS the Board may establish monthly or other meeting dates or may cancel regularly scheduled meetings from time to time; and

WHEREAS, to conduct the business of the District in an efficient manner, routine recurring, nonrecurring and other disbursements for goods and services must be processed and paid in a timely manner; and

WHEREAS, establishing meeting schedules outside monthly meetings may interfere with the timely approval of disbursements and payment of expenses; and

WHEREAS, the Board desires to establish clear standards delineating the authority of certain agents of the District, specifically the District Manager and Operations Supervisor (or their authorized designee), to enter into certain contracts or purchase orders for goods or services from outside vendors or contractors, on behalf of the District.

WHEREAS, the Board determines this resolution is in the best interest of the District and is necessary for the efficient conduct of District business; the health, safety, and welfare of the residents within the District; and the preservation of District assets or facilities.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF

THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT:

Section 1.

The Board hereby adopts the attached "Policy Relating to Spending Authority and Procurement of Goods and Services" dated May 7, 2026 (the "Procurement Policy") attached hereto and made a part hereof as **Exhibit "A"**.

Section 2.

The Board hereby authorizes the payment of valid and proper invoices relating to expenses which comply with the Procurement Policy, the District's Rules of Procedure and meet the following requirements:

a. The invoice must be pursuant to an existing valid contract, purchase order or agreement.

b. The payment of any such invoice shall be in conformance with the contract terms and shall not exceed the amount specified for payment in such existing valid contract, purchase order or agreement or in the specific authorization of the Board of Supervisors.

c. The total amount paid under such contract, purchase order or agreement or specific authorization by the Board of Supervisors, including the current invoice, must be equal to or less than the amount specified in the contract, purchase order or agreement or in the specific authorization of the Board of Supervisors.

d. The total amount paid under such contract or agreement, or specific authorization by the Board of Supervisors, including the current invoice, must not exceed the annual budgeted amount for the line item from which the expenditure will be paid.

Section 3.

A project may not be divided into more than one component for the purpose of lowering the project amount.

Section 4.

This Resolution shall become effective immediately upon its adoption.

Section 5.

All prior resolutions concerning Spending Authority and Procurement of Goods and Services in conflict herewith are repealed to the extent of any conflict.

PASSED AND ADOPTED this 7th day of May, 2026.

Secretary/Assistant Secretary

Chair/Vice Chair

EXHIBIT “A”

1.0 PURPOSE OF POLICY.

1.1 This Policy for Spending Authority and Procurement of Goods and Services (“**Policy**”) is designed to establish clear standards delineating the authority of certain agents of the Grand Haven Community Development District (the “**District**”), specifically the District Manager, Operations Supervisor or their authorized designee, to enter into certain contracts or purchase orders for goods or services from outside vendors or contractors, on behalf of the District. Whenever the term “District Manager” is used herein, it shall also mean and refer to their authorized designees. This policy is further designed to establish uniform procedures for the informal procurement of goods and services that are under the statutory threshold for formal public procurement under Florida law. Please refer to the District Rules of Procedure for the processes required when purchases exceed the public procurement threshold.

1.2 The fundamental purpose of this policy is not to restrict the effectiveness of the individuals involved in the day-to-day activities related to the procurement of goods and services, but to provide a sound foundation for effective, consistent and fair procurement practices and ensure fiscal responsibility, accountability and consistency. This Policy applies to the pre-authorization of funds and procurement of goods and services as provided for hereunder; the District Board of Supervisors are not required in any instance to sign checks, the authority for check signature rests with the District Manager and other individuals authorized pursuant to District Resolution.

1.3 Any and all questions regarding this Policy should be directed to the District Manager or District Counsel.

2.0 DEFINITIONS.

2.1 *Emergency.* A sudden or unexpected situation, event, turn of events or circumstance negatively impacting or impairing the health, safety, and welfare of the District’s residents; or an unexpected failure of a District physical asset that significantly impacts the general operation, integrity or function of the District’s operations. Examples of an Emergency include but are in no way limited to: acts of God, epidemic, pandemic, riot, fires, floods, tropical storms, hurricanes, accidents, structural, failure of a District facility or improvement, and/or other similar circumstances and events.

2.2 *Emergency Approval.* An approval of an Emergency Contract or Purchase Order (defined herein) by the District on behalf of the District, when an Emergency Authorization (defined herein) authorizes the District Manager to approve such Emergency Contract or Purchase Order. When a “disaster” has been declared, as defined in Fla. Stat. §252.34(2), the requirement to obtain an Emergency Approval shall be deemed to have been fulfilled.

2.3 *Emergency Authorization.* A written authorization of the Chairperson of the Board (“**Chairperson**”), or another representative of the Board as provided in this Policy,

authorizing the District Manager to approve an Emergency Contract or Purchase Order (defined herein). The Emergency Authorization should contain the following minimum

information, collected by the District Manager: a declaration that an Emergency exists; the reasons supporting such a declaration; the Emergency Contract or Purchase Order that the District Manager expects to approve and a statement certifying that such goods or services will address the Emergency; the expected cost of the Emergency Contract or Purchase Order; language stating that the signing representative of the Board approves the information in such Emergency Authorization; and a statement that the Emergency Contract or Purchase Order and any expenses resulting from the District entering into the Emergency Contract or Purchase Order shall be presented to the Board for ratification at the next Board meeting. When a “disaster” has been declared, as defined in FLA. STAT. §252.34(2), the requirement to obtain an Emergency Authorization shall be deemed to have been fulfilled.

2.4 *Emergency Contract or Purchase Order.* A contract or purchase order for goods or services necessitated by a sudden unexpected turn of events (e.g., acts of God, riot, fires, floods, hurricanes, accidents or any circumstances or cause beyond the control of the District in the normal conduct of its business) entered into to address an Emergency that otherwise exceeds the approval authority set forth in this Policy.

3.0 DISTRICT MANAGER APPROVAL AUTHORITY.

3.1 The District Manager shall have charge and supervision of the District’s works and is responsible for preserving and maintaining any improvement or facility that is constructed or erected pursuant to Chapter 190, *Florida Statutes*; for operating and maintaining District-owned equipment; and for performing such other duties as are prescribed by the Board.

3.2 The District Manager has the authority to approve and sign a contract or purchase order for goods or services on behalf of the District if the cost of such contract or purchase order is less than or equal to Thirty Thousand Dollars and No Cents (\$30,000.00), and the goods and services are within the scope of an approved budgeted line-item amount for the then fiscal year.

3.3 Purchases that are recurring purchases or services approved by the Board at a public meeting need not come back to the Board unless and until the terms of the contract for such purchase expires or requires formal Board renewal or action.

3.4 If the cost of a contract or purchase order for goods or services exceeds Thirty Thousand Hundred Dollars and No Cents (\$30,000.00), or for purchases that are recurring purchases or services that would, when combined, exceed Thirty Thousand Dollars and No Cents (\$30,000.00), the District Manager has the authority to approve and sign a contract or purchase order for such goods or services on behalf of the District provided that the cost of the goods and services are within the scope of an approved budgeted line item amount for the then fiscal year. Provided however and notwithstanding the foregoing, if the obtaining of goods or services requires use of a competitive solicitation or selection process or requires that the Board award or approve a contract or expenditure, the Board must approve such award,

contract or purchase order at a public meeting.

3.5 The District Manager has the authority to approve and sign a contract or purchase order for goods or services on behalf of the District if the cost of such contract or purchase order is less than or equal to One Hundred Thousand Dollars and No Cents (\$100,000.00), and the goods and services are within the scope of the approved Capital Improvement Program (“CIP”) budget for the then fiscal year. The Board of Supervisors may designate certain items on the CIP budget as requiring further Board action in its discretion or may direct the District Manager to proceed with a CIP project without respect to the dollar limitation in this section. Provided however and notwithstanding the foregoing, if the obtaining of goods or services exceeds the CIP budget amount for such project or if it requires use of a competitive solicitation or selection process which requires that the Board award or approve a contract or expenditure, the Board must approve such award, contract or purchase order at a public meeting. **CIP projects which are approved under this section and which have a cost in excess of \$50,000 will have their progress tracked utilizing a form of project tracking that is acceptable to the Board of Supervisors. The District Manager will provide notice in the weekly status update when any new CIP project has been initiated. The District Manager shall not have the authority to modify the adopted CIP without Board approval.**

3.6 The District Manager is authorized, without first obtaining Board approval or direction, to prepare and solicit requests for proposal, bids or requests for qualifications for any continuing contracts for goods or services if the current contract for such goods or services is expiring or if the District Manager determines that the District should seek alternate proposals due to price, performance or other factors within the District Manager’s discretion. All such proposals shall be subject to the procurement provision contained in applicable laws or in the Rules of Procedure and must be ultimately submitted to the Board of Supervisors for approval.

3.7 Contracts which are approved by the District Manager under the provisions of this Part 3.0 without prior approval of the Board of Supervisors shall be submitted for ratification at the next Board meeting following execution of the contract.

4.0 OPERATIONS SUPERVISOR APPROVAL AUTHORITY.

4.1 The Operations Supervisor shall have the authority to approve and sign a contract or purchase order for goods or services on behalf of the District if the cost of such contract or purchase order is less than or equal to Ten Thousand Dollars and No Cents (\$10,000.00), and the goods and services are within the scope of an approved budgeted line item amount for the then fiscal year with the consent and approval of the District Manager.

4.2 If the cost of a contract or purchase order for goods or services exceeds Ten Thousand Dollars and No Cents (\$10,000.00), or for purchases that are recurring purchases or services that would, when combined, exceed Ten Thousand Dollars and No Cents (\$10,000.00), but do not exceed the District Manager’s purchasing authority set forth above, the District Manager may approve such expenditure.

5.0 DISTRICT MANAGER AND BOARD CHAIR EMERGENCY APPROVAL AUTHORITY.

5.1 The District Manager has the discretion to determine whether a situation, event, or circumstance constitutes a bona fide Emergency as set forth under this Policy. In the event of a bona fide Emergency, the District staff shall additionally follow any District Emergency Response Plan adopted by the Board.

5.2 In the event of an Emergency, the District Manager is in charge of securing an Emergency Authorization, signed by the Chairperson, before an Emergency Approval may be issued. If the Chairperson is unavailable to sign the Emergency Authorization, then the Vice Chairperson may sign. If the Vice Chairperson is unavailable to sign the Emergency Authorization, then another Board Supervisor may sign. The District Manager shall prepare the Emergency Authorization as set forth herein. Following the execution of the Emergency Authorization, the District Manager or Assistant District Manager may make an Emergency Approval of the Emergency Contract or Purchase Order set forth in the Emergency Authorization. Any Emergency Contract or Purchase Order shall be noted in the minutes of the next Board meeting and presented to the Board for ratification at the next Board meeting.

5.3 In the event that the District Manager, despite best efforts, is unable to obtain or is prevented from obtaining an Emergency Authorization that the District Manager deems necessary as set forth in this policy, to the extent authorized by law, the District agrees to hold the District Manager harmless in the event that such inability (despite best efforts) to secure the Emergency Authorization and take action are challenged legally as being inconsistent with the District Manager's statutory duties set forth in Chapter 190, Florida Statutes.

6.0 APPROVAL AUTHORITY OF OTHER DISTRICT CONTRACTORS OR EMPLOYEES.

Except for the approval authority of the Board, District Manager as set forth in this Policy and the District's Rules of Procedure, District contractors or employees have no authority to approve or sign a contract or purchase order for goods or services, or a recurring obligation under a contract or purchase order for goods or services, on behalf of the District. Any such approval by such contractor or employee shall constitute an unauthorized approval.

7.0 PROCUREMENT PROCESS FOR PURCHASE OF GOODS AND SERVICES.

7.1 To comply with Chapters 190 and 287, Florida Statutes, a District must abide by several procedures if it desires to enter into a contract for the purchase of professional services; insurance; construction; design-build services; goods, supplies, or materials; contractual services; and maintenance services over statutory bid thresholds. Please refer to the District Rules of Procedure for the processes required when purchases exceed the public procurement threshold.

7.2 All purchase of goods and services and engagement thereof in excess of the

amounts outlined above require approval by the District's Board of Supervisors, except as otherwise stated herein. The District Manager should obtain written proposals from potential vendors and the proposals will then be provided to the District's Board of Supervisors prior to a Board meeting. The District Manager shall secure, whenever possible, a minimum of three written proposals, which shall be the result of written specifications transmitted by mail, electronic format or by facsimile. In those instances when securing three proposals is not practicable, written justification of such shall be provided. When applicable to the proposed project, companies must be properly authorized, licensed and insured to perform the work.

7.3 Unless an Emergency exists, as defined in this Policy, or the purchase or contract meets the criteria outlined in Sections 3.0 and 4.0 above, the District's Board of Supervisors shall consider and approve a proposal at a Board meeting prior to the execution of a formal agreement. The District Manager should seek District Counsel's review or drafting of a formal agreement once the proposal is approved by the Board of Supervisors.

7.4 After full execution of a formal agreement, the original agreement should be provided to the District Manager, as the official records custodian of the District.

7.5 For District Capital Improvement Projects (the "CIP") authorized by the District's Board of Supervisors, the District Engineer shall be advised as to the CIP progress and participate to ensure that the construction and installation of CIP are in accordance with District standards. Projects designed by retained professionals by the District should be inspected by such retained professional and accepted under terms set forth in formal agreement with the District.

8.0 POLICY ETHICS.

8.1 All District employees and contractors shall abide by the provisions of Chapter 112, *Florida Statutes*, including Section 112.313, pertaining to standards of conduct for public officers.

8.2 The solicitation or acceptance of gifts or discounts by District employees at any time from contractors or suppliers is prohibited.

8.3 District employees shall not bid for, enter into, or be in any manner interested in any contract for District purchases or public works, nor shall District employees seek to influence the purchase or a product or service from any proposer.

8.4 No contract or purchase shall be subdivided to evade the threshold amounts or other requirements of this Policy or other purchasing policies of the District, including the Rules of Procedure. Purchases, orders, or contracts that are subdivided to circumvent this Policy or other purchasing policies of the District shall be considered unauthorized purchases.

9.0 SEVERABILITY.

If any section, paragraph, clause, or provision of this Policy shall be held to be invalid or

ineffective for any reason, the remainder of this Policy shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this Policy would have been adopted despite the invalidity or ineffectiveness of such section, paragraph, clause, or provision.

10.0 INTERPRETATION.

This Policy shall be interpreted and construed as consistent with Florida law and the District's Rules of Procedures. This Policy shall not be interpreted or construed as restricting, undermining, or contravening the legal authority of the Board or the District.

EXHIBIT 8

GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

BUDGET DESCRIPTION		FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY26 YTD 10/1/25-3/31/26	FY 2027 PROPOSED	VARIANCE FY26 TO FY27	PERCENT VARIANCE
1	REVENUES							
2	ASSESSMENTS LEVIED (NET OF ALLOWABLE DISCOUNTS):							
3	ASSESSMENT LEVY - GENERAL FUND	\$ 4,058,107	\$ 4,346,019	\$ 4,642,810	\$ 4,365,151	\$ 4,963,144	\$ 320,334	7%
4	ASSESSMENT LEVY - LAVISTA LANDSCAPE RESTORATION	-	26,028	4,000	3,761	4,000	-	0%
5	ASSESSMENT LEVY - ESCALANTE PARKING LOT TAX	-	2,850	2,973	2,795	3,241	268	9%
6	ADDITIONAL REVENUES:							
7	REUSE WATER	28,915	32,297	23,000	15,524	23,000	-	0%
8	GATE & AMENITY GUEST	16,705	11,868	9,000	11,230	9,000	-	0%
9	TENNIS	1,116	2,009	500	871	500	-	0%
10	ROOM RENTALS & REC CENTER USE FEE	2,627	1,037	2,000	697	2,000	-	0%
11	INTEREST - INVESTMENTS	209,436	187,614	150,000	92,718	120,000	(30,000)	-20%
12	GATE ACCESS CARDS	-	7,274	-	-	-	-	0%
13	INSURANCE PROCEEDS	-	2,336	-	-	-	-	0%
14	MISCELLANEOUS	3,087	1,787	-	5,327	-	-	0%
15	TOTAL REVENUES	4,319,992	4,621,117	4,834,283	4,498,074	5,124,885	290,603	6%
16								
17	EXPENDITURES							
18	ADMINISTRATIVE							
19	SUPERVISORS - REGULAR MEETINGS	9,600	11,800	12,000	7,000	12,000	-	0%
20	SUPERVISORS - WORKSHOPS	7,800	6,800	9,000	-	4,000	(5,000)	-56%
21	DISTRICT MANAGEMENT	45,271	46,032	46,634	50,817	60,000	13,366	29%
22	ADMINISTRATIVE	11,033	11,806	12,396	6,198	17,396	5,000	40%
23	ACCOUNTING	22,783	24,378	25,597	12,798	36,597	11,000	43%
24	ASSESSMENT ROLL PREPARATION	10,026	10,727	11,264	5,632	16,264	5,000	44%
25	OFFICE SUPPLIES	-	-	1,180	-	1,180	-	0%
26	POSTAGE	3,909	3,799	4,104	679	4,104	-	0%
27	AUDIT	9,800	4,400	4,500	3,500	4,600	100	2%
28	LEGAL - GENERAL COUNSEL	162,782	137,428	170,000	73,213	170,000	-	0%
29	ENGINEERING	69,083	60,144	45,796	4,751	47,170	1,374	3%
30	ENGINEERING - SOTRMWATER ANALYSIS	-	-	5,000	-	6,000	1,000	20%
31	LEGAL ADVERTISING	2,490	2,588	5,000	365	5,000	-	0%
32	BANK FEES	1,472	1,024	1,858	-	1,914	56	3%
33	ANNUAL DISTRICT FILING FEE	175	175	175	175	175	-	0%
34	PROPERTY TAXES	2,496	2,842	2,973	2,553	3,062	89	3%
35	RESERVE STUDY	-	11,100	-	-	-	-	0%
36	CONTINGENCY	158	10,511	96,160	9,625	-	(96,160)	-100%
37	TOTAL ADMINISTRATIVE	358,878	345,553	453,636	177,306	389,462	(64,174)	-14%
38								
39	INFORMATION AND TECHNOLOGY							
40	IT SUPPORT	29,988	30,289	31,500	15,419	32,445	945	3%
41	VILLAGE CENTER AND CREEKSIDE TELEPHONE & FAX	8,000	10,640	8,459	4,866	8,713	254	3%
42	CABLE/INTERNET-VILLAGE CENTER/CREEKSIDE	17,028	18,015	17,200	9,738	17,716	516	3%
43	WI-FI FOR GATES / HOT SPOTS	-	-	32,897	7,742	33,884	987	3%

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)**

BUDGET DESCRIPTION		FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY26 YTD 10/1/25-3/31/26	FY 2027 PROPOSED	VARIANCE FY26 TO FY27	PERCENT VARIANCE
44	CELL PHONES	6,148	5,800	8,977	2,608	9,246	269	3%
45	WEBSITE HOSTING & DEVELOPMENT	1,629	-	1,912	-	6,270	4,358	228%
46	ADA WEBSITE COMPLIANCE	210	2,104	1,500	758	1,545	45	3%
47	COMMUNICATIONS: E-BLAST	628	696	631	310	650	19	3%
48	LANDLINES/HOT SPOTS FOR GATES AND CAMERAS	32,721	28,508	-	-	-	-	0%
49	TOTAL INFORMATION AND TECHNOLOGY	96,351	96,052	103,077	41,439	110,469	7,393	7%
50								
51	INSURANCE							
52	INSURANCE	153,999	167,394	142,000	140,907	147,964	5,964	4%
53	TOTAL INSURANCE	153,999	167,394	142,000	140,907	147,964	5,964	4%
54								
55	UTILITIES							
56	ELECTRIC							
57	ELECTRIC SERVICES - #12316, 85596, 65378	37,705	10,549	9,564	5,636	9,947	383	4%
58	ELECTRIC- VILLAGE CENTER - #18308	37,476	28,966	44,638	18,837	46,423	1,786	4%
59	ELECTRIC - CREEKSIDE - #87064, 70333	23,722	22,195	32,019	10,250	32,019	-	0%
60	STREET LIGHTS	27,860	26,459	32,429	14,332	32,429	-	0%
61	PROPANE - SPAS/CAFÉ	32,613	39,973	60,000	34,266	50,000	(10,000)	-17%
62	GARBAGE - AMENITY FACILITIES	20,661	19,536	19,186	9,804	22,000	2,814	15%
63	WATER/SEWER							
64	WATER SERVICES	167,044	261,657	180,000	109,203	187,560	7,560	4%
65	WATER - VILLAGE CENTER - #324043-44997	17,968	18,399	25,000	10,800	20,000	(5,000)	-20%
66	WATER - CREEKSIDE - #324043-45080	9,548	13,354	14,000	6,091	14,588	588	4%
67	PUMP HOUSE SHARED FACILITY	11,665	7,761	10,000	24,243	25,000	15,000	150%
68	TOTAL UTILITIES	386,262	448,849	426,836	243,461	439,966	13,130	3%
69								
70	FIELD OPERATIONS							
71	STORMWATER SYSTEM							
72	AQUATIC CONTRACT	55,715	57,387	68,052	29,554	70,094	2,042	3%
73	AQUATIC CONTRACT: LAKE WATCH	4,767	2,455	7,663	-	7,663	-	0%
74	AQUATIC CONTRACT: AERATION MAINTENANCE	1,289	1,289	5,049	644	5,200	151	3%
75	STORMWATER SYSTEM REPAIRS & MAINTENANCE	-	7,449	18,403	-	18,403	-	0%
76	STORMWATER SYTEM PLANNED MAINTENANCE	-	-	-	-	50,000	50,000	100%
77	HORTICULTURAL CONSULTANT	11,300	12,000	12,118	9,810	14,000	1,882	16%
78	LANDSCAPE ENHANCEMENT	-	-	-	-	58,000	58,000	100%
79	LANDSCAPE REPAIRS & REPLACEMENT	23,150	35,409	50,444	18,565	50,444	-	0%
80	LANDSCAPE MAINTENANCE CONTRACT SERVICES - VERDEGO	670,464	676,849	718,070	352,165	748,229	30,159	4%
81	LANDSCAPE MAINTENANCE - YELLOWSTONE	64,500	70,208	79,695	35,535	83,042	3,347	4%
82	TREE MAINTENANCE (OAK TREE PRUNING)	53,200	46,400	52,730	51,200	52,730	-	0%
83	LAVISTA LANDSCAPE RESTORATION	-	-	4,000	-	4,000	-	0%
84	OPTIONAL FLOWER ROTATION	-	-	26,750	-	-	(26,750)	-100%
85	DOG PARK MAINTENANCE	-	4,200	-	-	5,000	5,000	100%
86	FIREWISE	-	-	-	-	56,000	56,000	100%

GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

BUDGET DESCRIPTION		FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY26 YTD 10/1/25-3/31/26	FY 2027 PROPOSED	VARIANCE FY26 TO FY27	PERCENT VARIANCE
87	IRRIGATION REPAIRS & REPLACEMENT	23,995	39,573	42,800	9,359	42,800	-	0%
88	ROADS & BRIDGES REPAIRS	1,502	-	-	-	5,000	5,000	100%
89	SIDEWALK REPAIRS & REPLACEMENT	-	-	-	-	20,000	20,000	100%
90	STREET LIGHT MAINTENANCE	3,754	5,879	10,795	2,408	10,795	-	0%
91	VEHICLE REPAIRS & MAINTENANCE	15,210	26,375	18,249	9,827	18,797	547	3%
92	OFFICE SUPPLIES: FIELD OPERATIONS	15,615	9,437	17,672	6,690	17,672	-	0%
93	HOLIDAY LIGHTS	4,664	4,583	6,000	2,714	6,000	-	0%
94	CERT OPERATIONS	267	585	535	438	535	-	0%
95	COMMUNITY MAINTENANCE	145,982	114,270	150,000	49,649	175,000	25,000	17%
96	OAK TREES	-	-	-	-	50,000	50,000	100%
97	STORM CLEAN-UP	274	225,603	32,819	13,595	32,819	-	0%
98	MISCELLANEOUS CONTINGENCY	976	-	-	-	53,740	53,740	100%
99	TOTAL FIELD OPERATIONS	1,096,624	1,339,951	1,321,843	592,153	1,655,962	334,119	25%
100								
101	STAFF SUPPORT							
102	PAYROLL	650,049	690,615	785,000	336,667	700,000	(85,000)	-11%
103	MERIT PAY/BONUS	33,407	33,809	45,000	13,862	45,000	-	0%
104	PAYROLL TAXES	53,047	61,564	63,100	55,726	78,050	14,950	24%
105	EMPLOYEE INSURANCE	114,807	113,959	111,000	49,597	115,662	4,662	4%
106	INSURANCE: WORKERS' COMPENSATION	10,561	13,543	30,000	11,499	20,000	(10,000)	-33%
107	PAYROLL & PEO SERVICES	4,445	10,848	34,000	9,366	30,000	(4,000)	-12%
108	MILEAGE REIMBURSEMENT	6,328	4,331	8,000	1,587	8,000	-	0%
109	TOTAL STAFF SUPPORT	872,644	928,670	1,076,100	478,305	996,712	(79,388)	-7%
110								
111	AMENITY OPERATIONS							
112	AMENITY MANAGEMENT	664,638	698,572	735,000	365,340	760,843	25,843	4%
113	A/C MAINTENANCE AND SERVICE	7,774	5,800	23,521	6,989	15,000	(8,521)	-36%
114	FITNESS EQUIPMENT SERVICE	1,700	1,450	3,400	425	3,502	102	3%
115	MUSIC LICENSING	3,827	4,450	4,580	4,374	4,717	137	3%
116	POOL/SPA PERMITS	875	896	1,104	-	1,104	-	0%
117	POOL CHEMICALS	22,287	40,927	28,446	23,813	45,001	16,555	58%
118	PEST CONTROL	2,335	3,024	2,850	1,410	2,935	85	3%
119	AMENITY MAINTENANCE	176,286	222,554	168,525	102,816	200,000	31,475	19%
120	SPECIAL EVENTS	11,962	7,839	17,418	6,730	17,418	-	0%
121	TOTAL AMENITY	891,684	985,511	984,843	511,896	1,050,520	65,677	7%
122								
123	SECURITY							
124	GATE ACCESS CONTROL STAFFING	216,977	208,072	239,556	96,864	246,743	7,187	3%
125	ADDITIONAL GUARDS	-	468	7,490	786	5,000	(2,490)	-33%
126	GUARDHOUSE FACILITY MAINTENANCE	22,394	21,390	28,088	12,568	28,087	(1)	0%
127	GATE COMMUNICATION DEVICES	10,469	10,339	11,814	3,276	15,000	3,186	27%
128	GATE OPERATING SUPPLIES	21,010	10,772	31,500	2,261	31,500	-	0%
129	FIRE & SECURITY SYSTEM	8,397	3,214	7,500	3,423	7,500	0	0%

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)**

BUDGET DESCRIPTION		FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY26 YTD 10/1/25-3/31/26	FY 2027 PROPOSED	VARIANCE FY26 TO FY27	PERCENT VARIANCE
130	TOTAL SECURITY	279,247	254,255	325,947	119,178	333,830	7,882	2%
131								
132	TOTAL EXPENDITURES	4,135,689	4,566,235	4,834,283	2,304,644	5,124,885	290,603	6%
133								
134	EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	184,350	54,882	-	2,193,430	-	-	0%
135								
136	FUND BALANCE							
137	FUND BALANCE - BEGINNING	2,464,406	2,648,756	2,648,756	2,703,638	2,703,638	54,882	2%
138	EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	184,350	54,882	-	2,193,430	-	-	0%
139	FUND BALANCE FORWARD	-	-	-	-	-	-	0%
140	TRANSFER OUT TO CAPITAL RESERVE FUND	-	-	(130,982)	-	-	130,982	-100%
141	FUND BALANCE - ENDING	2,648,756	2,703,638	2,517,774	4,897,068	2,703,638	185,864	7%
142								
143	ANALYSIS OF FUND BALANCE:							
144	COMMITTED: DISASTER	776,250	803,419	423,506	423,506	438,329	14,823	4%
145	ASSIGNED: 2 MONTHS OPERATING CAPITAL	871,378	755,668	805,714	805,714	854,148	48,434	6%
146	UNASSIGNED	1,000,561	1,144,551	1,288,554	3,667,848	1,411,161	122,607	10%
147	PREPAID ITEMS	519	-	-	-	-	-	0%
148	FUND BALANCE - ENDING	\$ 2,648,708	\$ 2,703,638	\$ 2,517,774	\$ 4,897,068	\$ 2,703,638	\$ 185,863	7%

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
OPERATIONS & MAINTENANCE BUDGET NARRATIVE**

FINANCIAL STATEMENT CATEGORY	FY 2027 PROPOSED	SERVICE PROVIDER	COMMENS (SCOPE OF SERVICE)
REVENUES			
ADDITIONAL REVENUES:			
REUSE WATER	23,000	Escalante/Townhomes/Condos	
GATE & AMENITY GUEST	9,000	CDD	
TENNIS	500	CDD	
ROOM RENTALS & REC CENTER USE FEE	2,000	CDD	
INTEREST - INVESTMENTS	120,000	Bank United	
GATE ACCESS CARDS			
INSURANCE PROCEEDS			
MISCELLANEOUS	-		
TOTAL ADDITIONAL REVENUES	154,500		
EXPENDITURES			
ADMINISTRATIVE			
SUPERVISORS - REGULAR MEETINGS	12,000	CDD	Florida Statute, Chapter 190.006(8) sets a \$200 per Supervisor for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year per Supervisor. The District anticipates 12 meetings and 10 workshops
SUPERVISORS - WORKSHOPS	4,000	CDD	
DISTRICT MANAGEMENT	60,000	Vesta District Services	Florida Statute, Chapter 190.007(1) states that the Board shall employ and fix the compensation of a District Manager. The District Manager shall have charge and supervision of the works of the District.
ADMINISTRATIVE	17,396	Vesta District Services	These services include preparation of meeting agenda and minutes, coordinating postings on the website, records retention, responding to resident requests and complying with all regulatory requirements involving District activities.
ACCOUNTING	36,597	Vesta District Services	Budget preparation and financial reporting, cash management, revenue reporting and accounts payable functions.
ASSESSMENT ROLL PREPARATION	16,264	Vesta District Services	Assessment roll services, which include preparing, maintaining and transmitting the annual roll with the annual special assessment amounts for the operating, maintenance and capital assessments.
OFFICE SUPPLIES	1,180	N/A	Office supplies used by the District Management company for the sole purpose of the District, billed annually in accordance with the adopted budget
POSTAGE	4,104	N/A	Postage for mailings, including the annual 197 letters to residents related to the annual assessments and public hearings
AUDIT	4,600	Grau & Associates	The District is required to have an independent examination of its financial accounting, records and accounting procedures each year. This audit is conducted pursuant to Florida State Law and the Rules of the Auditor General.
LEGAL - GENERAL COUNSEL	170,000	Clark & Albaugh	Clark & Albaugh, LLP, provides on-going general counsel and legal representation. These lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.
ENGINEERING	47,170	Kimley-Horn	Engineering, consulting and construction services to the District while crafting solutions with sustainability for the long-term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.
ENGINEERING - SOTRMWATER ANALYSIS	6,000		
LEGAL ADVERTISING	5,000	CDD	Per Florida Statutes, the District advertises for all meetings, workshops, public hearings and public bids. These advertisements are to be in a newspaper of general circulation in the area in which the CDD is located.
BANK FEES	1,914	Bank United	The District pays fees to various financial institutions for its bank accounts.
ANNUAL DISTRICT FILING FEE	175	DEO	The District pays an annual registration fee to the State of Florida to fund the administration of the Uniform Special District Accountability Act.
PROPERTY TAXES	3,062	Flagler County	
RESERVE STUDY	-		
CONTINGENCY	-	N/A	Reserve Study
TOTAL ADMINISTRATIVE	389,462		
INFORMATION AND TECHNOLOGY			
IT SUPPORT	32,445	Celera	The District contracts with Celera I.T. Services, Inc. for technology services in the District offices.
VILLAGE CENTER AND CREEKSIDE TELEPHONE & FAX	8,713	NetFortis	The District contracts with Fidelity for phone and fax service at the Village Center
CABLE/INTERNET-VILLAGE CENTER/CREEKSIDE	17,716	Spectrum	The District contracts with Spectrum for Village Center and Creekside Cable TV and for Creekside Internet.
WI-FI FOR GATES / HOT SPOTS	33,884	Spectrum	The District contracts with Spectrum for WiFi service
CELL PHONES	9,246	T-Mobile	The District contracts with T-Mobile for cell phone service
WEBSITE HOSTING & DEVELOPMENT	6,270	Campus Suite	The District contracts with Campus Suite to produce and maintain the District's website which is required by the State of Florida. Includes IT support, security tools, email, quarterly technology alignment and vCIO reviews, roadmap, password manager, security awareness training, 24/7 security operations center etc.
ADA WEBSITE COMPLIANCE	1,545	Campus Suite	The District contracts with Campus Suite to ensure the District's website is ADA compliant
COMMUNICATIONS: E-BLAST	650	Constant Contact	E-Blasts are sent out by CDD office as a means of communications with residents. Provide is Constant Contact. There is no formal contract for this service
LANDLINES/HOT SPOTS FOR GATES AND CAMERAS	-	AT&T	The District contracts with AT&T for landline service/hot spot for the gates and cameras
TOTAL INFORMATION AND TECHNOLOGY	110,469		
INSURANCE			
INSURANCE	147,964	FIA	The District obtains general liability, public officials, property, auto general liability and flood insurance
TOTAL INSURANCE	147,964		

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
OPERATIONS & MAINTENANCE BUDGET NARRATIVE**

FINANCIAL STATEMENT CATEGORY	FY 2027 PROPOSED	SERVICE PROVIDER	COMMENTS (SCOPE OF SERVICE)
UTILITIES			
ELECTRIC			
ELECTRIC SERVICES - #12316, 85596, 65378	9,947	FPL	
ELECTRIC- VILLAGE CENTER - #18308	46,423	FPL	
ELECTRIC - CREEKSIDE - #87064, 70333	32,019	FPL	
STREET LIGHTS	32,429	FPL	
PROPANE - SPAS/CAFÉ	50,000	Suburban Propane	The District has a contract with Suburban Propane to provide propane gas to the spas and café.
GARBAGE - AMENITY FACILITIES	22,000	Waste Management	The District has a contract with Waste Pro for garbage service at both Village Center and Creekside
WATER/SEWER			
WATER SERVICES	187,560	City of Palm Coast	
WATER - VILLAGE CENTER - #324043-44997	20,000	City of Palm Coast	
WATER - CREEKSIDE - #324043-45080	14,588	City of Palm Coast	
PUMP HOUSE SHARED FACILITY	25,000	Escalante/CDD	
TOTAL UTILITIES	439,966		
FIELD OPERATIONS			
STORMWATER SYSTEM			
AQUATIC CONTRACT	70,094	Solitude	The District has a waterway management contract with SOLitude Lake Management
AQUATIC CONTRACT: LAKE WATCH	7,663	Solitude	The District has a contract with SOLitude Lake Management
AQUATIC CONTRACT: AERATION MAINTENANCE	5,200	Solitude	The District has a maintenance contract with SOLitude Lake Management
STORMWATER SYSTEM REPAIRS & MAINTENANCE	18,403	N/A	
STORMWATER SYTEM PLANNED MAINTENANCE	50,000		
HORTICULTURAL CONSULTANT	14,000	Louise Leister	The District has a contract with a horticulturalist to provide professional services regarding tree management within the community
LANDSCAPE ENHANCEMENT	58,000		
LANDSCAPE REPAIRS & REPLACEMENT	50,444	N/A	
LANDSCAPE MAINTENANCE CONTRACT SERVICES - V	748,229	VerdeGo	Landscape maintenance services throughout the community.
LANDSCAPE MAINTENANCE - YELLOWSTONE	83,042	Yellowstone	The District will incur expenses with landscape maintenance specifically for croquet court
TREE MAINTENANCE (OAK TREE PRUNING)	52,730	Shaw Tree	The District will incur expenses for oak tree pruning
LAVISTA LANDSCAPE RESTORATION	4,000		
OPTIONAL FLOWER ROTATION	-	VerdeGo	The District will incur expenses for optional flower rotation
DOG PARK MAINTENANCE	5,000		
FIREWISE	56,000		
IRRIGATION REPAIRS & REPLACEMENT	42,800	VerdeGo	The District will incur expenses for irrigation repairs and replacements
ROADS & BRIDGES REPAIRS	5,000	N/A	The District will incur expenses for roads and bridge repair
SIDEWALK REPAIRS & REPLACEMENT	20,000		
STREET LIGHT MAINTENANCE	10,795	N/A	The District will incur expenses for street light maintenance
VEHICLE REPAIRS & MAINTENANCE	18,797	N/A	The District will incur expenses for vehicle repair and maintenance. This includes gas as well as repair and maintenance.
OFFICE SUPPLIES: FIELD OPERATIONS	17,672	N/A	The District will incur expenses for office supplies for field operations staff (such as paper, printers, printer ink, pens, batteries, battery backups, computer accessories, office furniture, folders, cell phones, note pads, laptops, computers, etc.)
HOLIDAY LIGHTS	6,000	N/A	The District will incur expenses for annual holiday light displays
CERT OPERATIONS	535	N/A	The District may incur expenses for Community Emergency Response Team to educate volunteers about disaster preparedness
COMMUNITY MAINTENANCE	175,000	N/A	The District will incur expenses for community maintenance (street signs, benches, garbage cans, power washing equipment, tools, camera repairs, bridge and pier repairs, mailbox maintenance/repairs, pond bank repairs, sidewalks, crosswalks, curb and gutters, bulkhead repairs/maintenance).
OAK TREES	50,000		
STORM CLEAN-UP	32,819	N/A	The District may incur expenses for storm clean-up. This is typically done by landscape company but is for more than their standard contract.
MISCELLANEOUS CONTINGENCY	53,740		
TOTAL FIELD OPERATIONS	1,655,962		
STAFF SUPPORT			
PAYROLL	700,000	CDD Staff	The District has 13 full time employees
MERIT PAY/BONUS	45,000	CDD Staff	The District provides a Board approved merit pay/bonus program for eligible employees
PAYROLL TAXES	78,050	CDD Staff	As an employer, the District is required to pay this tax
EMPLOYEE INSURANCE	115,662	CDD Staff	The District provides health insurance for eligible employees
INSURANCE: WORKERS' COMPENSATION	20,000	CDD Staff	Premium for worker's compensation coverage which is required by Florida Statutes premium for eligible employees
PAYROLL & PEO SERVICES	30,000	CDD Staff	As an employer, the District is required to pay this tax
MILEAGE REIMBURSEMENT	8,000	CDD Staff	The District pays a per mile reimbursement to employees when personal vehicles are used for District business
TOTAL STAFF SUPPORT	996,712		
AMENITY OPERATIONS			
AMENITY MANAGEMENT	760,843	Vesta Property Services	The District has a contract with Vesta Property Services for management of all amenities which expires on 9/30/2024.
A/C MAINTENANCE AND SERVICE	15,000	Sunshine State Heating and Air	The District will incur expenses for annual air conditioner maintenance and service

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
OPERATIONS & MAINTENANCE BUDGET NARRATIVE**

	FINANCIAL STATEMENT CATEGORY	FY 2027 PROPOSED	SERVICE PROVIDER	COMMENTS (SCOPE OF SERVICE)
104	FITNESS EQUIPMENT SERVICE	3,502	Lloyd's Fitness	The District will incur expenses for annual fitness equipment service
105	MUSIC LICENSING	4,717	Sesac	The District will incur expenses for use music
106	POOL/SPA PERMITS	1,104	FDOH	The District will incur expenses for annual permits
107	POOL CHEMICALS	45,001	Poolsure	The District will incur expenses for chemicals to treat the pool
108	PEST CONTROL	2,935	Massey	The District will incur expenses for pest control in facilities
109	AMENITY MAINTENANCE	200,000	N/A	The District will incur expenses for amenity maintenance --normally items that are underbudgeted (e.g. spa heater at Creekside; oven at the café, outdoor audio speaker at Village Center)
110	SPECIAL EVENTS	17,418	N/A	The District will incur expenses for special events throughout the year
111	TOTAL AMENITY	1,050,520		
112	SECURITY			
113	GATE ACCESS CONTROL STAFFING	246,743	Security Solutions of America	The District pays for staffing of guards at certain gates within the community
114	ADDITIONAL GUARDS	5,000	Security Solutions of America	The District budgets for additional guards if the need arises
115	GUARDHOUSE FACILITY MAINTENANCE	28,087	N/A	The District will incur expenses for the on-going maintenance of the guardhouses
116	GATE COMMUNICATION DEVICES	15,000	N/A	The District purchases "clickers" for resident's purchase
117	GATE OPERATING SUPPLIES	31,500	N/A	The District pays for card readers, gate arms, control boards, motors, loop detectors and keypads
118	FIRE & SECURITY SYSTEM	7,500	Daytona Fire & Safety	The District pays for inspections and repairs to the fire suppression systems
119	TOTAL SECURITY	333,830		

GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
CAPITAL RESERVE FUND (CRF)

BUDGET DESCRIPTION		FY 2024 ACTUALS	FY 2025 ACTUALS	FY 2026 ADOPTED	FY26 YTD 10/1/25-3/31/26	FY 2027 PROPOSED	VARIANCE FY26 TO FY27	PERCENT VARIANCE
REVENUES								
1	Assessment Levy: Capital Reserve Fund	\$ 890,983	\$ 955,160	\$ 1,019,867	\$ 958,875	\$ 1,019,867	\$ -	0%
2	Fund Balance Forward	-	-	15,159	-	-	(15,159)	-100%
3	Insurance Proceeds	-	148,674	-	-	-	-	0%
4	TOTAL REVENUES	890,983	1,103,834	1,035,027	958,875	1,019,867	(15,159)	-1%
EXPENDITURES								
7	Infrastructure Reinvestment	-	-	-	-	148,916	148,916	100%
8	Capital Improvement Plan (CIP)	622,752	1,666,105	1,035,027	472,258	870,951	(164,076)	-16%
9	TOTAL EXPENDITURES	622,752	1,666,105	1,035,027	472,258	1,019,867	(15,160)	-1%
11	EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	268,231	(562,271)	-	486,617	-	-	0%
FUND BALANCE								
14	Fund Balance - Beginning	1,623,112	1,891,343	1,891,343	1,329,072	1,329,072	(562,271)	-30%
15	Fund Balance Forward (utilization)	-	-	(15,159)	-	-	15,159	-100%
16	Transfer in from General Fund	-	-	130,982	-	-	(130,982)	-100%
17	Net Change in Fund Balance	268,231	(562,271)	-	486,617	-	-	0%
18	FUND BALANCE - ENDING	1,891,343	1,329,072	2,007,166	1,815,689	1,329,072	(678,094)	-34%

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
CAPITAL IMPROVEMENT PLAN (CIP)**

CAPITAL PROJECTS		FY 2027 PROPOSED
1	ALLOWANCE	\$ 172,000
2	ELECTRONICS	\$ 19,270
3	FITNESS EQUIPMENT	\$ 20,688
4	FURNITURE, FIXTURES & EQUIPMENT	\$ 6,684
5	FURNITURE, FIXTURES & DÉCOR	\$ 16,868
6	LANDSCAPING	\$ 25,462
7	MAILBOXES	\$ 18,884
8	PAVING	\$ 468,918
9	POOLS, WATER FEATURES & EQUIPMENT	\$ 47,914
10	VEHICLE, ATV, UTS	\$ 74,263
11	TOTAL CAPITAL PROJECTS¹	\$ 870,951

Footnote 1: Total estimated capital projects per the reserve study.

**GRAND HAVEN CDD
FISCAL YEAR 2026-2027 PROPOSED BUDGET
GENERAL FUND ASSESSMENT ALLOCATION**

OPERATIONS & MAINTENANCE (O&M)	
NET O&M BUDGET	\$4,963,144
COUNTY COLLECTION COSTS	\$105,599
EARLY PAYMENT DISCOUNT	\$211,198
GROSS O&M ASSESSMENT	\$5,279,941

CAPITAL RESERVE FUND (CRF)	
NET CAPITAL RESERVE FUND	\$1,019,867
COUNTY COLLECTION COSTS	\$21,699
EARLY PAYMENT DISCOUNT	\$43,399
GROSS CRF ASSESSMENT	\$1,084,965

LA VISTA LANDSCAPE RESTORATION	
NET LA VISTA ASSESSMENT	\$4,000
COUNTY COLLECTION COSTS	\$85
EARLY PAYMENT DISCOUNT	\$170
GROSS LA VISTA ASSESSMENT	\$4,255

UNIT TYPE	UNIT COUNT	ALLOCATION OF O&M ASSESSMENT				ALLOCATION OF CAPITAL RESERVE ASSESSMENT					ALLOCATION OF LA VISTA ASSESSMENT					
		ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	TOTAL O&M	O&M PER UNIT	ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	CAPITAL RESERVE FUND	CRF PER UNIT	ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	TOTAL LA VISTA	LA VISTA PER UNIT
SINGLE LOT AND OCCUPIED CONDOS	1,837	1.0	1,837.0	96%	\$5,076,282	\$2,763	1.0	1,837.0	96%	\$1,043,115	\$568					
LA VISTA CONDOS	24	1.0	24.0	1%	\$66,320	\$2,763	1.0	24.0	1%	\$13,628	\$568					
DOUBLE LOTS	5	2.0	10.0	1%	\$27,634	\$5,527	2.0	10.0	1%	\$5,678	\$1,136	1.0	24.0	100%	\$4,255	\$177
UNFINISHED CONDOS	1	24.0	24.0	1%	\$66,320		24.0	24.0	1%	\$13,628						
ESCALANTE	1	15.7	15.7	1%	\$43,385		15.7	15.7	1%	\$8,915						
	1,868		1,910.7	100%	\$5,279,941			1,910.7	100%	\$1,084,965			24.0	100%	\$4,255	

O&M VARIANCE	
FY 2026	\$4,642,810
FY 2027	\$4,963,144
	<u>\$320,334</u>

CRF VARIANCE	
FY 2026	\$1,019,867
FY 2027	\$1,019,867
	<u>\$0</u>

LA VISTA VARIANCE	
FY 2026	\$4,000
FY 2027	\$4,000
	<u>\$0</u>

UNIT TYPE	O&M ASSESSMENT PER UNIT			
	FY 2026 O&M PER UNIT	FY 2027 O&M PER UNIT	ANNUAL VARIANCE	MONTHLY VARIANCE
SINGLE LOT AND OCCUPIED CONDOS	\$2,585.00	\$2,763.35	\$178.35	\$14.86
LA VISTA CONDOS	\$2,585.00	\$2,763.35	\$178.35	\$14.86
DOUBLE LOTS	\$5,170.00	\$5,526.71	\$356.71	\$29.73
UNFINISHED CONDOS	\$62,040.00	\$66,320.50	\$4,280.50	\$356.71
ESCALANTE	\$40,584.50	\$43,384.66	\$2,800.16	\$233.35

UNIT TYPE	CRF ASSESSMENT PER UNIT			
	FY 2026 CRF PER UNIT	FY 2027 CRF PER UNIT	ANNUAL VARIANCE	MONTHLY VARIANCE
SINGLE LOT AND OCCUPIED CONDOS	\$567.84	\$567.84	\$0.00	\$0.00
LA VISTA CONDOS	\$567.84	\$567.84	\$0.00	\$0.00
DOUBLE LOTS	\$1,135.67	\$1,135.67	\$0.00	\$0.00
UNFINISHED CONDOS	\$13,628.07	\$13,628.07	\$0.00	\$0.00
ESCALANTE	\$8,915.03	\$8,915.03	\$0.00	\$0.00

UNIT TYPE	TOTAL ASSESSMENT PER UNIT			
	FY 2026 TOTAL PER UNIT	FY 2027 TOTAL PER UNIT	ANNUAL VARIANCE	MONTHLY VARIANCE
SINGLE LOT AND OCCUPIED CONDOS	\$3,152.84	\$3,331.19	\$178.35	\$14.86
LA VISTA CONDOS	\$3,330.14	\$3,508.50	\$178.35	\$14.86
DOUBLE LOTS	\$6,305.67	\$6,662.38	\$356.71	\$29.73
UNFINISHED CONDOS	\$75,668.07	\$79,948.57	\$4,280.50	\$356.71
ESCALANTE ¹	\$52,662.06	\$55,747.56	\$3,085.50	\$257.12

FOOTNOTE 1: INCLUDES ESCALANTE SPECIAL ASSESSMENT ADDED TO PARCEL 15-11-31-2985-00000-0000