Community Development District

Agenda Package
Regular Meeting

Thursday
October 29, 2026
9:00 a.m.

Meeting Location:
Creekside Amenity Center
located at 2 N. Village Parkway,
Palm Coast, Florida, 32137

Note: The Agenda 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, October 29, 2026,** at **9:00 a.m.** at the **Creekside Amenity Center, located at 2 N. Village 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 Howard@cddmanagers.com. We look forward to seeing you at the meeting.

Sincerely,

Howard McGaffney

Howard McGaffney
District Manager

Cc: Attorney
Engineer
District Records

Community Development District

Board of Supervisors
Dr. Merrill Stass-Isern, Chairman
Richard Mayor, Vice Chairman
Janet Greenwood, Assistant Supervisor
Kevin Foley, Assistant Supervisor
Kathy Myers, Assistant Supervisor

Staff
Howard McGaffney, District Manager
Scott Clark, District Counsel
David Sowell, District Engineer
Vanessa Stepniak, Director of Operations
John Lucansky, Amenity Manager

Revised Meeting Agenda
(29-October-2026, 9:00AM)

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **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 Director of Operations outside of the context of the meeting.*

- *Residents, please note that if you are unable to attend the meeting you may send your questions to the District Manager, Howard McGaffney at howard@cddmanagers.com, up until the day before the meeting.*

- *(Live streaming & previously recorded meetings can be found here -https://www.youtube.com/@GrandHavenCDD)*

4. Presentation of Proof of Publication(s) — Exhibit 1 Pg. 8

5. Staff Reports – Questions from Board Members Only

A. District Engineer

1. Presentation of Pond 13 & 14 Bank Erosion Report — Exhibit 2 Pgs. 10-13
2. Presentation of South Parking Lot Concept — Exhibit 3 Pg. 15
3. Presentation of 2026 Annual Infrastructure Inspection Report — Exhibit 4 Pgs. 17-36
4. Consideration of 2027 Stormwater Needs Analysis – State Required 5-Year Review
5. Update on Survey of Certain Parcels

B. Amenity Manager — Exhibit 5 Pgs. 38-45

C. Director of Operations

1. Monthly Operations & Administration Reports — Exhibit 6 Pgs. 47-50
2. Updated FY 2027 Capital Project Tracker — Exhibit 7 Pg. 52

D. District Counsel — Exhibit 8 Pgs. 54-57

E. District Manager

1. Acceptance of Final FY 2026 Goals & Objectives Review — Exhibit 9 Pgs. 59-60
2. Consideration of Draft FY 2027 Goals & Objectives — Exhibit 10 Pgs. 62-65

F. District Liaison: HOA Report

6. Consent Agenda

A. Consideration for Acceptance – The September 2026 Unaudited Financial Report — Exhibit 11 Pgs. 67-73

B. Consideration for Approval – The Minutes of the Board of Supervisors Workshop Meeting Held September 3, 2026 — Exhibit 12 Pgs. 75-78

C. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held September 17, 2026 — Exhibit 13 Pgs. 80-88

D. Final FY 2026 Capital Improvement Plan – Project Tracker — Exhibit 14 Pg. 90

E. Ratification of St. Johns Turf Care, LLC Croquet Court Maintenance Agreement — Exhibit 15 Pgs. 92-106

7. Business Items

A. Consideration of Village Center Night Swimming Proposal Options — Exhibit 16

1. NexStar Electrical Contractors, LLC- $37,454.00 — Exhibit 16A Pg. 109
2. American Electrical — Exhibit 16B Pgs. 111-112

B. Consideration of November 19th Meeting at 9:00AM Vs. December 3rd Meeting at 9:00AM

C. Consideration & Adoption of **Resolution 2027-01,** Human Resources, Evaluations & Retention Policy — Exhibit 17 Pgs. 114-136

D. Consideration & Adoption of **Resolution 2027-02,** Board Code of Conduct-2027 Revision — Exhibit 18 Pgs. 138-145

E. Consideration & Adoption of **Resolution 2027-03,** Security Assignment — Exhibit 19 Pgs. 147-153

F. Consideration of Joshua Trees Landscaping-Couquina Proposal - $66,300.00 — Exhibit 20 Pg. 155

8. Discussion Topics

A. Future Road Resurfacing, Planning, & Funding Plans

B. Parking on Riverfront Dr.

9. Supervisors' Requests

10. Next Meeting Quorum Check: November 19th or December 3rd at 9:00AM

Janet Greenwood	☐ **In Person**	☐ **Remote**	☐ **No**
Dr. Merrill Stass-Isern	☐ **In Person**	☐ **Remote**	☐ **No**
Kevin Foley	☐ **In Person**	☐ **Remote**	☐ **No**
Richard Mayor	☐ **In Person**	☐ **Remote**	☐ **No**
Kathy Myers	☐ **In Person**	☐ **Remote**	☐ **No**

11. 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 HavenCommunity Development District (the "**District**") will be held on Thursday, October 29, 2026, at 9:00 a.m. at the **Creekside Amenity Center, located at 2 N. Village 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 (904) 386-0186. 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
Howard McGaffney, District Manager
(904) 386-0186
7763-364014

Return to Agenda Pg. 2

EXHIBIT 2

September 27, 2026

Vanessa Stepniak
Operations Supervisor
Grand Haven CDD
2 North Village Parkway
Palm Coast, FL 32137

RE: ***Pond 13 and 14 Bank Erosion – 15, 51, 53, & 59 Osprey Circle and 13 Egret Drive***

Dear Ms. Stepniak:

Kimley-Horn performed a site visit on 09/24/2026 to review the bank condition of Pond 14 behind 15, 51, 53, & 59 Osprey Circle as well as Pond 13 behind 13 Egret Drive. The results of the review are summarized below.

Pond 14 – 15, 51, 53, & 59 Osprey Circle and Pond 13 – 13 Egret Drive

The pond bank behind all 5 properties consisted of maintained turf grass with intermittent chord grass dispersed along the bank. The slope angle to the surface water exceeded 3H:1V (Horizontal run to Vertical rise ratio) along all 5 properties and vertical drop-offs exceeding 18" were observed along the entire littoral zone as shown in the attached representative photos (additional photos available upon request).

This condition exceeds acceptable criteria for safety (3H:1V max or 10" vertical drop) and should be repaired. A coquina rip-rap installation similar to what has been installed in other areas of Ponds 13 & 14 should sufficiently address the safety issue and prevent further erosion.

Please contact me at 352-415-1897 or david.sowell@kimley-horn.com should you have any questions or need additional information.

Sincerely,
KIMLEY-HORN

David C. Sowell, P.E.

Attachments: Representative Photos

K:\GVL_Civil\142434000-Grand Haven CDD\Pond Bank Erosion\2026-09-27 Pond 13 & 14 Bank Erosion.docx

15 Osprey

53 Osprey

GRAND HAVEN COMMUNITY VILLAGE CENTER
PREPARED FOR
FLAGLER FLORIDA

SHEET NUMBER
1

RIVERFRONT DRIVE CONCEPT LAYOUT

KHA PROJECT 142434000
DATE MAY 2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY WSC
CHECKED BY KHA
DATE:

LICENSED PROFESSIONAL
DAVID C. SOWELL, P.E.
FLORIDA LICENSE NUMBER 68531

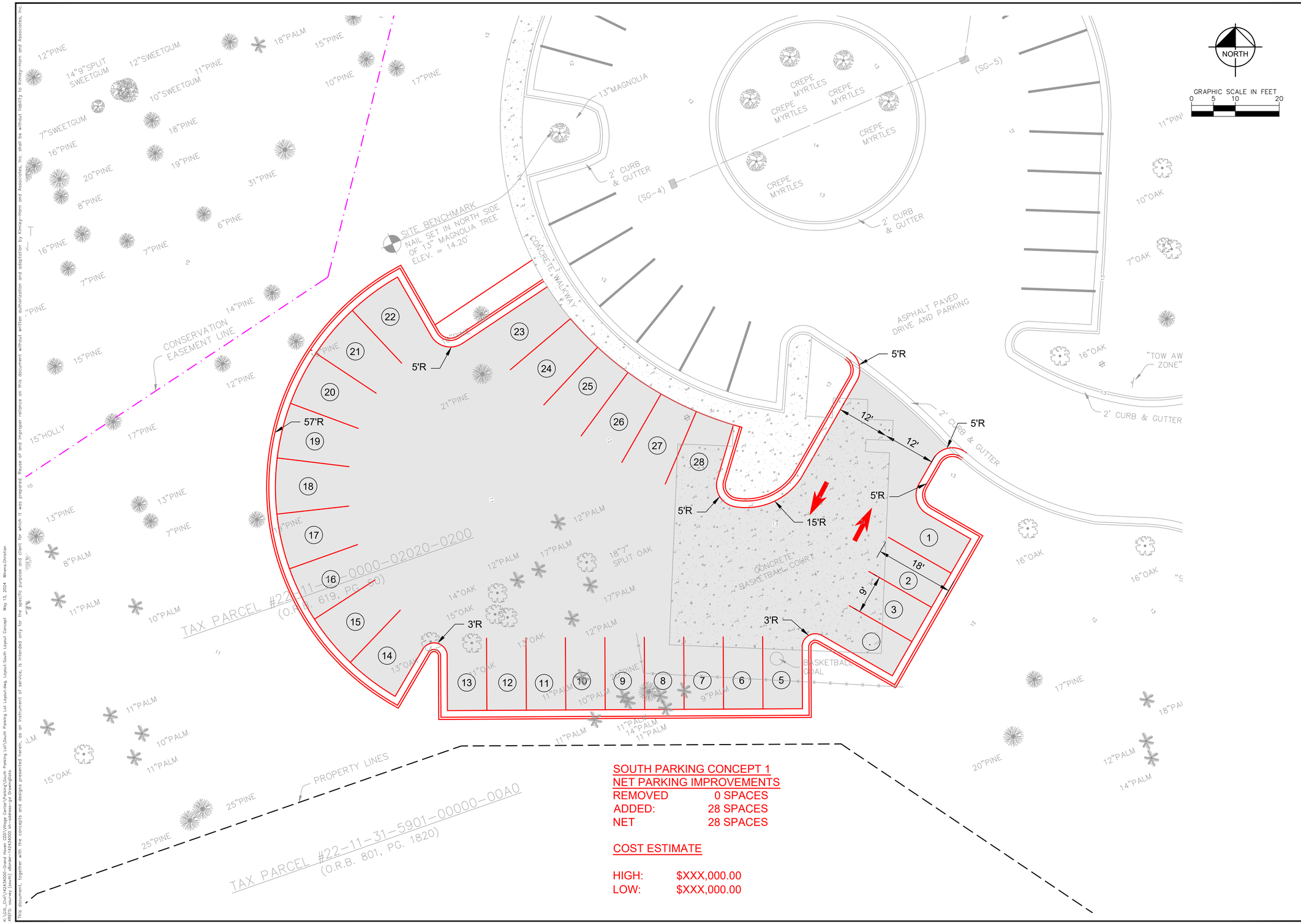
Kimley»Horn
© 2023 KIMLEY-HORN AND ASSOCIATES, INC.
805 SW 2ND AVENUE, SUITE 100, GAINESVILLE, FL 32601
PHONE: 352-374-3274
WWW.KIMLEY-HORN.COM REGISTRY NO. 35106

No.	REVISIONS	DATE	BY

K:\GNV_Civil\142434000-Grand Haven CDD\Village Center\Grading\Water Cub Drive\Riverfront Drive Improvements.dwg, Layout:Riverfront Drive Concept Jun 06, 2024 Wesley.Christian
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

Return to Agenda Pg. 2

EXHIBIT 3



SOUTH PARKING CONCEPT 1
NET PARKING IMPROVEMENTS

REMOVED	0 SPACES
ADDED:	28 SPACES
NET	28 SPACES

COST ESTIMATE

HIGH:	$XXX,000.00
LOW:	$XXX,000.00

No.	REVISIONS	DATE	BY

Kimley»Horn

© 2023 KIMLEY-HORN AND ASSOCIATES, INC.
800 SW 2ND AVENUE, SUITE 100, GAINESVILLE, FL 32601
PHONE: 352-374-3274
WWW.KIMLEY-HORN.COM REGISTRY NO. 35106

LICENSED PROFESSIONAL
DAVID SOWELL, P.E.
FLORIDA LICENSE NUMBER XXXXX
DATE: ____

KHA PROJECT 142434000
DATE MAY 2024
SCALE AS SHOWN
DESIGNED BY KHA
DRAWN BY WRC
CHECKED BY KHA

SOUTH PARKING LOT CONCEPT LAYOUT

GRAND HAVEN COMMUNITY VILLAGE CENTER
PREPARED FOR

FLAGLER FLORIDA

SHEET NUMBER
1

K:\LOAL_CIVil\142434000-Grand Haven CDD\Village Center\Parking\South Parking Lot\Layout.dwg, Layout:South Layout Concept May 13, 2024 @Hewa.Christian
XREFS: Survey (South) dbase=-142434000 xr-address=.pr DrawingData
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

Return to Agenda Pg. 2

EXHIBIT 4

2026 ANNUAL INFRASTRUCTURE INSPECTION REPORT

GRAND HAVEN CDD

PALM COAST, FLORIDA

Date Prepared: 9/30/2026

Kimley»Horn

Summary

David Sowell of Kimley-Horn performed an annual inspection of the roadways (asphalt, curb, gutter, sidewalk, stormwater inlets), amenity areas (building foundations, sidewalks, parking lots, drainage) and key retention ponds (control structures, outfalls, slopes) on 9/24/2026. The results of the inspection are summarized below.

Overall, the stormwater system appears to be adequately functioning and in need of only minor maintenance. The amenity areas appear to be well maintained with only a few areas of concern. The roadway surfacing appears to be in a condition acceptable for its age. The curb, gutter, and sidewalks show the most significant deficiencies primarily due to tree roots. A focused effort should be made to address the sidewalks as they pose a significant liability to the CDD. All other deficiencies can be addressed through regular maintenance programs.

Inspection Records

Location of Inspection: Creekside Amenity Area including both parking lots.

Items visually inspected along with results of inspection:

1. Building Foundations – No noticeable deficiencies.
2. Sidewalks – No noticeable deficiencies.
3. Parking areas – Fire department connection is blocked by hedges. It needs to be visible to the fire department with a clear path to the fire hydrant. See Figure 1.
4. Drainage – Area between tiki bar and croquet courts does not drain well and standing water was observed. See Figure 2.

Figure 1 - Creekside Amenity Center FDC

Figure 2 - Tiki Bar Flooding

Location of Inspection: Village Center Amenity Area including both parking lots.

Items visually inspected along with results of inspection:

1. Building Foundations – Retaining wall south of pool showing concrete spalling. See Figure 3. Building façade facing tennis courts showing mildew and wicking. See Figure 4.
2. Sidewalks – No noticeable deficiencies.
3. Parking areas – Small depression forming in north parking lot. See Figure 5.
4. Drainage – No noticeable deficiencies.

Figure 3 - Retaining Wall Spalling

Figure 4 - Amenity Center Wall Mildew and Wicking

Figure 5 - Depression in Parking Lot

Location of Inspection: Crossings Amenity Area including parking lot.

Items visually inspected along with results of inspection:

1. Building Foundations – No noticeable deficiencies.
2. Sidewalks – No noticeable deficiencies.
3. Parking areas – No noticeable deficiencies.
4. Drainage – No noticeable deficiencies.

Location of Inspection: Wild Oaks Amenity Area including parking lot.

Items visually inspected along with results of inspection:

1. Sidewalks – No noticeable deficiencies.
2. Parking areas – No noticeable deficiencies.
3. Drainage – New dog park drainage outfall structure is below the surrounding grade and will require frequent maintenance. See Figure 6.

Figure 6 -Below Grade Outfall from Dog Park

Location of Inspection: Ditch 10 outfall at Willow Oak Way

Items visually inspected along with results of inspection:

1. Weir structure – Southern sheet pile wall showing signs of scour. See Figure 7.
2. Ditch side slopes – No noticeable deficiencies.

Figure 7 - Sheet Pile Wall Scour

Location of Inspection: Tract H weir into Ditch 10

Items visually inspected along with results of inspection:

1. Weir structure – No noticeable deficiencies.
2. Ditch side slopes – No noticeable deficiencies.

Location of Inspection: Pond 40 control structure

Items visually inspected along with results of inspection:

1. Weir structure – No noticeable deficiencies.
2. Vegetation – Overgrown and needs attention. See Figure 8.

Figure 8 - Pond 40 Outfall Overgrowth

Location of Inspection: Pond 28 control structure

Items visually inspected along with results of inspection:

1. Weir structure – No noticeable deficiencies.
2. Vegetation – Overgrown and needs attention. See Figure 9.

Figure 9 - Pond 28 Control Structure Overgrowth

Location of Inspection: Pond 28 outfall into ICW

Items visually inspected along with results of inspection:

1. Headwall structure – No noticeable deficiencies.
2. Vegetation – Overgrown and needs attention. See Figure 10.

Figure 10 - Pond 28 Outfall Overgrowth

Location of Inspection: Pond 4 control structure

Items visually inspected along with results of inspection:

1. Pipe/Weir structure – No noticeable deficiencies.
2. Vegetation – No noticeable deficiencies.

Location of Inspection: Pond 4 outfall into ICW

Items visually inspected along with results of inspection:

1. Headwall structure – No noticeable deficiencies.
2. Vegetation – No noticeable deficiencies.

Location of Inspection: Pond 5 control structure

Items visually inspected along with results of inspection:

1. Pipe/Weir structure – No noticeable deficiencies.
2. Vegetation – No noticeable deficiencies.

Location of Inspection: Pond 5 outfall into ICW

Items visually inspected along with results of inspection:

1. Headwall structure – No noticeable deficiencies.
2. Vegetation – Overgrown and needs attention. See Figure 11.

Figure 11 - Pond 5 Outfall into ICW

Location of Inspection: Pond 11 control structure

Items visually inspected along with results of inspection:

1. Pipe/Weir structure – No noticeable deficiencies.
2. Vegetation – No noticeable deficiencies.

Location of Inspection: Pond 14 control structure

Items visually inspected along with results of inspection:

1. Pipe/Weir structure – No noticeable deficiencies.
2. Vegetation - No noticeable deficiencies.

Location of Inspection: Pond 16 control structure

Items visually inspected along with results of inspection:

1. Pipe/Weir structure – No noticeable deficiencies.
2. Vegetation – No noticeable deficiencies.

Location of Inspection: Pond 25 control structure

Items visually inspected along with results of inspection:

1. Pipe/Weir structure – No noticeable deficiencies.
2. Vegetation – No noticeable deficiencies.

Location of Inspection: Intersection of N Village Pkwy and N Waterview Drive

Items visually inspected along with results of inspection:

1. Crosswalk – Crosswalk terminates into grass. A ramp is required on the other side to comply with ADA. See Figure 12.

Figure 12 - N Village Pkwy & N Waterview Dr

Location of Inspection: Intersection of N Village Pkwy and N Park Circle

Items visually inspected along with results of inspection:

1. Crosswalk – Crosswalk terminates into grass. A ramp is required on the other side to comply with ADA. See Figure 13.

Figure 13 - N Village Pkwy & N Park Circle

Location of Inspection: District wide sidewalks, curb, gutter

Items visually inspected along with results of inspection:

1. Sidewalks – numerous and frequent areas where sidewalks are bowed due to tree roots and erosion. See Figures 14 & 15 for representative photos.
2. Curb and Gutter – numerous and frequent areas where the curb and gutter is not draining properly due to tree roots. See Figures 16 & 17 for representative photos.

Figure 14 - Sidewalk Bowing

Figure 15 - Sidewalk Bowing

Figure 16 - Curb and Gutter Holding Water

Figure 17 - Curb and Gutter Holding Water

Return to Agenda Pg. 2

EXHIBIT 5

Monthly Amenity Update

Date of report *10/20/2026* *Submitted by:* John Lucansky

CDD Meeting Action Items:

- Supervisor's request:
  - Cones get set up around the bend by the trees on River Front Drive during all events

- We continue the hourly amenity checks as directed by the Board
  - Monthly totals will be included in monthly report.
  - Hourly usage counts began on Monday March 27th for all amenities.
    - Pools, spas, bocce, pickleball, tennis, croquet courts 1-(2&3 combined), Grand Haven room and Creekside Room.
  - Please see attached hourly usage information

Café

- Starting to pick up with the snowbirds coming back
- We are happy to announce that the **Early Bird Dinner Specials** are going very well
  - These dinners specials are offered from 3-5pm and are dine in only. Dinners are at a lower cost with adjusted portion sizes. We hope to increase sales during this time for residents that like to eat earlier.

September Events:

We continue to offer as many events as possible. We strive to reach all demographics with a variety of special events including Trivia Nights, Name That Tune, Karaoke, singers, and more.

- Trivia was held on the 3rd and 16th
- Bocce League started on the 2nd
- Karaoke was held on the 5th
- Labor Day Dinner special was on the 7th
- Line dancing on the 10th
- Karaoke at the tiki hut on the 19th
- Bingo was held on the 22nd
- Prime Rib dinner special was held on the 23rd
- Meet and greet school board candidates on the 24th
- Line Dancing on the 28th
- Octoberfest dinner special was on the 29th
- Music Bingo was held on the 30th

Tiki Hut

- Sunday's food and beverage service hours are 12-8pm. We will keep this schedule if it shows viable sustainability from a cost-covering standpoint.

- We will keep monitoring the usage for Sundays, and I will include weekly P/L for each weekend in my weekly reports

Tennis Courts:

- Clay was added to all the courts due to the heavy rains we received the week of October 5th.
- Courts will be rolled on the week of the 19th.
- Windscreens reattached to fences as needed

Pickleball:

- New windsock installed
- Net caps cleaned

Bocce:

- **Bocce League started on Wednesday September 2nd**
  - Fall season has 152 people signed up
  - We will continue to put the cones up on River Front Drive when we have other events on bocce nights
- Fall season started September 2nd and will end November 27th.
- Playoffs will be held Dec. 2nd and 3rd
- Game nights are Wednesdays and Thursdays 3pm-8pm
- We still have steady groups that play on different days
  - Monday, Tuesday, and Saturday are big non-Bocce league play days

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.
- ***Brittani Thomas checks the observation reports daily and forwards any to CDD office staff. This ensures no delays in reporting and expedites repairs.***

September 2026 Location Overview

Participation comparison across Village Center and Creekside

Location	Total Participation	Share of Total	Average per Day	Top Activity	Peak Hour	Peak Count
Village Center	9166	68.5%	305.5333333	GH Room	10 AM	1303
Creekside	4216	31.5%	140.5333333	Pool	10 AM	561
Combined Total	**13382**	**100.0%**	**446.0666667**			

d Daily Participation Trend

Date	Village Center	Creekside	Combined
Sep 1	390	0	390
Sep 2	350	172	522
Sep 3	368	107	475
Sep 4	371	146	517
Sep 5	145	94	239
Sep 6	192	111	303
Sep 7	344	206	550
Sep 8	285	133	418
Sep 9	361	141	502
Sep 10	447	109	556
Sep 11	333	174	507
Sep 12	163	124	287
Sep 13	144	135	279
Sep 14	454	170	624
Sep 15	345	98	443
Sep 16	370	143	513
Sep 17	428	165	593
Sep 18	307	153	460
Sep 19	257	265	522
Sep 20	122	110	232
Sep 21	383	189	572
Sep 22	511	92	603
Sep 23	396	126	522
Sep 24	314	155	469
Sep 25	316	129	445
Sep 26	226	137	363
Sep 27	182	196	378
Sep 28	360	170	530
Sep 29	262	100	362
Sep 30	40	166	206

Village Center Participation Summary

September 2026 | Monthly participation, activity mix, and daily trend

Total Participation	Average per Day	Top Activity	Overall Peak Hour	Peak Hour Count
9166	305.5333	GH Room	10 AM	1303

Monthly Participation by Activity

Activity	Monthly Total	Peak Hour	Peak Count
GH Room	2180	9 AM	263
Pickleball	1483	9 AM	286
Bocce	1396	5 PM	269
Tennis	1305	8 AM	329
Gym	1220	10 AM	142
Pool	1117	10 AM	350
Lap Swim	271	8 AM	108
Spa	169	3 PM	22
Basketball	25	10 AM	16

Daily Participation Trend

Date	Participation
Sep 1	390
Sep 2	350
Sep 3	368
Sep 4	371
Sep 5	145
Sep 6	192
Sep 7	344
Sep 8	285
Sep 9	361
Sep 10	447
Sep 11	333
Sep 12	163
Sep 13	144
Sep 14	454
Sep 15	345
Sep 16	370
Sep 17	428
Sep 18	307
Sep 19	257
Sep 20	122
Sep 21	383
Sep 22	511
Sep 23	396
Sep 24	314
Sep 25	316
Sep 26	226
Sep 27	182
Sep 28	360
Sep 29	262
Sep 30	40

Village Center Peak Activity Hours

September 2026 | Monthly hourly totals by activity

Each cell totals all September observations for the activity and hour. Source closure codes are treated as zero.

Activity	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	Peak Hour	Peak Count
GH Room	0	0	144	263	143	110	105	232	249	200	210	260	166	86	12	9 AM	263
Pickleball	0	0	120	286	257	172	78	22	42	89	147	141	94	33	2	9 AM	286
Bocce	0	0	6	15	81	48	35	56	72	185	248	269	255	121	5	5 PM	269
Tennis	0	0	329	325	300	44	10	10	13	14	16	57	111	76	0	8 AM	329
Gym	109	79	54	106	142	117	108	82	79	96	68	71	54	35	20	10 AM	142
Pool	0	0	15	18	350	144	92	106	112	103	74	67	34	2	0	10 AM	350
Lap Swim	0	19	108	103	9	11	1	1	2	10	4	3	0	0	0	8 AM	108
Spa	4	6	10	12	5	16	15	12	17	22	10	16	20	4	0	3 PM	22
Basketball	0	0	0	0	16	0	0	3	0	2	1	3	0	0	0	10 AM	16
All Activities	**113**	**104**	**786**	**1128**	**1303**	**662**	**444**	**524**	**586**	**721**	**778**	**887**	**734**	**357**	**39**	**10 AM**	**1303**

Creekside Participation Summary

September 2026 | Monthly participation, activity mix, and daily trend

Total Participation	Average per Day	Top Activity	Overall Peak Hour	Peak Hour Count
4216	140.533	Pool	10 AM	561

Monthly Participation by Activity

Activity	Monthly Total	Peak Hour	Peak Count
Pool	1216	2 PM	154
Creekside RM	1103	3 PM	203
Croquet Ct 2-3	707	9 AM	189
Gym	600	9 AM	69
Croquet Ct 1	346	9 AM	70
Spa	146	6 PM	22
Basketball	57	10 AM	12
Kiddie Pool	41	12 PM	10

Daily Participation Trend

Date	Participation
Sep 1	0
Sep 2	172
Sep 3	107
Sep 4	146
Sep 5	94
Sep 6	111
Sep 7	206
Sep 8	133
Sep 9	141
Sep 10	109
Sep 11	174
Sep 12	124
Sep 13	135
Sep 14	170
Sep 15	98
Sep 16	143
Sep 17	165
Sep 18	153
Sep 19	265
Sep 20	110
Sep 21	189
Sep 22	92
Sep 23	126
Sep 24	155
Sep 25	129
Sep 26	137
Sep 27	196
Sep 28	170
Sep 29	100
Sep 30	166

Creekside Peak Activity Hours

September 2026 | Monthly hourly totals by activity

Each cell totals all September observations for the activity and hour. Source closure codes are treated as zero.

Activity	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	Peak Hour	Peak Count
Pool	25	11	72	126	141	74	97	139	154	145	84	49	56	42	1	2 PM	154
Creekside RM	0	13	54	48	105	103	32	174	202	203	110	49	10	0	0	3 PM	203
Croquet Ct 2-3	0	17	93	189	185	78	14	28	38	9	17	13	15	11	0	9 AM	189
Gym	42	41	45	69	54	59	63	41	40	39	35	18	25	25	4	9 AM	69
Croquet Ct 1	0	12	33	70	55	24	4	19	26	22	33	21	15	12	0	9 AM	70
Spa	0	3	1	5	9	9	6	12	20	17	14	16	22	12	0	6 PM	22
Basketball	0	0	0	5	12	10	4	3	4	11	4	1	2	1	0	10 AM	12
Kiddie Pool	0	0	0	0	0	0	10	10	10	1	4	4	2	0	0	12 PM	10
All Activities	**67**	**97**	**298**	**512**	**561**	**357**	**230**	**426**	**494**	**447**	**301**	**171**	**147**	**103**	**5**	**10 AM**	**561**

Return to Agenda Pg. 2

EXHIBIT 6

Monthly Operations Report

Prepared by: Vanessa Koper, Director of Operations
Submitted: October 21, 2026

MAINTENANCE & OPERATIONAL HIGHLIGHTS:

- **AED Replacements:** Three of the community's five AED devices were recalled due to potentially bent locator pins. Office staff coordinated with the company to obtain complete replacements for all three devices. (New devices cost approximately $1,500 each.)

- **Feral Hog Activity:** Reports of feral hog activity have increased on CDD property surrounding the Crossings. The trapper caught seven hogs in September and several more so far in October. Increased activity is typical this time of year due to changes in weather and falling acorns from community oak trees.

- **Firewise Mowing:** Areas are selected annually based on priority, accessibility, and available funding. The first area this fiscal year, behind Shinnecock Drive and Shinnecock Street, was completed on October 8. Work scheduled for October 15 was postponed due to an equipment issue and will be rescheduled once repairs are complete. Staff will determine additional areas for mowing.

- **Pond 6 Surface Aerator:** Electrical meter installation remains pending because FPL is currently unable to schedule service. FPL advised that most of its workforce is assisting with power restoration in hurricane-affected areas on Florida's opposite coast. The electrical work will be completed once FPL service can be scheduled.

PROJECT UPDATES:

Amenity Center Music System Upgrades

Status: Creekside Installed; Village Center Awaiting Delivery
Creekside Budget: $19,270
Village Center Budget: $19,270
Equipment Costs: Creekside – $1,040; Village Center – $2,860

Progress to Date:
The existing music equipment at Creekside stopped working in September. To restore music at the amenity building, the replacement equipment was ordered and installed upon arrival on September 23, rather than waiting until October 1. Because the purchase occurred before October 1, the $1,040 expense was charged to FY2026.

The Village Center equipment cost $2,860 because the larger facility and additional speakers require a larger amplifier. Delivery is scheduled for October 22, after which the vendor will schedule installation. The Rockbot systems allow staff to manage music through a computer, tablet, or smartphone.

Budget Scope:
The original budgets included replacing the speakers and wiring at both amenity centers. After evaluating the existing systems, the vendor recommended retaining those components. The purchases therefore cover only the Rockbot devices and associated equipment, resulting in substantially lower costs than originally budgeted.

Annual Operating Savings:
Rockbot music licensing costs $300 per device annually, totaling $600 for both locations. Compared with the $2,167 paid to SESAC in FY2026, this represents annual licensing savings of $1,567. Canceling the cable boxes currently used for music will save an additional $360 annually, bringing total anticipated annual savings to **$1,927.**

Next Steps:

- Receive the Village Center equipment and coordinate installation.
- Cancel and return the cable boxes once the transition is complete.

Community App

Status: Implementation in Progress

Approved Amount: $10,408

Board Approval Date: September 17, 2026

Progress to Date:

Staff attended a kickoff meeting with the vendor on October 6 to begin onboarding, meet the implementation team, and establish a timeline. Staff are currently providing the resources requested by the vendor.

Next Steps:

- Begin administrator training during the last week of October.
- Continue preparing the app for the planned community rollout in December 2026.

Pond Bank Reinforcement

Status: Proposal Pending Board Review
Budget: $35,000
Proposed Cost: $66,300 for five locations

Project Scope:
Installation of coquina rock along pond banks affected by water and wind erosion to help stabilize the banks and prevent further erosion.

Progress to Date:
The District Engineer has evaluated and identified five locations requiring repair. A contractor's proposal totaling $66,300 for all five locations will be presented to the Board at the October 29 meeting.

Board Consideration:

- The Board may approve repairs at all five locations and increase the budget by $31,300. Some projects currently included in the Capital Plan will be deferred this fiscal year, which may allow funding to be reallocated toward these repairs.
- As an alternative option, the Board may approve repairs at two of the five locations within the existing $35,000 budget and defer the remaining three to the next fiscal year. In considering deferral, repair costs may increase, and additional locations are likely to require reinforcement by next year.

New Mini Excavator Purchase

Status: Complete

Budget: $58,350

Purchase Price: $52,811

Under Budget: $5,539

Purchase Date: September 21, 2026

Purchase Summary:

The District purchased a new mini excavator using discounted pricing through a purchasing cooperative. Purchasing before the October 1 contract pricing change avoided an additional $1,900 in cost.

Fiscal Year Allocation:

The purchase was planned for FY2027. Before proceeding, staff consulted District Accounting, which initially advised that payment could be made before October 1 and recorded as a prepaid expense for FY2027. On September 23, after the equipment had been delivered, District Accounting advised that the auditor would require the purchase to be recorded in FY2026, even if initially classified as a prepaid expense. As a result, the full $52,811 purchase was charged to the FY2026 Capital Plan.

Mailbox Replacements

Status: Ordered – Delivery Pending
Budget: $18,884
Mailbox Cost: $13,350
Order Date: October 21, 2026

Project Scope:
Replacement of mailboxes and surrounds at two locations: Waterside Parkway and Sand Pine Drive.

Progress to Date:
The new mailboxes were ordered on October 21 for $13,350. Delivery has not yet been scheduled. The typical lead time is 8–12 weeks. Additional costs for replacing the surrounds have not yet been determined.

Next Steps:

- Determine surround replacement costs and coordinate installation.

Return to Agenda Pg. 2

EXHIBIT 7

GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY2026/2027 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER
10/21/2026

Line	Description	Adopted Budget	Revised Budget	Variance (+/-)	Invoiced Amount	Comments/Notes	Completed
1	Convection Oven, Dbl - Café Kitchen	$6,684	$6,684	$0			
2	Table - 30" Round metal table with 2 chairs	$4,138	$4,138	$0			
3	Table - 48" Round metal table with 4 chairs	$12,731	$12,731	$0			
4	Fitness, Cardio, Treadmill	$20,688	$20,688	-$5,091	$15,597	Completed 10/06/26	x
5	Replacement of Furnishings and Décor	$31,827	$31,827	$0			
6	~~Electronics, Sound System - CS Amenity Center~~	$19,270	$0	-$19,270	$0	Completed 9/25/26 in FY26 $1,040	x
7	Vehicle, 2014 UTV, Kawasaki Mule	$16,444	$16,444	-$815	$15,629	Order placed. Waiting for scheduled delivery date.	
8	~~Purchase - New Mini Excavator - Catepillar~~	$58,350	$0	-$58,350	$0	Completed 9/23/26 in FY 26 $52,811	x
9	GVWR 14,000 to 15,000 lb Trailer - for Caterpillar	$14,853	$14,853	$0	$13,807	Order placed. Estimated delivery date mid November.	
10	Infrastructure Repairs - Stormwater System	$100,000	$100,000	$0			
11	Pond Bank Reinforcement	$35,000	$35,000	$0		Proposal to be presented for Board approval on 10/29/26	
12	Lake Aerator (Annual)	$37,000	$37,000	$0			
13	Main Entrance Landscape Enhancement Project	$58,000	$58,000	$0		To be scheduled after any potential freezing weather has passed.	
14	Mailboxes	$18,884	$18,884	$0	$13,350	Order placed on 10/21/26. Waiting for scheduled delivery date.	
15	Road Resurfaciing Project 2027	$297,052	$297,052	$0			
16	Road Resurfacing Project - Curbs and Gutters	$79,568	$79,568	$0			
17	Electronics, Sound System for VC Pool Area	$19,270	$19,270	$0	$2,860	Order placed. Waiting for scheduled installation date.	
18	Pool Equipment, Handicap Lift x2	$28,644	$28,644	$0			
19							
20	Café Dehumidifier	$0	$6,000	$6,000	$6,000	Not included in Adopted CIP: Completed 10/06/26	x
21	**Totals:**	**$858,403**	**$786,783**	**($77,526)**	**$67,243**		

Return to Agenda Pg. 2

EXHIBIT 8

GRAND HAVEN MEETING ATTORNEY REPORT LIST (10/29/26)

1. **Tasks Accomplished**

   Since the last report:

   -prepared and sent notices required by rules on landscape bid process
   -prepared form of agreement with Verdego based on bid
   - reviewed and completed terms of agreement with GoGov
   -prepared form of aquatic maintenance contract
   -prepared analysis of merit bonus policy under consideration by board, including legal analysis of relevant statutes and rules
   -handled and analyzed issue of transition in security company ownership and prepared necessary documentation.
   -prepared Board memorandum on Stormwater Needs Analysis

2. **Stormwater Needs Analysis**

   Attached is a memorandum describing the requirement and process for the 2027 update required for the stormwater system report

3. **Attorney Fee Tracker**

   September 2026 fees: $15,255.00

   Over/Under Budget: $ 6,817.60 (FY 2026 Final)

M E M O R A N D U M

From: Clark & Albaugh, PLLC

To: Grand Haven CDD Board of Supervisors

Date: October 23, 2026

Subject: 2027 Statutory Stormwater Needs Analysis Projections

The Florida Legislature enacted section 403.9302, Florida Statutes 2021, effective July 1, 2021, which required each county, municipality, and special district that "provid[es] a stormwater management program or stormwater management system" to develop and submit a "needs analysis for its jurisdiction over the subsequent 20 years." The initial report was required to be submitted by June 30, 2022, and an updated report is required every five years thereafter. Thus, the District is required to submit its updated report by June 30, 2027.

The intent of the requirement, as expressed in 2021, was that the state would compile a database of needed stormwater expenditures, compare it to funding sources and inform state government of funding gaps that needed to be addressed. The information from the first cycle was compiled by the Florida Department of Environmental Regulation and the Florida Office of Economic and Demographic Research. It has been compiled in a publicly accessible database[1] for further study and action. The databased shows identified stormwater capital needs of approximately $69 Billion over a 20-year period. Nearly $800 Million of these needs are in special districts. It is not clear yet what revenue sources will be developed for the projected funding gap, but the information will continue to be used for purpose of state budgeting and grant formulation. Some cities and counties have already begun to use the data to increase the assessments levied by those governmental units.

A. Question Presented

What must the District do to comply with Florida's 2027 stormwater needs-analysis requirement?

B. Brief Answer

If the District provides a stormwater management program or stormwater management system, it must prepare a needs analysis covering the next 20 years. The analysis must be completed by June 30, 2027, and submitted, with its methodology and supporting data, to the county in which the largest portion of the District's stormwater program or system is located. Fla. Stat. § 403.9302 (2024).

To comply, the Board should confirm that the requirement applies, assign the engineering and financial work, review and approve the completed analysis, and authorize its timely submission to Flagler County ("County").

[1] Available at:
https://app.powerbigov.us/view?r=eyJrIjoiZjMwYzIwZmUtNjljOS00MmFmLWFiZTMtYzEwMWY0YTgyN2QwIiwidCI6IjA1MDViYmUzLTk3MjYtNDUxYi04ZjZmLWM3YTcyOWVhZTQ3MCJ9

C. Legal Requirements

Florida law requires each special district that provides a stormwater management program or stormwater management system to prepare a needs analysis every five years. The 2027 analysis must cover the following 20 years and be completed by June 30, 2027.

The analysis must include:

1. A detailed description of the stormwater management program or stormwater management system and its facilities and projects. The statute defines "facilities" as "any equipment, structure, or other property, including conveyance systems, used or useful in connection with providing a stormwater management program or stormwater management system."
2. The number of *current* and *projected* residents served calculated in 5-year increments.
3. The *current* and *projected* service area for the stormwater management program or stormwater management system.
4. The *current* and *projected* cost of providing services calculated in 5-year increments.
5. The estimated remaining useful life of each facility or its major components.
6. The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.
7. The District's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the District expects to close any projected funding gap.

After completing the analysis, the District must submit the following to the County:

- The completed needs analysis.
- The methodology used to prepare it.
- Supporting data necessary to understand the results.

The County must combine the District's submission with other local analyses and file the compiled document with the appropriate state officials by July 31, 2027.

D. District Action Plan

1. Confirm That the Requirement Applies

The Board should confirm whether the District provides a stormwater management program or system. The District does in fact own and operate a stormwater management system and is subject to the requirement to submit the needs analysis.

2. Assign Responsibility

The Board should authorize the following work:

a) The District Engineer or other qualified person or firm should prepare the facility inventory, system description, project list, service-area information, useful-life estimates, and projected maintenance, repair, replacement, and expansion costs.

b) The District Manager and financial staff should compile the five-year capital-account history and prepare the revenue, expenditure, and funding projections.

c) District staff and consultants should use consistent assumptions for population growth, inflation, construction costs, project timing, and the 20-year planning period.

3. Prepare the Required Information

The District should assemble:

a) A current inventory of stormwater facilities and major components.

b) Available inspection reports, maintenance records, permits, plans, and prior engineering reports.

c) Current and projected population and service-area information.

d) Projected stormwater costs at five-year intervals over the 20-year period.

e) Estimated remaining useful lives for the facilities and major components.

f) Five years of capital-account contributions, expenditures, and year-end balances.

g) A list of expected maintenance, rehabilitation, replacement, and expansion projects.

h) Expected revenues and any projected funding shortfall.

i) A practical explanation of how the District expects to address any projected shortfall.

4. Coordinate With the County

The District should contact the County early in the process to confirm that the County is prepared to receive the needs analysis and to determine whether the County has established any special procedures for the information gathering.

E. Review and Approval the Final Analysis

The final analysis should be presented to the Board early enough in June 2027 to allow corrections before the deadline. The Board should:

1. Confirm that all required categories are included.
2. Review the proposed projects, cost assumptions, revenue projections, and funding plan.
3. Approve the final analysis.
4. Authorize the District Manager to submit the analysis, methodology, and supporting data to the County.
5. Direct staff to retain the final submission and proof of delivery in the District's records.

F. Suggested Schedule

The Board should begin the process by late 2026 so that the engineering, financial, and funding information can be completed and approved before the statutory deadline. The District Manager should prepare a schedule of delivery times for various portions of the project so that the statutory deadline can be met.

Return to Agenda Pg. 2

EXHIBIT 9

Grand Haven Community Development District Performance Measures/Standards and Annual Reporting Form
10/1/2025-9/30/2026 (Completed)

1. **Public Meeting Compliance**
   Goal: Hold regular Board of Supervisors Meetings at least 10 times during FY 2026
   Measurement: Number of regular Board meetings held as verified with meeting minutes

   Achieved: Yes ☒ No ☐
   District Note: *The District exceeded its objective and goal by having 14 Regular meetings, and 1 Workshop.*

---

2. **Access to Records Compliance**
   Goal: Ensure that meeting minutes and other public records are available and accessible to the public
   Measurement: District staff will review District's website at least once every 6 months to verify documents or links are provided on the District's website

   Achieved: Yes ☒ No ☐
   District Note: *The Board met this objective and goal by having all recorded all approved meeting minutes posted to the website. All meeting minutes are also included in the actual agenda under Consent Agenda, which is where they are approved formally.*

---

3. **District Engineer or Field Operations Manager Site Inspection**
   Goal: Ensure that District Engineer or Operations Manager conduct annual inspection of the infrastructure owned by the District
   Measurement: The District Engineer or the Operations Manager will report to the Board when this inspection has occurred

   Achieved: Yes ☒ No ☐
   District Note: *The District Engineer conducted multiple onsite inspections during the year, but conducted an annual inspection September 24th.*

---

4. **Annual Budget Preparation**
   Goal: Approve the preliminary budget for FY 2027 by June 15, 2026 and Adopt the final budget for FY 2027 by September 30, 2026
   Measurement: Preliminary budget approved by June 15, 2026 and final budget adopted by September 30, 2026

   Achieved: Yes ☒ No ☐
   District Notes: *The District conducted multiple meetings leading up to the approval and adoption of the budget, meeting with all statutory deadlines and requirements.*

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5. **Financial Audit**
   Goal: Accept the FY 2025 annual audit by July 1, 2026
   Measurement: Whether the Board approves a motion to accept the annual audit before July 1, 2026

   Achieved: Yes ☐ No ☒
   District Notes: *The District complied with Statute Requirements to have an independent audit completed and submitted to the State no later than June 15th. The audit was completed by Grau and Associates, and the letter to the District is dated June 8, 2026. Due to Management transition, the Audit was added to the July 16th Agenda for the Board to accept by motion. There were no findings.*

District Manager **Date**

Chair/Vice Chair **Date**

Return to Agenda Pg. 2

EXHIBIT 10

Grand Haven Community Development District
Performance Measures/Standards and Annual Reporting Form
10/1/2026-9/30/2027 (DRAFT)

1. **Public Meeting Compliance**
   Goal: The District Manager and District, hold at least ten (10) Regular Board of Supervisors Meetings, and one (1) Budget Workshop during the fiscal year.
   Measurement: Number of workshops and regular Board meetings held as verified with meeting minutes

   Achieved: Yes ☐ No ☐
   District Note:

   ---

2. **Access to Records Compliance**
   Goal: The District Manager and, ensures that meeting minutes, adopted budget, meeting agendas, annual audit link, and other public records as directed by the Board are available and accessible to the public.
   Measurement: The District's website is verified every 6 months, that applicable documents or links are provided on the District's website.

   Achieved: Yes ☐ No ☐
   District Note:

   ---

3. **Annual Budget Preparation**
   Goal: The District approves and adopts an annual budget in accordance with Florida Statutes.
   Measurement: The District Manager facilitates at least (1) one budget workshop, ensuring the preliminary budget is approved by June 15th, and the final budget and assessments are adopted by resolution by September 30th.

   Achieved: Yes ☐ No ☐
   District Note:

   ---

4. **Financial Audit**
   Goal: The Financial Controller submits year-end financial materials and files to the District's Independent Auditing Firm by no later than December 31st, and successfully managed the District's accounting and financial obligations without any findings. The Board accepted the fiscal year annual audit by July 31st.
   Measurement: Board approves by motion to accept the annual audit before July 31st. The annual audit found no material weaknesses, and no findings.

   Achieved: Yes ☐ No ☐
   District Note:

---

5. **Financial Management**
   Goal: The District Manager and Director of Operations will successfully manage the total annual expenses to be at or below the adopted total budget, and amend the budget as necessary. (Does not include acts of nature, storm cleanup, or as a result of Board Direction)
   Measurement: The Unaudited Financial Statements through September 30th. If necessary, the Budget Amendment by November 30th.

   Achieved: Yes ☐ No ☐
   District Note:

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6. **Capital Improvement Plan Management**
   Goal: The District Manager and Director of Operations will successfully manage and complete the annual CIP in accordance with the District's procurement policy and as directed by the Board of Supervisors.
   Measurement: The Unaudited Financial Statements through September 30th. The Capital Improvement Plan-Project Tracker and Consent Agenda.

   Achieved: Yes ☐ No ☐
   District Note:

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7. **Employee Management**
   Goal: The Director of Operations will effectively and efficiently execute the District's Employee Management Policy and maintain adequate staffing levels as approved by the Board of Supervisors.
   Measurement: Complete 100% of all employee annual performance evaluations, maintain Board approved staffing levels, and stay within the annual adopted budget.

   Achieved: Yes ☐ No ☐
   District Note:

---

8. **Vendor Management**
   Goal: The Director of Operations will effectively and efficiently manage all vendors and contractors performing onsite services.
   Measurement: Conduct annual contract and services review with each of the major services contractors (Amenity, Landscape, Pond, and Security). Make recommendations for RFP's, or changes in services to the Board.

   Achieved: Yes ☐ No ☐
   District Note:

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9. **District Engineer Site Inspection**
   Goal: The District Engineer will conduct one (1) annual inspection of the stormwater infrastructure, roads, bridges, and amenities owned by the District, to be performed within the 1st quarter of the Fiscal Year.
   Measurement: The District Engineer will submit an executive summary consisting of photos, annotations and descriptions of findings, recommendations, and submit the report to the Board to be included in the January or February Agenda. Communicate to the District Manager and Director of Operations, the date and time when this inspection will occur and any critical or emergency repair needs within 24 hours.

   Achieved: Yes ☐ No ☐
   District Note:

10. District Counsel's Annual Report on Legislative Updates and District Rules Review

Goal: The District Counsel will stay apprised of all State/Federal Legislative Matters that impact the District, and work with Staff on an annual review of all District Rules, Policies, and Rates.

Measurement: The District Counsel will submit executive summaries as needed and include them under District Counsel's Staff Report on the monthly agenda as necessary, and submit one executive summary annually at the close of the legislative session. District Counsel will review all District Rules and Policies on an annual basis for the purpose of updating them to comply with Board direction, policy changes, and ensure all public hearings are conducted in proper legal manner.

Achieved: Yes ☐ No ☐

District Note:

District Manager **Date**

Chair/Vice Chair **Date**

Return to Agenda Pg. 2

EXHIBIT 11

Grand Haven
Community Development District

Financial Statements
(Unaudited)

September 30, 2026

Grand Haven CDD
Balance Sheet
September 30, 2026

		General Fund	Special Revenue Fund	Total
1	**Assets:**			
2	Valley National Bank - Operating	4,843,204	-	4,843,204
3	Truist - Operating	20,023	-	20,023
4	SBA 161601A	8,502	-	8,502
5	Interest Receivable	-	-	-
6	Accounts Receivable	50,070	-	50,070
7	Assessments Receivable	-	-	-
8	Due From Other Funds	-	1,413,661	1,413,661
9	Deposits	110	-	110
10	Prepaid Items	-	-	-
11	**Total Assets**	**$ 4,921,909**	**$ 1,413,661**	**$ 6,335,570**
12	**Liabilities:**			
13	Accounts Payable	$ 107,476	$ (119)	107,357
14	Deferred Revenue	-	-	-
15	Due to Other Funds	1,413,661	-	1,413,661
16	**Total Liabilities**	**1,521,137**	**(119)**	**1,521,018**
17	**Fund Balance:**			
18	Non-Spendable:			
19	Prepaid & Deposits	110	-	110
20	Assigned:			
21	Operating Capital	805,714	-	805,714
22	Disaster *	803,419	-	803,419
23	Unassigned	1,791,529	1,413,780	3,205,309
24	**Total Fund Balance**	**3,400,771**	**1,413,780**	**4,814,552**
25	**Total Liabilities & Fund Balance**	**$ 4,921,909**	**$ 1,413,661**	**$ 6,335,570**

* $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 September 30, 2026

		FY 2026 Adopted Budget	FY 2026 Month of September	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	$ -	$ 4,685,029	$ 42,219	101%
4	Assessment Levy - Lavista Landscape	4,000	-	4,036	36	101%
5	Assessment Levy - Escalante	2,973	-	3,000	27	101%
6	**Additional Revenues**					
7	Reuse Water	23,000	6,148	35,256	12,256	153%
8	Gate & Amenity Guest	9,000	698	26,542	17,542	295%
9	Tennis	500	153	1,694	1,194	339%
10	Room Rental & Rec Center Fee	2,000	350	2,619	619	131%
11	Interest - Investments	150,000	12,375	181,839	31,839	121%
12	Insurance Proceeds	-	-	18,030	18,030	-
13	Miscellaneous	-	43	13,854	13,854	-
14	**TOTAL REVENUES**	**4,834,283**	**19,768**	**4,971,899**	**137,616**	**103%**
15	**EXPENDITURES**					
16	**ADMINISTRATIVE**					
17	Supervisors - Regular Meetings	12,000	1,600	13,400	1,400	112%
18	Supervisors - Workshops	9,000	-	-	(9,000)	0%
19	District Management	46,634	5,000	88,589	41,955	190%
20	Administrative	12,396	1,450	14,063	1,667	113%
21	Accounting	25,597	3,050	29,264	3,667	114%
22	Assessment Roll Preparation	11,264	1,355	12,931	1,667	115%
23	Office Supplies	1,180	-	1,134	(46)	96%
24	Postage	4,104	-	2,478	(1,627)	60%
25	Audit	4,500	-	4,500	-	100%
26	Legal - General Counsel	170,000	10,855	148,024	(21,976)	87%
27	Engineering	45,796	-	43,177	(2,619)	94%
28	Engineering - Stormwater Analysis	5,000	-	-	(5,000)	0%
29	Legal Advertising	5,000	107	1,076	(3,924)	22%
30	Bank Fees	1,858	-	(98)	(1,956)	-5%
31	Dues & Licenses	175	-	175	-	100%
32	Property Taxes	2,973	-	2,553	(420)	86%
33	Contingency	96,160	-	10,925	(85,235)	11%
34	**TOTAL ADMINISTRATIVE**	**453,636**	**23,416**	**372,190**	**(81,446)**	**82%**
35	**INFORMATION & TECHNOLOGY**					
36	IT Support	31,500	2,899	33,984	2,484	108%
37	Village Center & Creekside Telephone/Fax	8,459	814	9,735	1,276	115%
38	Village Center & Creekside Cable/Internet	17,200	1,737	20,223	3,023	118%
39	Wi-Fi for Gates/Hot Spots	32,897	481	10,922	(21,976)	33%
40	Cell Phones	8,977	452	5,328	(3,649)	59%
41	Website Hosting & Development	1,912	-	1,050	(862)	55%
42	ADA Website Compliance	1,500	379	1,894	394	126%
43	Communications: E-Blast	631	-	709	78	112%
44	**TOTAL INFORMATION & TECHNOLOGY**	**103,077**	**6,762**	**83,845**	**(19,232)**	**81%**
45	**INSURANCE**					
46	Insurance	142,000	-	140,975	(1,025)	99%
47	**TOTAL INSURANCE**	**142,000**	**-**	**140,975**	**(1,025)**	**99%**
48	**UTILITIES**					
49	Electric:					
50	Electric Services - #12316, 85596, 65378	9,564	994	11,555	1,991	121%

Grand Haven CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2025 to September 30, 2026

		FY 2026 Adopted Budget	FY 2026 Month of September	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
51	Electric - Village Center #18308	44,638	-	35,735	(8,902)	80%
52	Electric - Creekside #87064, 70333	32,019	2,334	22,859	(9,160)	71%
53	Streetlights	32,429	2,393	29,393	(3,036)	91%
54	Propane - Spas/Café	60,000	1,678	49,348	(10,652)	82%
55	Garbage - Amenity Facilities	19,186	-	17,868	(1,318)	93%
56	Water/Sewer:					
57	Water Services	180,000	18,132	188,716	8,716	105%
58	Water - Village Center #324043-44997	25,000	1,787	20,887	(4,113)	84%
59	Water - Creekside #324043-45080	14,000	1,089	28,567	14,567	204%
60	Pump House Shared Facility	10,000	-	(9,884)	(19,884)	-99%
61	**TOTAL UTILITIES**	**426,836**	**28,406**	**395,045**	**(31,791)**	**93%**
62	**FIELD OPERATIONS**					
63	Stormwater System:					
64	Aquatic Contract	68,052	4,926	59,108	(8,944)	87%
65	Aquatic Contract - Lake Watch	7,663	-	-	(7,663)	0%
66	Aquatic Contract - Aeration Maintenance	5,049		1,289	(3,760)	26%
67	Stormwater system repairs & maintenance	18,403	3,365	12,608	(5,795)	69%
68	Property Maintenance:					
69	Horticultural Consultant	12,118	900	15,210	3,092	126%
70	Landscape Repairs & Replacement	50,444	16,732	45,234	(5,210)	90%
71	Landscape Maintenance - Contracted Services - VerdeGo	718,070	59,839	711,199	(6,871)	99%
72	Landscape Maintenance - Yellowstone	79,695	5,923	71,070	(8,625)	89%
73	Tree Maintenance - Oak Tree Pruning	52,730	6,400	67,200	14,470	127%
74	Lavista Landscape Restoration	4,000	-	3,200	(800)	80%
75	Optional Flower Rotation	26,750	-	-	(26,750)	0%
76	Irrigation Repairs & Replacement	42,800	2,743	29,142	(13,658)	68%
77	Streetlight Maintenance	10,795	35	7,164	(3,632)	66%
78	Vehicle Repairs & Maintenance	18,249	141	22,904	4,655	126%
79	Office Supplies - Field Operations	17,672	127	10,102	(7,570)	57%
80	Holiday Lights	6,000	102	2,815	(3,185)	47%
81	CERT Operations	535	-	616	81	115%
82	Community Maintenance	150,000	10,769	104,751	(45,249)	70%
83	Storm Clean-Up	32,819	-	13,595	(19,224)	41%
84	**TOTAL FIELD OPERATIONS**	**1,321,843**	**112,001**	**1,177,207**	**(144,636)**	**89%**
85	**STAFF SUPPORT**					
86	Payroll Expense	785,000	49,316	623,300	(161,700)	79%
87	Merit Pay/Bonus	45,000	-	20,511	(24,489)	46%
88	Payroll Taxes	63,100	8,619	107,962	44,862	171%
89	Employee Insurance	111,000	5,323	98,957	(12,043)	89%
90	Insurance - Workers' Compensation	30,000	(4,978)	6,521	(23,479)	22%
91	Payroll & PEO Services	34,000	2,025	21,860	(12,140)	64%
92	Mileage Reimbursement	8,000	331	3,722	(4,278)	47%
93	**TOTAL STAFF SUPPORT**	**1,076,100**	**60,636**	**882,833**	**(193,267)**	**82%**
94	**AMENITY OPERATIONS**					
95	Amenity Management	735,000	60,890	730,680	(4,320)	99%
96	A/C Maintenance & Service	23,521	-	8,889	(14,632)	38%
97	Fitness Equipment Service	3,400	-	1,670	(1,730)	49%
98	Music Licensing	4,580	-	4,374	(206)	96%
99	Pool/Spa Permits	1,104	-	896	(208)	81%
100	Pool Chemicals	28,446	2,039	48,778	20,332	171%
101	Pest Control	2,850	639	2,994	145	105%

Grand Haven CDD
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the period from October 1, 2025 to September 30, 2026

		FY 2026 Adopted Budget	FY 2026 Month of September	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
102	Amenity Maintenance	168,525	6,051	167,816	(709)	100%
103	Special Events	17,418	1,450	14,414	(3,004)	83%
104	**TOTAL AMENITY OPERATIONS**	**984,843**	**71,069**	**980,511**	**(4,333)**	**100%**
105	**SECURITY**					
106	Gate Access Control Staffing	239,556	-	194,402	(45,154)	81%
107	Additional Guards	7,490	-	786	(6,704)	11%
108	Guardhouse Facility Maintenance	28,088	5,033	24,613	(3,475)	88%
109	Gate Communication Devices	11,814	4,098	11,488	(326)	97%
110	Gate Operating Supplies	31,500	-	5,167	(26,333)	16%
111	Fire & Security System	7,500	75	5,703	(1,797)	76%
112	**TOTAL SECURITY**	**325,947**	**9,205**	**242,160**	**(83,788)**	**74%**
113	**TOTAL EXPENDITURES**	**$ 4,834,283**	**$ 311,495**	**$ 4,274,766**	**$ (559,517)**	**88%**
114	**REVENUES OVER (UNDER) EXPENDITURES**	**-**	**(291,727)**	**697,133**	**697,133**	
115	**OTHER FINANCING SOURCES (USES)**					
116	Transfer In	-	-	-	-	
117	Transfer Out	-	-	-	-	
118	**TOTAL OTHER FINANCING SOURCES (USES)**	**-**	**-**	**-**	**-**	
119	**NET CHANGE IN FUND BALANCE**	**-**	**(291,727)**	**697,133**	**697,133**	
120	Fund Balance - Beginning			2,703,638	2,703,638	
121	Fund Balance Forward			-	-	
122	**FUND BALANCE - ENDING - PROJECTED**	**$ -**		**$ 3,400,771**	**$ 3,400,771**	

Grand Haven CDD
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For the period from October 1, 2025 to September 30, 2026

		FY 2026 Adopted Budget	FY 2026 Month of September	FY 2026 Actual Year-to-Date	Over (Under) Amt to FY Annual Budget	% of Budget
1	**REVENUES**					
2	Assessments Levied (Net)	$ 1,019,867	$ -	$ 1,029,141	$ 9,274	101%
3	Interest	-	-	-	-	
4	Insurance Proceeds	-	-	-	-	
5	Fund Balance Forward	15,159	-	-	(15,159)	
6	**TOTAL REVENUES**	**1,035,026**	**-**	**1,029,141**	**(5,885)**	**99%**
7	**EXPENDITURES**					
8	Capital Improvement Plan (CIP)	1,035,027	39,535	944,433	(90,594)	91%
9	**TOTAL EXPENDITURES**	**$ 1,035,027**	**$ 39,535**	**$ 944,433**	**$ (90,594)**	**91%**
10	**REVENUES OVER (UNDER) EXPENDITURES**	**(1)**	**(39,535)**	**84,708**	**84,709**	
11	**OTHER FINANCING SOURCES (USES)**					
12	Transfer In	-	-	-	-	
13	Transfer Out	-	-	-	-	
14	**TOTAL OTHER FINANCING SOURCES (USES)**	-	-	-	-	
15	**NET CHANGE IN FUND BALANCE**	**(1)**	**(39,535)**	**84,708**	**84,709**	
16	Fund Balance - Beginning			1,329,072	1,329,072	
17	Fund Balance Forward			-	-	
18	**FUND BALANCE - ENDING - PROJECTED**	**$ (1)**		**$ 1,413,780**	**$ 1,413,781**	

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%	-	0.00%
	ICS**	2,452,990	3.39%	5,528	3.39%	-	0.00%	-	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%	6,838,001	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%	8,340	3.83%
Truist	DDA*	8,598	0.01%	9,119	0.01%	9,837	0.01%	14,027	0.01%	14,536	0.01%	16,368	0.01%
Total Cash		**$ 3,581,557**		**$ 4,378,416**		**$ 7,733,534**		**$ 7,392,724**		**$ 7,228,740**		**$ 6,862,709**	

Institution	Type	April Balance	Rate	May Balance	Rate	June Balance	Rate	July Balance	Rate	August Balance	Rate	September Balance	Rate
Valley National	DDA*	6,473,932	3.04%	6,340,347	3.04%	6,113,647	3.04%	5,561,419	3.04%	5,223,782	3.04%	4,843,204	3.04%
Florida Prime	Investment***	8,366	3.84%	8,393	3.81%	8,420	3.83%	8,447	3.84%	8,475	3.85%	8,502	3.93%
Truist	DDA*	17,489	0.01%	17,489	0.01%	18,499	0.01%	19,066	0.01%	19,416	0.01%	20,023	0.01%
Total Cash		**$ 6,499,787.52**		**$ 6,366,229.67**		**$ 6,140,565.54**		**$ 5,588,932.07**		**$ 5,251,673.22**		**$ 4,871,728.67**	

* 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

Return to Agenda Pg. 3

EXHIBIT 12

MINUTES OF MEETING

GRAND HAVEN

COMMUNITY DEVELOPMENT DISTRICT

The Workshop Meeting of the Board of Supervisors of the Grand Haven Community Development District was held on September 3, 2026, at 9:02 a.m. at the Grand Haven Room, located at the Grand Haven Village Center, 2001 Waterside Parkway, Palm Coast, Florida, 32137.

FIRST ORDER OF BUSINESS – Call to Order/Roll Call

Mr. McGaffney called the meeting to order and conducted roll call.

Present among Board members were:

Dr. Merrill Stass-Isern	Board Supervisor, Chairwoman
Kevin Foley	Board Supervisor, Assistant Secretary
Janet Greenwood	Board Supervisor, Assistant Secretary
Kathy Myers	Board Supervisor, Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Scott Clark *(via phone)*	District Counsel
Vanessa Stepniak	Director of Operations
Louise Leister	District Horticulturist
Veronica Reinhardt	Resident
Tom Byrne	Resident
Tony Ross	Resident
Dawn Brunetti	Resident

The following is a summary of the discussions and actions taken at the September 3, 2026 Grand Haven CDD Board of Supervisors Workshop Meeting. Audio for this meeting is available upon public records request.

SECOND ORDER OF BUSINESS – Pledge of Allegiance

The Pledge of Allegiance was led by Dr. Merrill

THIRD ORDER OF BUSINESS – Audience Comments – *(limited to 3 minutes per individual for agenda items only)*

Mr. McGaffney issued a clarification that workshop meetings would not be livestreamed on YouTube, and that this feature would be limited to regular meetings. Mr. McGaffney apologized for including incorrect information regarding livestreaming on the workshop meeting agenda, and clarified that the meeting audio would still be recorded and available.

Ms. Reinhardt noted her concerns with an apparent lack of a stormwater management needs analysis plan by the CDD, suggesting that this should have been submitted to the County in 2022. Ms. Reinhardt also questioned whether any testing of the stormwater drains had occurred to date. Mr. McGaffney clarified that the District Engineer had completed the needs analysis in 2022 per state requirement, and that this requirement necessitated repeat analyses every five years. Mr. McGaffney also noted that staff was working on recommendations to be presented to the Board and public which would include a plan of preventative maintenance program related to underground utility threats that the Fact-Finding Group had investigated. Mr. McGaffney also noted that the group would present their final report and informational findings at the next regular meeting.

Mr. Byrne thanked the community and Board for their support in efforts to fill the upcoming vacancy on the Board of Supervisors. Mr. Byrne noted his distribution plans for the flyer

advertising the upcoming Meet The Candidates event, and encouraged those in attendance to promote the event with friends and family. Mr. Byrne additionally gave an overview of the planned structure of the event to introduce the three qualified candidates.

Mr. Ross emphasized the importance of the walking paths throughout Wild Oaks, and requested for alternate paths on CDD property to be set up before any given path was proposed for closure. Three additional residents voiced their opposition to the closure and removal of a current walking path along Blue Oak Lane. Ms. Brunetti responded to the comments to clarify that she was not specifically advocating for the closure and destruction of the walking path, but that the request for action was to shift the walking path off of private property. Discussion ensued regarding jurisdiction and rights related to conservation easements.

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

FIFTH ORDER OF BUSINESS – Presentation of Landscape RFPs

Mr. McGaffney stated that three landscaping companies had attended the mandatory on-site pre-bid meeting, and that two of these companies, VerdeGo and Yellowstone, had submitted proposals.

A. Verdego – *Under Separate Cover*

B. Yellowstone – *Under Separate Cover*

SIXTH ORDER OF BUSINESS – Discussion Topics

A. Exhibit 2: Walking Path at Blue Oak Ln. Update – District Counsel

Mr. Clark provided a summary of legal issues surrounding the walking paths and a lack of recorded easements provided following the developer's bankruptcy. Mr. Clark advised that there was a 20-year statute of limitation for public use of easements, additionally highlighting a drainage easement that was 20-feet in width on the property containing the walking path. Discussion ensued, with comments made noting drainage problems observed by the District horticulturist, and Mr. Clark noting legal ramifications of continued maintenance of the path. Mr. McGaffney indicated the need for developing a comprehensive solutions with the potential for solutions such as leaving the area in a natural state or adopting maintenance plans as an alternative to costs and impacts of fully removing the path.

B. Exhibit 3: Tract D

Mr. McGaffney explained an ongoing dispute between homeowners regarding the maintenance of Tract D, as adjacent homeowners in the area had submitted conflicting maintenance plans. Mr. Clark provided additional historical context as to previous discussions with the CDD Board and disagreements on the Tract. Comments were heard from staff members, including Ms. Stepniak who suggested a clear delineation of boundary lines to establish specific maintenance responsibilities, as well as Ms. Leister who emphasized the importance of clear communication. Mr. McGaffney stated that he planned on speaking with the new homeowner to discuss rights and responsibilities, and gathering more information prior to providing recommendations for decision-making.

C. HR Policies & PEO Provider – *Under Separate Cover*

Mr. McGaffney presented the current staffing structure and Human Resources policies in place at Grand Haven, noting a present need for job description updates to provide for better clarity in the metrics by which performance will be measured. Mr. McGaffney noted that the Director of Operations would be involved in employee evaluations, which Ms. Stepniak elaborated on. Staff comments were heard regarding employee self-evaluation, and Mr. McGaffney explained the criteria for employee performance, scored on a 1-5 rating scale where 3 was "meets expectations"

and 4 and 5 metrics for exceeding expectations were the basis of merit increases. The Board and staff discussed the process of raising wages for employees, with comments outlining the distinction between performance merit-based increases and cost-of-living increases, and Ms. Stepniak was asked to confer with District Counsel regarding the current policy on holiday bonuses. Ms. Stepniak add Mr. McGaffney and the Board discussed the PEO and the KPIs specific to each job, and incorporating the KPIs and core competencies into the evaluation process as well as tying them to performance bonuses. The Board agreed to continue discussions of bonus policies at a future workshop meeting, and additionally agreed to evaluate leadership KPIs and finalize the employee evaluation process by December.

Mr. McGaffney additionally noted plans and processes being implemented by the Director of Operations to properly train use of heavy equipment and maintenance, as well as monthly staff meetings. Mr. McGaffney noted staff efforts for OSHA maintenance training, specialized equipment training, and stormwater operation certification, adding that while it was not expected for all employees to be put through the course and its time and monetary investment, he felt it would be important to bolster staff skills. Mr. McGaffney also stated that the CDD had created job descriptions for field maintenance worker positions and their various listed tiers, and suggested that Board members could submit their feedback on the written descriptions for redline revisions to be brought back.

The Board and staff discussed the benefits package being offered through the PEO provider to employees, highlighting the standard package including health insurance, life insurance, 401k plans, dental coverage, and vision coverage. Discussion ensued regarding insurance coverage costs and percentages for self coverage versus spouse and family. Comments were heard noting additional research being conducted for competing PEO companies and evaluation of the current contract with Trinet. The Board and Mr. McGaffney discussed the process by which District Managers may be evaluated, with Mr. McGaffney noting that he operated on a contractual role, and comments were heard from the Board in favor of formalizing a mechanism for the position's regular evaluation.

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

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS – Next Meeting Quorum Check: September 17 at 9:00 AM

All Board members present stated that they would be in attendance at the next meeting, rescheduled for September 17 at 9:00 a.m., in person, which would constitute a quorum.

NINTH ORDER OF BUSINESS – Adjournment

The meeting was adjourned at 12:28 p.m.

**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 <u>October 29, 2026</u>.

Signature	**Signature**
Printed Name	**Printed Name**
Title: □ **Secretary** □ **Assistant Secretary**	**Title:** □ **Chairman** □ **Vice Chairman**

Return to Agenda Pg. 3

EXHIBIT 13

MINUTES OF MEETING

GRAND HAVEN

COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Grand Haven Community Development District was held on September 17, 2026, at 9:02 a.m. at the Grand Haven Room, located at the Grand Haven Village Center, 2001 Waterside Parkway, Palm Coast, Florida, 32137.

FIRST ORDER OF BUSINESS – Call to Order/Roll Call

Mr. McGaffney called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Dr. Merrill Stass-Isern *(joined in progress)*	Board Supervisor, Chairwoman
Richard Mayor	Board Supervisor, Vice Chairman
Kevin Foley	Board Supervisor, Assistant Secretary
Janet Greenwood	Board Supervisor, Assistant Secretary
Kathy Myers	Board Supervisor, Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Scott Clark	District Counsel
Vanessa Stepniak	Director of Operations
John Lucansky	Amenity Manager
Louise Leister	District Horticulturist
Billy Genovese	VerdeGo Landscape
John Cabaniss	VerdeGo Landscape
Brian Cousino	VerdeGo Landscape
Roger Cressey	Resident
Tom Cavey	Resident
Tom Hart	Resident
Patricia Hart	Resident
Veronica Reinhardt	Resident
Tom Byrne	Resident
Jeff Davis	Resident
Denise Gallo	Resident
Dr. Steve Davidson	Resident

The following is a summary of the discussions and actions taken at the September 17, 2026 Grand Haven CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request.

SECOND ORDER OF BUSINESS – Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Mayor.

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

Mr. Cressey stated that he was speaking on behalf of himself and a group of morning swimmers, and asked for clarification on whether any action was being taken by the Board on bringing pool lighting up to necessary compliance with the Florida Department of Health's night swimming standards, and whether in the meantime the reservation hours could be rearranged to accommodate swimmers that were facing reduced pool time. Mr. McGaffney stated that the electrical engineering

scope inspection work was out for bid, and that he had been working with the Director of Operations to seek bids from companies with the goal of presenting proposals for approval at the October meeting.

A resident urged the Board to take action on the measures needed to restore night swimming at the pool, highlighting the accessibility of swimming as exercise activity. Mr. McGaffney reiterated that proposals were still being sought for the engineering work and that this was a process that would need a Board vote. Mr. McGaffney added that this appeared to not need a major overhaul and renovation of the pool, but indicated that improvements would need to be made. Mr. Lucansky stated that he could additionally provide lap pool usage and signup statistics for the Board's review.

Mr. Cavey indicated that he had first inquired about restoring early swimming around April, and had been told that a conclusion would be reached within 30 to 60 days. The resident commented that he had previously suggested installing additional lights on the new structure, which he felt should bring the area up to the lighting level standards required. Mr. McGaffney stated that light values would need to be certified by an engineer, and acknowledged the lengthy process for matters when other entities such as the Florida Department of Health were involved. Mr. McGaffney requested that the Amenity Manager reach out to Resources and the Florida Department of Health to assess whether any temporary solution could be reached while the process to reach a permanent fix was ongoing.

Mr. and Ms. Hart inquired about maintenance on Tract D. Discussion ensued regarding property and drainage alterations. Mr. Clark advised that Tract D had been platted as a natural area which did not require maintenance, with the exception of the pond banks where the HOA rules did require a certain level of maintenance. Mr. Clark additionally recalled that the CDD had previously been approached by some adjoining residents regarding maintenance of aquatic weed height, and stated that the CDD had established a rule allowing for adjacent owners to submit for approval a maintenance plan strictly for spartina and pond bank maintenance. Mr. Clark noted that there was no evidence to the District's knowledge that any grading alteration had occurred.

Ms. Reinhardt asked for clarification on the exact land tracts being considered for the survey under Exhibit 14 of the agenda. Ms. Reinhardt also asked what written ADA assessment supported the assertion that the changes to the Wild Oaks dog park had improved accessibility and that the completed facility was compliant with applicable ADA standards. Ms. Reinhardt additionally questioned the change orders exceeding the agreed-upon budget, asked whether the CDD had a complete drainage map and inventory, and asked why the financial report appeared not to reflect any spending on the engineering stormwater analysis and lake watch budget line items. Mr. Clark provided a brief overview of the history of Parcel K and golf course facility encroachments as they pertained to the survey, adding that the survey results would provide for a basis should the Board opt to negotiate a conveyance easement.

Mr. Byrne discussed the Meet The Candidates event for the three candidates up for the Seat #3 election that was scheduled to take place on October 22, and expressed appreciation to the CDD for getting the word out, additionally noting positive feedback. Mr. Byrne stated that a flyer would be sent out in a couple weeks and the day before the event.

Mr. Davis requested to reserve public comment time to respond to the Underground Utility Threat Mitigation Fact Finding Group's final report to be presented under Exhibit 13.

Ms. Gallo noted discussions regarding Parcel K slated for the agenda, and reminded the Board of the community's ongoing parking needs.

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

FIFTH ORDER OF BUSINESS – Presentation of Landscape Proposals – *Under Separate Cover*

Prior to proceeding with the presentation and ranking of landscape maintenance RFP proposals, Mr. McGaffney explained that three companies had attended the mandatory pre-bid meeting, and two proposals had subsequently been received. Mr. Clark advised that one of the vendors that had responded, Yellowstone Landscape, had submitted their bid after the deadline and published bid opening time, and had also not included a working thumb drive with the proposal in PDF format. Mr. Clark advised that it was up to the Board's discretion as to whether to waive the non-compliance and still consider the bid, as case law and administrative decisions in the past had provided precedent for waiving non-compliance, but added that these past decisions had generally involved circumstances outside of the control of the vendor. Mr. Clark noted that staff felt that circumstances outside of the vendor's control were applicable to the non-compliance, and thus he recommended rejecting the bid based on the law and bidding requirements.

On a MOTION by Ms. Myers, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board rejected the Landscape Maintenance RFP response submitted by Yellowstone Landscape, for the Grand Haven Community Development District.

Following the motion, Mr. Clark stated that Yellowstone would formally be informed of the action taken by the Board to reject the bid.

Mr. Genovese was invited up for 5 minutes of presentation time, and gave an overview of a bid to the Board on behalf of the current vendor, VerdeGo Landscape, noting that it included a landscape enhancement coupon of $10,000 per year of the 3-year contract bid to go towards beautification projects. Mr. Genovese also noted that VerdeGo was entering into a partnership with a cloud-based company called Weathermatic for irrigation system monitoring and controller remote access. Mr. Genovese, along with account managers Mr. Cabaniss and Mr. Cousino, fielded questions from the Board regarding recent landscape area refreshes and rapid responses to necessary irrigation repairs during the street tree pilot program. Additional comments were heard highlighting an area of land towards the back of the parking lot in the golf course area that needed more mowing attention than it was currently receiving.

An audience member took the floor to thank VerdeGo for their attention to detail in repairing sod during the process of the pilot program.

Ms. Stepniak was asked by the Board to provide her insight in working with VerdeGo, and commented positively

A. Exhibit 2: Consideration of Ranking the Landscape Maintenance RFP Proposals

Mr. McGaffney provided an overview of the scoring criteria and ranking process. Mr. McGaffney provided recommendations for scoring the VerdeGo RFP response as the one proposal bid under consideration, awarding 14 points for the Adherence to RFP Instructions, 10 points for Company Qualifications, the maximum of 15 points for Financial Capability, 27 points on Experience, and the maximum of 25 points on Price of total bid by default, for a total of 91 points. Mr. Clark advised that as only one bid was being considered, he saw no issue with the Board opting to come to a consensus on adopting the specific scoring as presented. In response to a question regarding the scoring for Company Qualifications, Mr. McGaffney explained that no landscape architect or certified arborist were mentioned on the bid, acknowledging that the other rejected bid did not feature either of these positions.

On a MOTION by Ms. Greenwood, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board accepted the evaluation scores recommended by the District Manager for Verdego's submitted proposal for the Landscape Maintenance RFP, for the Grand Haven Community Development District.

On a MOTION by Mr. Foley, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board approved the proposal and ranking of Verdego as the #1 submitted RFP response, authorizing District Counsel to draft and negotiate the formal agreement for landscape maintenance, for the Grand Haven Community Development District.

SIXTH ORDER OF BUSINESS – Public Hearing – Proposed Recall Procedure

Prior to proceeding with the opening of the public hearing, Mr. Clark presented the proposed recall procedure, explaining that the procedure as presented duplicated much of the governing procedures that were part of a newly adopted section to Florida Statutes Chapter 190 regarding CDD Supervisors being subject to recall elections under specific circumstances. Mr. Clark advised that the proposed procedure being presented for the public hearing incorporated additional language accounting for the upfront payment of costs associated with the procedure, namely the publication of legal notices and issuing mail to every registered voter in the CDD. Mr. Clark also noted that confidential information would be redacted from material mandated for posting to the CDD website, and that the procedure also included a policy of neutrality in the recall process for the Board as a body. Mr. Clark additionally highlighted the updated draft's addition of Section 11.2, which clarified that the Florida Statute superseded any aspect in the rule, allowing for any changes to the statute to be immediately reflected in the procedure without the CDD Board having to re-initiate the review and adoption process.

A. Open the Public Hearing

On a MOTION by Mr. Mayor, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved opening the Proposed Recall Procedure Public Hearing, for the Grand Haven Community Development District.

B. Exhibit 3: Presentation of Proposed Recall Procedure

C. Open the Public Comments

An audience member noted that Section 2.2 of the proposed recall procedure named the Clerk of the City of Palm Coast, Florida, but indicated that the establishment of Grand Haven CDD was done via Flagler County Ordinance 97-03, and asked why a Clerk of Flagler County was not named instead. Mr. Clark clarified that Palm Coast was incorporated after Grand Haven CDD had been created, and confirmed that Palm Coast was the local jurisdiction.

D. Close the Public Hearing

On a MOTION by Ms. Greenwood, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board approved closing the Proposed Recall Procedure Public Hearing, for the Grand Haven Community Development District.

E. Exhibit 4: Consideration & Adoption of **Resolution 2026-15**, Adopting Proposed Recall Procedure

On a MOTION by Mr. Mayor, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-15**, Adopting the Proposed Recall Procedure, for the Grand Haven Community Development District.

SEVENTH ORDER OF BUSINESS – Staff Reports

A. District Engineer: David Sowell

Mr. McGaffney confirmed that the District Engineer had performed the annual inspection per the District's annual objectives and goals.

B. Exhibit 5: Amenity Manager: John Lucansky

1. Exhibit 6: Tennis Court Counts – August 2026

Mr. Lucansky noted that he had broken down the statistics based on Village Center and Creekside's respective participation and usage. Discussion ensued regarding the amount of data needed to capture the expected use fluctuations across the year and make specific amenity decisions, with Mr. Lucansky noting that the snowbird influx was still upcoming, and that March and April tended to see large volumes of visitors. Discussion ensued between the Board and staff regarding costs of overhead against revenues for the Café operations.

C. Director of Operations: Vanessa Stepniak

1. Exhibit 7: Monthly Operations & Administration Report

Ms. Stepniak noted that her report this month was shorter due to September being the last month of the CDD fiscal year and there being fewer capital project updates.

(The Board recessed the meeting at 10:21 a.m., and reconvened at 10:34 a.m.)

2. Exhibit 8: Consideration of Communications App Proposal Options

Ms. Stepniak stated that the Board had tasked her with bringing back proposals from companies that could provide and enhance services for community-wide information dissemination, and that the proposals being presented under this exhibit were the top three. Ms. Stepniak spoke positively on all three companies, and noted that she believed that GOGov had the most experience working specifically with governmental entities and the special considerations therein. The Board and Ms. Stepniak discussed the implementation of a community-specific app to filter forms to the appropriate staff and streamline CDD operations to improve response time, as well as allowing for residents to indicate notification preferences for mass communications. Ms. Stepniak observed that one of the main reasons for individuals unsubscribing from the emails appeared to be due to receiving large volumes of notifications that were not relevant, and suggested that the ability to curate communications would allow for them to be more effective. Additional discussion ensued regarding establishing wide adoption across the community and the need to keep communications technology up to date for Grand Haven.

a. Exhibit 8A: GOGov
b. Exhibit 8B: App Maisters
c. Exhibit 8C: Live Tour Network, Inc.

On a MOTION by Mr. Foley, SECONDED by Ms. Myers, WITH ALL IN FAVOR, the Board approved the GOGov communications app proposal, as presented, at an annual services amount of $10,408.00, for the Grand Haven Community Development District.

D. Exhibit 9: District Counsel: Scott Clark

Mr. Clark stated that he had nothing to add to his written report.

E. District Manager: Howard McGaffney

Mr. McGaffney recalled that the Chair had asked whether any Board member wished to continue on as the liaison for the *Oak Tree* newsletter. The Board opted to move forward with a rotating contributor schedule.

Mr. McGaffney also noted that he was working on finalizing the goals and objectives from FY 2026, noting that in the management transition process, one of the goals, being for presentation and acceptance of the annual audit prior to the July 1, 2026 deadline, had not been met. Mr. McGaffney noted ongoing work on the 2027 goals and objectives, suggesting that he was open to evaluation of the District Manager as part of the criteria. Additional comments were heard suggesting the inclusion of some form of assessment or review of the 10-year plan.

F. District Liaison: HOA Report

Ms. Myers stated that the holly tree replacement was still ongoing, with tree varieties without berries being researched due to toxicity concerns. Ms. Myers additionally reported that the Master Association President, Dr. Carlton, had proposed the suspension of a resolution that adopted a policy prohibiting an individual from concurrently serving on multiple Boards and communities, citing current difficulties in filling vacant positions on the Master Architectural Design Committee, and that this proposal had been approved by the HOA Board. Ms. Myers also recalled that Association Treasurer, Dr. Tebbano, had floated a suggestion to organize a public gathering meet-and-greet event with HOA and CDD members as one group, with the intent to dispel misconceptions and bridge gaps, though no further action had been taken on the idea by the Association Board.

EIGHTH ORDER OF BUSINESS – Consent Agenda Items

A. Exhibit 10: Consideration for Acceptance – The August 2026 Unaudited Financial Report

B. Exhibit 11: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held August 20, 2026

C. Exhibit 12: Capital Improvement Plan – Project Tracker

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

NINTH ORDER OF BUSINESS – Business Items

A. Exhibit 13: Presentation of FFG Final Report – Underground Utility Threat Mitigation Group

Dr. Davidson presented the final report on behalf of the Underground Utility Threat Mitigation Fact Finding Group. Dr. Davidson explained that the group had first been organized to investigate a storm water drain failure on Jasmine Drive that had been caused by root systems from the live oak trees in late 2024, and to report facts back to the Board of Supervisors along with system protections and alternatives. Dr. Davidson noted that further concerns were raised by a stormwater pipe failure on Riverfront Drive and a potable water pipe failure on Waterside Parkway in May 2025, with a financial impact of about $70,000 per incident. Dr. Davidson recalled that the CDD Board in October 2025 had subsequently approved the pilot program to remove 14 trees, and that this program could aid in the development of a broader stormwater preventative maintenance program throughout the community, as well as provide insight on the process of potentially removing larger live oak trees with minimal disruption so as to avoid future pipe failure incidents. Dr. Davidson expressed appreciation on behalf of the FFG for the departments and staff members of the City of Palm Coast for aiding in the creation of safety measures, as well as their Geographic Information Services for providing the CDD with comprehensive as-built drawings of the Districts' sanitary

sewer and potable water systems, which the developer had failed to provide during the transition to resident Board control of Grand Haven CDD. Dr. Davidson additionally stated that they would like to recognize the efforts of arborist Chuck Lippi, District Horticulturist Louise Leister, and to Old City Tree Service. Further recognition and gratitude was extended to the City of Palm Coast's Stormwater Engineering Department for providing useful information regarding the City's own stormwater preventative maintenance program.

Dr. Davidson provided an overview of information that had been uploaded to the CDD website under the Community Documents subfolder, including a consolidated report with a Grand Haven Master Association which contained the arborist's complete report. Dr. Davidson additionally highlighted presentations that had been presented at a townhall meeting, eblasts and letters issued to the community and affected homeowners respectively, and day-to-day reports of the pilot program once in motion. Dr. Davidson also noted findings provided from a meeting with the Stormwater Management Department of Palm Coast, which highlighted specific minimum setbacks and the landscape approval process with the City arborist prior to putting in specific trees, as well as an album of before-and-after comparison photos provided in a presentation document dated September 17.

Dr. Davidson stated that the total cost of the pilot program was $18,730, coming in under the budgeted not-to-exceed amount of $20,000, and that only two irrigation line breaks were observed and immediately rectified. Dr. Davidson stated that no negative feedback following the program had been received, and that information was now available to inform staff decisions in developing options for a District-wide comprehensive stormwater preventive maintenance program to be presented to the Board for discussion and approval.

Ms. Leister provided additional comments on the pilot program, expressing gratitude to the affected homeowners for their cooperation and understanding.

Mr. McGaffney noted that additional time was needed for next steps, explaining that staff was also working on the imminent implementation of the new communication app and that further work with some of the GIS mapping would be necessary, and suggested that an update on the status of specific recommendations would be provided at the next meeting.

Mr. Davis was given an opportunity to speak per his request under Audience Comments. Mr. Davis acknowledged the information provided form the City and the before-and-after photos from the pilot program, but suggested that information was missing with regards to findings from the pilot program. Mr. Davis commented that the arborist assessment following the program may have been superficial, and that any impacts or damage to the storm drains and system itself may not have been thoroughly investigated and disclosed. Mr. Davis additionally expressed concerns about a lack of specific recommendations provided by staff given the duration of the Fact Finding Group's work. Mr. Davis noted resident concerns and fears about wholesale removal of hundreds of street trees, which Mr. Foley and Mr. McGaffney stated would not be occurring. Mr. McGaffney stated that the Fact Finding Group was not permitted to provide recommendations, as the intent was to provide information only, and that staff would be using this information to develop and provide reasonable and well-thought out recommendations.

B. Exhibit 14: Consideration of Survey for Certain Parcels – NTE $8,000.00

Mr. Clark advised that the areas included in the scope of the survey included Tract K, areas owned by the CDD adjacent to the clubhouse which had been a matter of dispute, and for any appropriate easements for maintenance crews to access.

On a MOTION by Mr. Foley, SECONDED by Ms. Myers, WITH ALL IN FAVOR, the Board approved proceeding with survey work for certain parcels, in an amount not to exceed $8,000.00, for the Grand Haven Community Development District.

C. Consideration of Setting an October Workshop Date for October 8th at 9:00 a.m.

The Board opted not to proceed with a workshop meeting for the month of October.

The Board requested to reschedule the regular meeting in October to a later point in the month. Mr. McGaffney stated that this meeting's agenda would include discussions of Human Resources topics, and that a later date would help accommodate for District Counsel's presence and guidance in these discussions.

On a MOTION by Ms. Myers, SECONDED by Ms. Greenwood, WITH ALL IN FAVOR, the Board approved rescheduling the October 2026 meeting date from October 15 to October 29, with a start time of 9:00 a.m., for the Grand Haven Community Development District.

TENTH ORDER OF BUSINESS – Discussion Topics

Ms. Stepniak addressed comments regarding microphone issues, clarifying that the issues were with the batteries being used and that a new batch would be ordered.

ELEVENTH ORDER OF BUSINESS – Supervisors' Requests

Ms. Greenwood requested for an update on parking expansion. Mr. McGaffney noted that he intended to bring this topic of discussion back once any and all changes to the Board composition were finalized after the November elections. The discussion item on parking expansion was set to be added to the December 2026 meeting agenda.

TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check: October 15th at 9:00 AM

All Board members present stated that they would be in attendance at the next meeting, rescheduled for October 29 at 9:00 a.m., in person, which would constitute a quorum.

THIRTEENTH ORDER OF BUSINESS – Adjournment

On a MOTION by Mr. Foley, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board, at 12:49 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 <u>October 29, 2026</u>.

Signature	**Signature**
Printed Name	**Printed Name**
Title: □ **Secretary** □ **Assistant Secretary**	**Title:** □ **Chairman** □ **Vice Chairman**

Return to Agenda Pg. 3

EXHIBIT 14

COMPLETE

GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY2025/2026 CAPITAL IMPROVEMENT PLAN PROJECT TRACKER
10/21/2026

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	$40,447	Complete for FY26	x
3	Concrete Replacement	$20,000	$20,000	$0	$15,881	Complete for FY26	x
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	$55,600	-$2,158	$55,600	Completed for FY26	x
6	Road Repairs	$33,502	$10,000	-$23,502	$1,688	One location repaired inside North gate, revised budget downward to $10,000	x
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	$0	-$200,000	$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	$7,989	$2,489	$7,989	Delivered on 05/28/2026	x
11	Drinking Fountain, Outdoor - Clubhouse ((CAC))	$1,801	$1,782	-$18	$1,782	Completed 12/22/2025	x
12	Irrigation Pump/Motor, 50 Hp	$56,861	$33,750	-$23,111	$33,750	Completed 06/04/2026	x
13	Lake Aerator (Annual)	$40,228	$24,673	-$15,555	$24,673	Completed 04/22/2026	x
14	Landscape Enhancements-Annual Reinvestment	$59,703	$68,327	$8,624	$67,988	Complete for FY26	x
15	Monument and Mailbox Replacements	$25,000	$20,955	-$4,045	$20,955	Completed 05/21/2026	x
16	Trellis, PT Wood - Clubhouse (CAC)	$10,775	$8,700	-$2,075	$8,700	Completed 4/20/2026	x
17	Street Signs and Poles, Replacement	$10,000	$6,095	-$3,905	$6,095	Completed 4/28/2026	x
18	Shelter Fabric, Recover - (VC) Tennis Court	$1,493	$1,400	-$93	$1,400	Completed 06/10/2026	x
19	2026 Road Resurfacing Project	$145,600	$248,385	$102,785	$225,805	Completed 08/12/2026	x
20	Pavers, Interlocking - Front St Esplanade Entrances (3	$60,001	$17,380	-$42,621	$17,380	Completed 05/29/2026	x
21	Meter/Breaker Box Repair & Replacement	$23,000	$7,379	-$15,621	$7,379	Completed 04/06/2026	x
22	Tree Removal	$84,000	$18,730	-$65,270	$18,730	Completed 04/25/2026	x
23							
24	Wild Oaks Dog Park Improvement Project	$0	$45,744	$45,744	$45,744	Not included in Adopted CIP: Completed 9/03/26	x
25	Pergola Reconstruction	$0	$171,592	$171,592	$179,023	Not included in Adopted CIP: Completed 4/02/26	x
26	Callboxes	$0	$49,364	$49,364	$49,364	Not included in Adopted CIP: Completed 11/04/25	x
27	Main Guardhouse A/C Unit Replacement	$0	$6,300	$6,300	$6,300	Not included in Adopted CIP: Completed 6/24/26	x
28	Sidewalk Removal/Replacement:Golf Clubhouse	$0	$10,441	$10,441	$10,441	Not included in Adopted CIP: Completed 5/19/26	x
29	Purchase - New Mini Excavator - Catepillar	$0	$52,811	$52,811	$52,811	Not included in Adopted CIP: Completed 9/23/26	x
30	South Guardhouse A/C Unit Replacement	$0	$2,524	$2,524	$2,524	Not included in Adopted CIP: Completed 7/17/26	x
31	Electronics, Sound System - CS Amenity Center	$0	$1,040	$1,040	$1,040	Not included in Adopted CIP: Completed 9/25/26	x
32	**Totals:**	**$1,035,027**	**$1,029,022**	**($6,005)**	**$1,001,551**	Under budget $6,005	

Return to Agenda Pg. 3

EXHIBIT 15

CROQUET COURT MAINTENANCE AGREEMENT

THIS AGREEMENT is made and entered into on 9.15, 2026, by and between:

GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, whose address is c/o DPFG Management & Consulting, 250 International Parkway, Suite 208, Lake Mary, FL 32746 (the "District"), and

ST. JOHNS TURF CARE, LLC, a Florida Limited Liability Company, whose address is 1040 Hastings Federal Point Road East Palatka, FL 32131 ("Contractor").

WITNESSETH:

WHEREAS, the District is a local unit of special purpose government created in accordance with the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, as amended; and

WHEREAS, the District desires to utilize the services of the Contractor for the purpose of providing croquet court maintenance services to the District; and

WHEREAS, the Contractor desires to provide such landscape maintenance services to the District;

NOW, THEREFORE, in consideration of the mutual covenants and agreements expressed herein, and other good and valuable consideration, the parties hereto agree as follows:

1. Engagement and Provision of Services. The District hereby engages the Contractor for the services described in the proposal attached hereto as Exhibit "A" (the "Proposal"), which is incorporated herein, describing the services to be performed on the Creekside Croquet Courts and Village Center Croquet Courts (the "Services"), located within the District. The Contractor agrees to furnish and be solely responsible for all labor, equipment and materials required to perform the Services.

2. Term. This Agreement shall become effective on October 1, 2026 (the "Effective Date") and shall continue for a term of three (3) years ("Term") unless sooner terminated as elsewhere provided herein. The parties may mutually agree to one or two one-year extension(s) of this Agreement on the same terms as for Year 3 set forth below.

3. Compensation.

A. Initial Term: The District agrees to compensate the Contractor in the amount of **EIGHTY-EIGHT THOUSAND AND NO/100 DOLLARS** ($88,000.00 USD) for the performance of the Services during the Initial Term (October 1, 2026, to September 30,

2027). Notwithstanding any language in Exhibit "A" to the contrary, District and Contractor expressly agree that the compensation set forth in this provision shall be paid to Contractor in twelve (12) equal installments of $7,333.33 each, paid monthly on the first day of the first through twelfth months of the Term of this Agreement. Compensation by the District shall be payable upon receipt of proper written invoices from the Contractor.

B. Year 2: The District agrees to compensate the Contractor in the amount of **NINETY THOUSAND SIX HUNDRED THIRTY-NINE AND NO/100 DOLLARS** ($90,639.00 USD) for the performance of the Services in Year 2 (October 1, 2027, to September 30, 2028). Notwithstanding any language in Exhibit "A" to the contrary, District and Contractor expressly agree that the compensation set forth in this provision shall be paid to Contractor in twelve (12) equal installments of $7,553.25 each, paid monthly on the first day of the thirteenth through twenty-fourth months of the Term of this Agreement. Compensation by the District shall be payable upon receipt of proper written invoices from the Contractor.

C. Year 3: The District agrees to compensate the Contractor in the amount of **NINETY-THREE THOUSAND THREE HUNDRED FIFTY-EIGHT AND 15/100 DOLLARS** ($93,358.15 USD) for the performance of the Services in Year 3 (October 1, 2028, to September 30, 2029). Notwithstanding any language in Exhibit "A" to the contrary, District and Contractor expressly agree that the compensation set forth in this provision shall be paid to Contractor in twelve (12) equal installments of $7,779.85 each, paid monthly on the first day of the twenty-fifth through thirty-sixth months of the Term of this Agreement. Compensation by the District shall be payable upon receipt of proper written invoices from the Contractor.

4. Quality of Service. Contractor agrees to perform its duties hereunder in a "first class" and professional manner and complete the Services in such a way that is reasonably acceptable to District. If at any time District should become dissatisfied with the level of work being performed by Contractor or claims that Contractor has failed to perform any Services, such dissatisfaction or claim shall be submitted to Contractor in writing.

5. Insurance. The Contractor shall maintain the following insurance coverages during the execution of this Project:

A. Comprehensive General Liability covering all operations, including legal liability, automobile liability and completed operations/products liability, with minimum limits of Two Million and no/100 Dollars ($2,000,000.00) combined single limit occurrence; and

B. Workers compensation insurance in a form and in amounts prescribed by the laws of the State of Florida.

The District shall be named as the Insurance Certificate Holder and shall be an additional named insured on all policies of liability insurance.

6. Cancellation. The District shall also have the right to cancel this Agreement at any time upon thirty (30) days written notice due to Contractor's failure to perform in accordance with the terms of this Agreement or for any reason.

7. Enforcement. A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance.

8. Notices. Any notice required or permitted to be given by the terms of this Agreement or under any applicable law by either party shall be in writing and shall be either hand delivered or sent by certified or registered mail, postage prepaid, return receipt requested. Such written notice shall be addressed to:

District:	Grand Haven Community Development District 250 International Parkway, Suite 208 Lake Mary, FL 32746 *Attn*: District Manager
with copy to:	Clark & Albaugh, PLLC 219 Shiloh Cove Heathrow, FL 32746 *Attn*: Scott D. Clark, Esq., District Counsel
Contractor:	St. Johns Turf Care, LLC 1040 Hastings Federal Point Road East Palatka, FL 32131 *Attn*: _____

9. Indemnification. The Contractor agrees to indemnify, save harmless and defend the District, its officers, directors, board members, employees, agents, and assigns, from and against any and all liabilities, claims, penalties, forfeitures, suits, legal or administrative proceedings, demands, fines, punitive damages, losses, liabilities and interests, and any and all costs and expenses incident thereto (including costs of defense, settlement and reasonable attorneys' fees, which shall include fees incurred in any administrative, judicial or appellate proceeding) which the District, its officers, directors, board members, employees, agents, and assigns, may hereafter incur, become responsible for or pay out to the extent arising out of (i) the Contractor's breach of any term or provision of this Agreement, or (ii) any act or omission of the Contractor, its agents, employees or subcontractors, in the performance of this Agreement.

10. Independent Contractor. The District and the Contractor agree and acknowledge that the Contractor shall serve as an independent contractor of the District.

11. Compliance with All Laws, Regulations, Rules and Policies. The Contractor recognizes that the community development district is a governmental entity, that its assets are public facilities and that their operation is subject to all applicable statutes, rules and regulations.

At all times, the Contractor is expected and required to operate within and comply with all applicable federal, state and local laws and regulations including, but not limited to, all

environmental, labor, employment and insurance laws and regulations, as well as the rules and policies of the District.

The District is a local unit of special purpose government created in accordance with the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*. Contractor agrees to comply with all applicable requirements of the "Sunshine Law," the "Public Records Law," the Community Development Districts Law, and all other statutes and regulations applicable to Contractor.

Contractor shall promptly comply with all rules, laws, regulations, policies and notices and shall not keep or accumulate any flammable, polluting, or hazardous materials or substances on district property except in quantities reasonably necessary to carry out its duties under this Agreement. The Contractor shall hold the District harmless from any fines, penalties, costs and damages resulting from the Contractor's failure to do so. The contractor shall immediately discontinue any activity, which is in violation of law and shall remedy the same immediately; the Contractor shall be responsible for the payment of any associated fines or penalties.

Contractor shall be responsible for all payroll taxes and payments required under employment insurance laws with respect to employees of Contractor performing pursuant to this agreement.

12. Recovery of Costs and Fees. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover from the other party all fees and costs incurred including reasonable attorneys' fees (and paralegal fees) and costs whether incurred prior to, during, or post litigation, appeal, or through alternative dispute resolution.

13. Applicable Law; Waiver of Jury Trial. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. DISTRICT AND CONTRACTOR HEREBY KNOWINGLY AND VOLUNTARILY WAIVE ANY RIGHT TO A JURY TRIAL OF ANY DISPUTE ARISING IN CONNECTION WITH THIS AGREEMENT. CONTRACTOR ACKNOWLEDGES THAT THIS WAIVER WAS EXPRESSLY NEGOTIATED AND IS A MATERIAL INDUCEMENT FOR THE EXECUTION OF THIS AGREEMENT BY DISTRICT.

14. Waivers. No failure by either party to insist upon the strict performance of any covenant, duty, agreement or condition of this Agreement or to exercise any right or remedy upon a breach thereof shall constitute a waiver of any such breach or of such or any other covenant, agreement, term or condition. Any party hereto, by written notice executed by such party may, but shall be under no obligation to, waive any of its rights or any conditions to its obligations hereunder, or any duty, obligation, or covenant of any other party hereto. No waiver shall affect or alter this Agreement, but each and every covenant, agreement, term and condition of this Agreement shall continue in full force and effect with respect to any other then-existing or subsequent breach thereof.

15. Assignment. Neither the District nor the Contractor may assign their rights, duties, or obligations under this Agreement or any monies to become due hereunder without the prior written approval of the other.

16. Entire Agreement. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

17. Amendment. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing, which is executed by both of the parties hereto

18. Conflicts. In the event of a conflict between any provision of this Agreement and the terms and conditions of the Proposal, then this Agreement shall control.

19. Venue. In the event of any litigation arising out of this Agreement or the performance thereof, venue shall be Flagler County, Florida.

20. Public Records. The District is subject to the requirements of Chapter 119 of the Florida Statutes pertaining to Public Records. As such, all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by the District in connection with the transaction of its official business are public records.

In connection with this Agreement, Contractor shall comply Chapter 119, Florida Statutes, as follows:

A. Keep and maintain public records required by the District to perform the services that are the subject of this Agreement.

B. Upon the request of the District's Custodian of Public Records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the District.

D. Upon completion of the Agreement, transfer, at no cost, to the District all public records in Contractor's possession or keep and maintain public records required by the District to perform the services that are the subject of this Agreement. If Contractor transfers all public records to the District upon completion of the Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the

District's custodian of public records, in a format that is compatible with the District's information technology systems.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS AT THE ADDRESS LISTED FOR THE DISTRICT IN THIS AGREEMENT.

21. E-Verify Requirement.

A. The District is subject to the requirements of section 448.095, Florida Statutes, pertaining to the use of the E-Verify system to confirm the work authorization status of all employees hired on or after January 1, 2021. By signing this Agreement Contractor acknowledges and confirms that it is registered with and uses the E-Verify system to confirm the work authorization status of all new hires. Contractor further confirms that it shall only subcontract work to be performed under this Agreement to subcontractors who are registered with and use the E-Verify system and have provided to Contractor the affidavit described in section 448.095(5)(b). Contractor must maintain a copy of the subcontractor's affidavit for the duration of this Agreement.

B. Upon a good faith belief that Contractor has knowingly violated section 448.09(1), District shall terminate this Agreement. Such termination shall not constitute a breach by the District. In addition, Contractor may not thereafter be awarded a public contract for at least 1 year after the date on which this Agreement was terminated and shall be liable to District for any additional costs incurred thereby as a result of the termination.

C. Upon a good faith belief that any of Contractor's subcontractors have knowingly violated section 448.09(1), but the Contractor otherwise complied with this subsection, District shall promptly notify the Contractor and order the Contractor to immediately terminate its contract with the subcontractor.

21. Anti-Human Trafficking Affidavit Requirement. The District is subject to the requirements of section 787.06(14), Florida Statutes (2025) pertaining to human trafficking. As such, Contractor must execute the affidavit attached hereto as Exhibit "B."

[*signatures on next page*]

IN WITNESS WHEREOF, the parties hereto have signed this Agreement between Grand Haven Community Development District and St. Johns Turf Care, LLC, on the day and year first written above.

GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT

By: Merrill Stass-Iseen
Name: MERRILL Stass-Iseen
Title: Chairman GHCDD

Attest:

Vanessa Stepniak
Name: Vanessa Stepniak
Title: Director of Operations

ST. JOHNS TURF CARE, LLC, a Florida Limited Liability Company

By:
Name: Jeff P. Icher
Title: Owner

EXHIBIT "A"

PROPOSAL

GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
CROQUET COURT MAINTENANCE SCOPE & SPECIFICATIONS

Issue Date: June 19, 2026

Purpose

To identify the appropriate maintenance program for Grand Haven, to achieve a high standard of maintenance of its three (3) croquet courts. While not completely compliant with **United States Croquet Association (USCA)** standards, Grand Haven does follow many of the best practices for maintenance of its courts to support competitive and consistent play.

I. Maintenance Standards & Validation

Maintaining a Florida highly amenitized community with high standard croquet courts requires a disciplined, high-frequency maintenance program tailored to warm-season grasses like Bermudagrass. The primary objective is to maintain a level, fast, and predictable surface with a turf height between **.20" and .25" (1/4 inch)**. This Report compiles information gathered from trusted sources to help frame a memorandum and recommendations for operational efficiencies and effective management.

II. Maintenance Descriptions, Frequency & Procedures

Florida's year-round growing season necessitates a calendar-driven approach to prevent surface degradation. **Note that maintenance frequency may vary depending on seasonal weather conditions and rainfalls.**

- **Mowing:** At a minimum, courts must be mown **3 to 4 times per week** during the peak growing season (March–October), and **2 times per week** in non-peak growing season (November – February). Use Cylinder (Reel) Mowers equipped with 9-15 blades to provide the "scissors-cut" necessary for heights of .20" to .25" (1/4 inch).
- **Verticutting: Once per month** to remove vertical growth, "grain" and organic buildup, ensuring the ball rolls straight.
- **Rolling:** (100kg-250kg roller) used to firm and level the surface without over-compacting the root zone, rolling the courts **Every other week/twice per month minimum**.
- **Seasonal Aeration:** Relieves soil compaction while keeping the court in play. **Monthly Tining** will be performed. **Seasonal** deep hollow-core aeration shall be performed once in spring and once in fall to manage thatch and improve deep-root oxygenation.
- **Sanding (Top Dressing):** Performed every **4 weeks**. Light applications of kiln-dried sand help maintain a perfect level plane and consistent play.
- **Leveling:** Using Lutes and level drags, even out the sand during top dressing applications.
- **Irrigation:** Deep, infrequent watering. **2–3 times per week** is preferred over daily light watering to encourage deep root systems and reduce fungal risks.

Services	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Mowing	12	8	8	8	8	12	12	12	12	12	12	12
Edging/Trimming	8	8	8	8	8	12	12	12	12	12	12	12
Debris Removal	8	8	8	8	8	12	12	12	12	12	12	12
Aeration	0	0	0	0	0	1	0	0	0	0	0	1
Pencil Tining	1	1	1	1	1	1	1	1	1	1	1	1
Verticutting	1	0	0	0	0	1	1	1	1	1	1	1
Top Dressing Sanding	1	1	1	1	1	1	1	1	1	1	1	1
Turf Rolling	2	2	2	2	2	2	2	2	2	2	2	2
Fertilization	1	0	1	0	1	0	1	0	1	0	1	0
Pesticide	1	1	1	1	1	1	1	1	1	1	1	1
Weed Control	1	1	1	1	1	1	1	1	1	1	1	1
Irrigation 2x/wk	8	8	8	8	8	8	12	12	12	12	12	12

III. Specialized Equipment Requirements

Standard lawn equipment is insufficient for maintaining high standards on courts. The following specialized tools used for maintaining croquet courts.

Equipment	Required Tooling Category
Mowers	**Cylinder (Reel) Mowers** equipped with 9–15 blades. These provide the "scissors-cut" necessary for heights between .20" and .25" (1/4 inch).
Blades/Groomers	**Golf Green Grade Verticutters** (thatchers) to remove vertical growth and "grain," ensuring the ball rolls straight.
Rolling	**Turf Rollers (100kg–250kg)**: used to firm and level the surface without overcompacting the root zone.
Aerators	Machines, capable of **hollow, solid, and slit tines** for different seasonal needs.
Leveling	**Lutes and level-drags** for evening out sand during top-dressing applications.

IV. Performance Monitoring

- **Check In**: The contractor shall notify the CDD Office when they arrive to perform maintenance services.
- **Weekly Vendor Updates**: The contractor shall provide weekly email updates outlining the dates and description of services provided, communicating any issues immediately to the Director of Operations. The contractor is required to provide photo documentation to support all weekly email updates. Email updates to: office@ghcdd.com
- **Croquet Club Observations**: The Croquet Club President/Leadership will communicate directly with the Director of Operations regarding any observations or maintenance needs.
- **Monthly Compliance Reports**: The contractors shall email a monthly compliance report outlining the services provided and any reasons for variances to the monthly contracted services. The contractor is required to provide photo documentation to support all monthly compliance reports. Email reports to office@ghcdd.com
- **Monthly Performance Meetings**: The account manager shall schedule a monthly walk through of the service area with the Director of Operations, to visually inspect the court services and additional maintenance areas. The objectives of the meetings is to openly

communicate any needs or address any maintenance items on a monthly basis, ensuring all contractual obligations are being fulfilled.

- **Photo documentation**: The contractor is required to provide photo documentation to support all weekly updates and all monthly compliance reports.

V. Proposal Pricing Form

This pricing form is intended to cover pricing for three (3) years of the contract. The District may, in its sole discretion, renew the contract for up to two (2) additional one (1)-year terms (i.e., Year 4 and Year 5), and it is assumed that prices will remain the same through each of the two (2) additional potential annual renewal terms as in year 3. The pricing stated below will be binding for the first three (3) years, and the third year of pricing will remain in effect for Year 4 and Year 5 should both parties agree to renew under the same terms and conditions.

NOTE: Provide individual annual pricing for these parts in the table below.
Having carefully examined the specifications and having thoroughly inspected said property, the undersigned proposes to furnish all labor, materials, and proper equipment for the entire scope of work, in accordance with said specifications, for the sum of:

INTIAL TERM (July 1, 2026 – September 30, 2027) (15 months)	**ANNUAL COST $**	**MONTHLY COST $**
PART 1: General Croquet Court Turf and Lawn Maintenance	$53,100	$4,425
PART 2: Fertilization Program	$10,000	$750
PART 3: Weed Control Program	$3,000	$250
PART 4: Pest Control Program	$2,000	$167
PART 5: Irrigation Maintenance Program (2-3 days / week)	$6,000	$500
PART 6:Aeration and Tuning	$2,400	$200
PART 7: Top Dressing / Sanding Program	$11,500	$958.33
Year 1 TOTAL Parts 1 - 7	**$88,000**	**$7,333.66**

YEAR 2 (October 1, 2027 – September 30, 2028) (12 months)	**ANNUAL COST $**	**MONTHLY COST $**
PART 1: General Croquet Court Turf and Lawn Maintenance	$53,477	$4,456.42
PART 2: Fertilization Program	$10,377	$864.75
PART 3: Weed Control Program	$3,377	$281.42
PART 4: Pest Control Program	$2,377	$198.08

PART 5: Irrigation Maintenance Program (2-3 days / week)	$6,377	$531.42
PART 6 Aeration and Timing	$2,777	$231.42
PART 7: Top Dressing / Sanding Program	$11,877	$989.75
Year 2 TOTAL Parts 1 - 7	**$90,639**	**$7,553.26**

YEAR 3 (October 1, 2028 – September 30, 2029) (12 months)	**ANNUAL COST $**	**MONTHLY COST $**
PART 1: General Croquet Court Turf and Lawn Maintenance	$53,546.60	$4,462.22
PART 2: Fertilization Program	$12,446.60	$1,037.22
PART 3: Weed Control Program	$3,446.60	$287.22
PART 4: Pest Control Program	$2,446.60	$203.88
PART 5: Irrigation Maintenance Program (2-3 days / week)	$6,446.60	$537.22
PART 6 Aeration and Timing	$2,846.60	$237.22
PART 7: Top Dressing / Sanding Program	$12,446.60	$1037.22
Year 3 TOTAL Parts 1 -7	**$93,358.15**	**$7,779.85**

EXHIBIT "B"

"ANTI-HUMAN TRAFFICKING AFFIDAVIT"

NONGOVERNMENTAL ENTITY
ANTI-HUMAN TRAFFICKING AFFIDAVIT
(Section 787.06(14), Florida Statutes (2025))

STATE OF FLORIDA
COUNTY OF St. Johns

BEFORE ME, the undersigned, a Notary Public in and for the County and State aforesaid, personally appeared Shannon Pilcher ("Affiant") who, being first duly sworn, on oath, says:

Affiant is an officer or authorized representative of ST. JOHNS TURF CARE, LLC ("Company") and Affiant attests that Company does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2025).

Under penalty of perjury, I hereby declare and affirm that the above stated facts are true and correct.

DATED as of 9. 15, 2026.

[Name] Shannon W. Pilcher
[Title] Office Manager / Co-Owner
Affiant

SWORN TO AND SUBSCRIBED before me by means of ☑ physical presence or □ online notarization, this 15 day of September, 2026, by Shannon Pilcher, who is personally known to me or produced _____ as identification.

Notary Public

KADRIANA MADISON
MY COMMISSION # HH 470288
EXPIRES: December 5, 2027

Return to Agenda Pg. 3

EXHIBIT 16

EXHIBIT 16A

NexStar Electrical Contractors, LLC.

26 Royal Leaf Lane
Palm Coast, FL 32164
386-586-0770
EC13005145

Estimate

Date	Estimate #
9/24/2026	2364

Name / Address	Proposed Property Site
Grand Haven Community Development Dist. 2 North Village Pkwy. Palm Coast, FL 32137	Grand Haven Village Center Pool Lighting

This Estimate is good for 30 days. Any alteration or deviation from the specifications herein involving extra costs will become an extra charge over and above the estimate. Periodic code changes may require additional costs in order to be code compliant and will be added to the final invoice. Permit fees if applicable are determined by the city will be added to final invoice. NexStar Electrical Contractors, LLC will not be responsible for moving customers furnishings or equipment prior to commencing work as described below. NexStar Electrical Contractors, LLC is not responsible for disposal of customers fixtures removed during demolition and are not responsbile for replacing any drywall, stucco, paint, carpentry, fill dirt, landscaping, sod, rock, etc. that may have been disturbed during fullfillment of this estimate. If item on Plan is not listed on the estimate it is not included in the Total and will be added to final invoice

Description	Total
Village Center Pool Lighting	
Lighting Package Per Print	24,758.00
Materials	2,360.00
Rental - Equipment	1,856.00
Labor	8,480.00
Permit Fee (TO BE DETERMINED BY CITY AND ADDED TO FINAL INVOICE)	

Thank you for the opportunity to bid on your project, Mark Lutcza, Master Electrician

Total $37,454.00

Signature _____

Return to Agenda Pg. 3

EXHIBIT 16B

AMERICAN ELECTRICAL
Contracting, Inc.

9016 Philips Highway – Jacksonville, FL 32256
Office (904) 737-7770 • Fax (904) 737-1099
EC13010299

	Howard "Mac" McGaffney (904) 386-0186 Howard@cddmanagers.com	Date:	October 23, 2026
To:	FCS MANAGEMENT GROUP LLC S PRAIRIE LAKES DR. ST AUGUSTINE, FL 32084	Project:	Night Swimming Electrical Proposal Grand Haven CDD Village Center 2001 Waterside Pkwy. Palm Coast, FL 32137

-PROPOSAL-

American Electrical Contracting, Inc. proposes to furnish all labor and materials to complete the following scope of work:

Night Swimming Electrical Proposal:

1. Provide and install (4) new Lithonia 104w 4000K LED light fixtures on clubhouse façade, facing swimming pool, per drawing dated 8/10/2026.
2. Provide and install (1) new Lithonia 104w 4000K LED light fixtures on trellis middle, facing swimming pool, per drawing dated 8/10/2026.
3. Provide and install (2) new composite, direct burial light poles on either side of trellis, per drawing dated 8/10/2026.
4. Provide and install (2) new Lithonia 179w 4000K LED light fixtures, one on each new pole, per drawing dated 8/10/2026.
5. Provide and install (1) new Torx time clock at electrical panel to control new lighting.
6. All electrical work to comply with instructions on drawing dated 8/10/2026.
7. Scissor lift included.
8. Disposal of old materials included.
9. Permit included.
10. Work to be completed during normal business hours, Monday-Friday.

TOTAL QUOTATION: $55,685.00

THANK YOU FOR THE OPPORTUNITY TO SUBMIT THIS PROPOSAL

Note:

- To the extent that additional work is performed, or materials delivered at the Owner's request which is not the subject of a signed change order, American Electrical shall be entitled to recover the costs thereof, plus 25%.
- Customer/Owner agrees to have any and all inspections, that may be required, completed within 180 days of commencement. Customer/Owner understands and agrees to pay a $25.00 re-inspection fee on day 181. This fee will also be assessed every 180 days thereafter, indefinitely. If a collection agent is required to collect this fee, customer/owner agrees to pay all collection costs incurred, in addition to the outstanding fee.
- Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the base contract.
- The onsite representative for the customer or contractor is deemed to be authorized to request and approve extras and alterations to scope of work and payment by the customer or contractor for said work.
- **American Electrical Contracting, Inc. may withdraw this proposal if not accepted within 15 days.**
- American Electrical Contracting, Inc. shall have the right to stop work for nonpayment within terms upon 10 days written notification.

- Customer agrees to pay the cost of collection, including all collection, bankruptcy and appellate attorney's fees, court cost and filing fees, upon customer's default of contract.
- Labor warranty covers one year on original installation.
- Warranty and warranty claims shall be invalid unless all work, both contract and change orders, have been paid in full.
- Materials warranty is by the manufacture of the product. Lamps and bulbs are warranted for 30 days.
- Any payment not paid by the 10th day will be subject to an interest rate, which is equal to the maximum allowed by Florida statute.
- **The payment terms of the company are PAYMENT DUE UPON SERVICE RENDERED. Interest in the maximum amount permitted by law will be charged on overdue amounts and any judgements obtained. We accept all major credit cards, checks and cash. Non-payment will cause American Electrical Contracting, Inc. to commence legal action to collect monies due. Customer will also be liable for all attorney fees, collection costs, filing fees and court costs. If payment is not received within 60 DAYS of invoice date, customer authorizes and acknowledges AEC to enforce non-payment of work completed by placing a lien on owner's property for the value of materials, labor, and work provided on all delinquent accounts under Florida Statutes § 713.02 and § 713.06.**

The prices and conditions above are satisfactory and are hereby accepted. American Electrical Contracting, Inc. is authorized to perform the work as proposed.

_____ _____

Authorizing Signature Date

Ryan Piersall
American Electrical Contracting, Inc.

Return to Agenda Pg. 3

EXHIBIT 17

RESOLUTION 2027-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE ADOPTION OF A MERIT-BASED BONUS PROGRAM FOR DISTRICT EMPLOYEES; PROVIDING STANDARDS FOR EMPLOYEE EVALUATIONS; AUTHORIZING DISTRICT MANAGER TO IMPLEMENT AND ADMINISTER THE PROGRAM; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Grand Haven Community Development District **("District")** is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; 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 District owns, operates and maintains certain public facilities and provides services related to those facilities and, in the course of such operation, maintenance and services employs certain persons ("**District Staff**"); and

WHEREAS, the District's Board of Supervisors finds that the employment of the District Staff results in efficiencies, cost savings and more effective maintenance and operation of the District facilities; and

WHEREAS, the Board further finds that attracting and retaining competent District Staff is essential to the effective maintenance and operation of District facilities and desires to approve a program of employee merit rewards to provide for enhanced retention of District Staff; and.

WHEREAS, the Board desires to confirm and delegate to the District Manager, including the ability to assign such authority to the Director of Operations, the authority to manage, evaluate and provide incentives to District Staff to reward exemplary performance; and

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

1. **Acceptance and Ratification of Human Resource Management Plan.** As directed by the Board of Supervisors, the District Manager has developed a plan for management of Human Resources, Performance Reviews and Bonus Structure (the "HR Evaluation and Retention Program"), attached as Exhibit 1 hereto, to be implemented effective for the 2026-2027 Fiscal Year. The Board accepts, ratifies

and adopts the HR Evaluation and Retention Program, effective for the 2026-2027 Fiscal Year and future fiscal years except as may be modified by Board action.

2. **Delegation of HR Matters.** Florida Statutes §190.007(1) provides that the District Manager may "hire and otherwise employ and terminate" employees of the District as authorized by the Board and further provides that "compensation and other conditions of employment of the officers and employees of the district shall be as provided by the Board." To accomplish this, the Board directs the following:

    a. The District Manager shall determine those positions of District Staff that he/she deems necessary to the effective conduct of the District's duties to operate and maintain District Infrastructure and Services. Initially, that determination is as set forth in the HR Evaluation and Retention Program attached hereto. The District Manager shall obtain Board approval if new positions are being proposed, together with a range of compensation for each new position.

    b. Each year, prior to June 15, the District Manager, when the proposed budget for the upcoming fiscal year is presented to the Board, it shall include a proposed total budget request for compensation of District Staff. The budget proposal shall include the total overall funding for salary and other payroll costs for District Staff, for employee benefits which are approved by the Board as part of the budget process, for anticipated salary increases during the year and for the total overall amount of merit bonuses which the District Manager anticipates awarding. The compensation budget shall also include proposed compensation for additional positions that the District Manager intends to create during the fiscal year.

    c. During the budget process, the Board shall exercise its authority to set the compensation and number of District Staff by approval or revision of the District Manager's budget request for District Staff.

    d. Upon approval of the District Staff compensation budget, as evidenced by approval of the fiscal year budget, the Board thereafter delegates to the District Manager the hiring, firing and compensation of District Staff in a manner consistent with the approved budget, including the evaluation of District Staff and the award of Merit-Based Bonuses consistent with the adopted budget.

3. **Establishment of Merit Bonus Program.** The Board of Supervisors finds and determines that:

    a. **Public Purpose**. The recruitment, retention, motivation, and reward of employees whose work performance meets or exceeds duly established standards serves a valid District public purpose by promoting efficient, accountable, and effective administration of District operations.

b. **Merit-Based Bonus policy**. The District may award a merit-based bonus only under a written policy effective before the beginning of the evaluation period on which the bonus is based, and only in accordance with performance standards and evaluation procedures established under such policy. The Board determines that, effective for the 2026-2027 fiscal year, and each subsequent year, the HR Evaluation and Retention Program attached as Exhibit 1 shall govern the determination and award of merit-based bonuses that may be awarded from time to time. The evaluation standards and protocol established therein shall be the sole method of evaluation and determination of eligibility for such merit-based bonuses. The District Manager shall utilize the protocol and standards therein to award those merit-based bonuses as he may deem appropriate and as are consistent with the adopted budget.

c. **Compliance Intent.** The Board intends that this Resolution and the Merit-Based Bonus Policy attached as Exhibit 1 be administered in compliance with Florida Statutes §215.425 and all other applicable law, including applicable public-records, public-meetings, budgetary, and ethics requirements.

d. **No Retroactive Compensation.** The Board does not intend to authorize any gratuity, gift, holiday bonus, longevity bonus, across-the-board payment, or other extra compensation for services already performed unless the payment is expressly authorized by Exhibit 1 and otherwise complying with applicable law.

e. **Contractual Basis**. Each contract of employment or other document recognizing an employment relationship shall incorporate the terms of the HR Evaluation and Retention Program and shall further acknowledge that the grant or award of a Merit-Based Bonus in a particular fiscal year is subject to the discretion of the District and subject to the annual appropriation of funds by the District for such purpose.

4. **Effective Date.** This Resolution shall become effective immediately upon its adoption and shall apply to all compensation and bonuses awarded by the District for the 2026/2027 Fiscal Year and thereafter.

PASSED AND ADOPTED this 29th day of October, 2026.

Secretary/Assistant Secretary	Chair/Vice Chair

EXHIBIT 1

HR Evaluation and Retention Program

Grand Haven Community Development District
Memorandum: Human Resources Evaluation and Retention Program
Prepared by: Howard McGaffney, District Manager
Date: October 22, 2026

Introduction:

As of the date of this report the Grand Haven Community Development District employs a staff of 12 individuals, to include:

- One (1) Director of Operations
- Two (2) Executive Administrative Assistants
- One (1) Field Maintenance Supervisor
- One (1) Assistant Field Maintenance Supervisor,
- One (1) Maintenance III Worker
- Five (5) Maintenance II Workers
- One (1) Maintenance I Worker

Current Board policy is the engagement of a Professional Employer Organization (PEO). This partnership assists with HR administration, benefits, payroll, and risk mitigation. For a CDD with a specialized employee structure like Grand Haven, third-party HR support is a highly effective tool. However, to maximize this investment and ensure long-term stability, the District must couple the PEO services with a well defined evaluation and retention policy, and improved standards, specifically through the implementation of well-defined job descriptions, standardized performance reviews, bonus structure, and benefits.

Confidentiality and Management Responsibility

Human resource matters inherently involve sensitive and confidential information. Although certain employment-related records within a public entity may be subject to public records requirements, the personnel administration and employee management should, whenever practical and legally permissible, involve the District's contracted Professional Employer Organization (PEO), the Director of Operations, the District Manager, and Counsel/Employment Counsel rather than be addressed in public meetings.

Performance Review Process Improvement Initiative

Consistent with the Board's governance role, the Board of Supervisors does not participate in performance evaluations of employees. Employee evaluation, performance management, and workforce administration remain management responsibilities.

As part of the 90 operational review, the District Manager and Director of Operations have identified the need to create a policy, to modernize and standardize the District's performance management program and to better align with accepted human resource practices and organizational objectives. These enhancements include:

- Position-specific Key Performance Indicators (KPIs) and performance metrics aligned with job descriptions.
- Standardized performance rating criteria and scoring definitions.
- Employee self-evaluations.
- Semi-annual performance check-ins to provide coaching, monitor progress, and document performance throughout the year.
- Enhanced documentation, reporting, and performance tracking standards.
- Performance Improvement Plan (PIP)

Management is responsible for developing standardized evaluation forms, communication guidelines, and performance metrics to ensure consistency across all departments. The enhanced framework will also support a performance-based compensation structure by incorporating objective performance standards, measurable outcomes, and achievement of established goals.

As a Community Development District, Florida Statutes require bonuses to be performance based. Logically wage increases would also follow the same performance standards. Performance evaluation results, attainment of performance objectives, organizational performance, budgetary considerations, and Board-approved benefits programs will be considered when determining wage increases and eligibility for performance-based bonuses.

Implementation support will be provided through management resources and the District's Professional Employer Organization (PEO) partnership. District Management will present proposed total staffing compensation budgets to the Board during the budget season, through workshops, and upon the approval of the District's annual budget the District Manager will carry out the authority to manage the budget accordingly.

The overall objective of this memorandum is to establish a fair, transparent, and performance review system that promotes accountability, recognizes high performance, supports employee growth, and aligns individual contributions with the District's operational priorities and strategic objectives.

Rating Scale (Scoring)

The Rating Scale Matrix: A 100-point evaluation criteria will be used to score individual annual employment reviews.

Exceptional (90-100): Consistently and significantly exceeds performance expectations in all major areas of responsibility. Demonstrates exceptional initiative, leadership, problem-solving ability, and commitment to organizational objectives. Serves as a positive example to others and routinely produces results beyond the normal requirements of the position. Requires minimal supervision and makes substantial contributions to the success of the District.

Exceeds Expectations (75-89): Frequently exceeds established performance expectations and regularly demonstrates initiative beyond assigned responsibilities. Produces high-quality work, consistently meets deadlines, and contributes positively to departmental and organizational goals. Requires minimal supervision and is highly dependable, proactive, and effective in conducting assigned duties.

Meets Expectations (65-74): Consistently and successfully performs all essential job duties and responsibilities. Demonstrates the knowledge, skills, and abilities required for the position. Produces reliable, quality work, follows established policies and safety procedures, meets performance standards, and completes assignments in a timely manner. This rating reflects fully successful performance and is the expected standard for employees.

Needs Improvement (50-64): Performance does not consistently meet established expectations in one or more significant areas of responsibility. Improvement is necessary to ensure consistent job performance and successful fulfillment of position requirements. A Performance Improvement Plan (PIP) is required, with another performance evaluation conducted after 90 days.

Unsatisfactory (Below 50): Performance consistently fails to meet the minimum requirements of the position. Work quality, dependability, productivity, conduct, safety compliance, or other essential job functions are significantly below established standards. Immediate and sustained improvement is required. A corrective action plan and follow-up evaluation will be initiated, with a follow-up conducted within 30 days. Failure to meet expectations within this period could result in further disciplinary actions up to and including termination.

Rating Guidance: A rating score of "65-74", Meets Expectations" represents successful and satisfactory job performance. Employees receiving this rating satisfactorily fulfill the duties and responsibilities of their position and contribute positively to the District's operations. Rating scores of "75-89" and "90-100" should be supported by specific examples demonstrating performance that exceeds normal job expectations.

Manager's Notes & Qualitative Commentary: A dedicated section will be included for supervisors to document significant observations throughout the evaluation period, including notable accomplishments, project milestones, leadership contributions, customer service achievements, teamwork, safety performance, attendance trends, coaching discussions, and other job-related behaviors. Comments should be objective, specific, and supported by observable examples to provide context for performance ratings and support consistency throughout the evaluation process.

Employee Self-Evaluation: The evaluation process will include a dedicated self-evaluation section to encourage employee participation and self-assessment. Employees will have the opportunity to document accomplishments, challenges, professional development efforts, and progress toward established goals and performance objectives. Employees may also submit additional written comments for inclusion in their personnel file as part of the finalized evaluation record.

Performance Documentation Requirement: Supervisors are expected to maintain performance notes and supporting documentation throughout the evaluation period. Ratings of "Exceeds Expectations" and "Exceptional/Outstanding" should be supported by specific examples demonstrating performance beyond normal job requirements. Ratings of "Needs Improvement" or "Unsatisfactory" should be supported by documented coaching, counseling, performance discussions, or corrective actions occurring during the evaluation period whenever practical.

Note: The provision above helps prevent rating inflation, improves consistency and provides support for both compensation decisions and corrective action when necessary.

PERFORMANCE SCORING METHOD

Using job descriptions, the following is a KPI model consisting of:

1. **Core Competencies (common to all employees)** – 40% of score
2. **Position-Specific KPIs** – 60% of score

This structure is commonly used because it balances objective performance metrics with behaviors, teamwork, safety, and leadership expectations. It also allows employees in different positions to be evaluated under a consistent framework while maintaining job-specific accountability.

Recommended Scoring Method: Each KPI is scored using the approved rating scale

Rating	Score
90-100	Exceptional
75-89	Exceeds Expectations
65-74	Meets Expectations
50-64	Needs Improvement
Below 50	Unsatisfactory

ANNUAL PERFORMANCE REVIEW, EMPLOYEE AND DISTRICT PERFORMANCE BASED BONUS STRUCTURE

The objective of this policy is to establish a transparent, motivating, and fiscally responsible performance based annual wage increase and bonus structure program, creating incentives for high job performance rating.

Annual merit wage adjustments are determined using a performance base score system ranging from 65 to 100 points, where a score of 65 ("Meets Expectations") establishes a baseline wage increase of 3.00%, scores below 65 receive no increase, and scores above 65 receive a continuous linear increase accruing per additional performance point, up to a maximum increase of 5.00% at a score of 100.

Performance Score	Performance Rating Tier	Wage Increase %

Performance Score	Performance Rating Tier	Wage Increase %
65	Meets Expectations	3.00%
66	Meets Expectations	3.06%
67	Meets Expectations	3.11%
68	Meets Expectations	3.17%
69	Meets Expectations	3.23%
70	Meets Expectations	3.29%
71	Meets Expectations	3.34%
72	Meets Expectations	3.40%
73	Meets Expectations	3.46%
74	Meets Expectations	3.51%
75	Exceeds Expectations	3.57%
76	Exceeds Expectations	3.63%
77	Exceeds Expectations	3.69%
78	Exceeds Expectations	3.74%
79	Exceeds Expectations	3.80%
80	Exceeds Expectations	3.86%
81	Exceeds Expectations	3.91%
82	Exceeds Expectations	3.97%

Performance Score	Performance Rating Tier	Wage Increase %
83	Exceeds Expectations	4.03%
84	Exceeds Expectations	4.09%
85	Exceeds Expectations	4.14%
86	Exceeds Expectations	4.20%
87	Exceeds Expectations	4.26%
88	Exceeds Expectations	4.31%
89	Exceeds Expectations	4.37%
90	Exceptional	4.43%
91	Exceptional	4.49%
92	Exceptional	4.54%
93	Exceptional	4.60%
94	Exceptional	4.66%
95	Exceptional	4.71%
96	Exceptional	4.77%
97	Exceptional	4.83%
98	Exceptional	4.89%
99	Exceptional	4.94%
100	Exceptional	5.00%

Annual Performance Rating Scale: The following scoring criteria and ratings are restated below, for use in the Non-Management Performance Based Bonus Structure:

- **Overall Scores 90-100** = Exceptional in meeting expectations, eligible for increase
- **Overall Score 75-89** = Exceeds meeting expectations, eligible for increase
- **Overall Score 65-74**= Meets expectations, eligible for increase
- **Overall Score 50-64** = Performance Improvement Plan required, re-evaluate in 90 days. Must meet expectations within 90 days. Base increase on evaluation once performance meets expectations. If performance is not improved to meeting expectations in 90 days, termination is recommended.
- **Overall Score Below 50** = Immediate Corrective Action Review. Re-evaluate in 30 days, and a 30-day Performance Improvement Plan (PIP) is required. If immediate corrective action was achieved to a satisfactory level as identified by Management within 30 days, then an increase will be re-evaluated once performance meets expectations. If performance is not improved to meeting expectations in 30 days, termination is recommended.

Non-Management-Employee Performance Based Evaluation Bonuses

- Employees are eligible for a performance bonus calculated on their annual performance evaluation score
    - Exceptional (90-100): $1,750
    - Exceeds Expectations: (75-89): $1,250
    - Meets Expectations (60-74): $750

Non-Management-District Performance-Annual Bonuses

- To recognize the dedication and efforts of the District's employees and provide incentive related to District's work program for the new fiscal year, a Performance Based-Annual Bonus Structure is authorized, to reward performance of the employees in helping the District to satisfactorily achieve the Approved Annual Goals and Objectives, and Budget Management. District employees will be eligible for a performance-based bonusshortly after the commencement of the fiscal year. This bonus will be distributed in November to all eligible employees, independent of their annual performance review and other incentives, as authorized in the District's adopted Human Resources Evaluation and Retention Policy. Eligible employees are defined as having worked 12 months, and having a satisfactory annual performance evaluation of at least meeting expectations.
- The Annual Bonus structure is intended to provide incentive on a prospective basis to employees who consistently achieve a satisfactory work performance and can be relied upon to help the District perform the District's goals, perform the work program and achieve savings in the fiscal year in which the bonus is awarded.
- As for the other bonuses, the Annual Bonus is subject to the allocation of funds in the District's annual budget and is awarded as an incentive that does not become an increase in the employee's annual base salary.

- 1-2 years of service: $750
- 3-4 years of service: $1,250
- 5-9 years of service: $1,500
- 10 years or more of service: $2,000

JOB SPECIFIC KPI'S AND PERFORMANCE STANDARDS

CORE COMPETENCIES-NON-EXECUTIVE POSITIONS (40%)

KPI	Weight
Reliability & Attendance	10%
Safety Compliance & Risk Management	10%
Professionalism & Teamwork	10%
Accountability & Initiative	10%

PERFORMANCE STANDARDS

Reliability & Attendance

- Reports to work on time
- Attends all operations training and meetings
- Dependable during emergencies and on-call assignments

Safety Compliance

- Adheres to District policies
- Uses equipment properly and performs their job safely
- Reports hazards and incidents

Professionalism & Teamwork

- Positive attitude
- Respectful interactions with Board, Staff, Residents, Vendors
- Supports coworkers and District objectives

Accountability & Initiative

- Takes ownership of responsibilities
- Follows through on assignments
- Demonstrates proactive problem-solving

FIELD MAINTENANCE WORKER I-POSITION-SPECIFIC KPI'S (60%)

KPI	Weight
Work Order Completion & Productivity	20%
Quality of Work	15%
Equipment & Asset Care	10%
Board/Staff Relations & Customer Service	10%
Training & Skill Development	5%

PERFORMANCE STANDARDS

Work Order Completion

- Assigned tasks completed timely
- Minimal rework required

Quality of Work

- Pressure washing, painting, repairs completed to standards
- Clean and professional appearance

Equipment Care

- Safe and proper use and maintenance of District equipment

Board/Staff Relations & Customer Service

- Professional, courteous, kind, and respectful interactions with others

Training

- Participation in OSHA, maintenance training, specialized training, and monthly staff meetings. Supported by duties involving general maintenance, stormwater maintenance, amenity and community maintenance, and emergency response.

FIELD MAINTENANCE WORKER II-POSITION-SPECIFIC KPI'S (60%)

KPI	Weight
Preventative Maintenance Completion	20%
Equipment Operations & Asset Care	15%
Work Order Completion & Productivity	10%
Board/Staff Relations & Customer Service	10%
Training & Skill Development	5%

PERFORMANCE STANDARDS

Preventative Maintenance Completion

- Daily, Weekly, Monthly PM's are completed on-time and accurately recorded

Equipment Operations & Asset Care

- Safe and proper use of Heavy Equipment and maintenance of District equipment
- Able to work independently with minimal supervision

Work Order Completion

- Assigned tasks completed timely
- Minimal rework required
- Amenity and Community maintenance competency

Board/Staff Relations & Customer Service

- Professional, courteous, kind, and respectful interactions with others

Training

- Participation in OSHA, maintenance training, specialized training, and monthly staff meetings. Supported by duties involving general maintenance, stormwater maintenance, amenity and community maintenance, and emergency response.
- Completed Florida Stormwater Association Training – Level 1 Stormwater Operator Certification-Online

FIELD MAINTENANCE WORKER III-POSITION-SPECIFIC KPI'S (60%)

KPI	Weight
Project Management, Records & Admin	20%
Cost Controls	15%
Job and Equipment Safety	10%
Board/Staff Relations & Customer Service	10%
Training & Skill Development	5%

PERFORMANCE STANDARDS

Preventative Maintenance Completion

- Daily, Weekly, Monthly PM's are completed on-time and accurately recorded

Equipment Operations & Asset Care

- Safe and proper use of Heavy Equipment and maintenance of District equipment
- Able to work independently with minimal supervision

Work Order Completion

- Assigned tasks completed timely
- Minimal rework required
- Amenity and Community maintenance competency

Board/Staff Relations & Customer Service

- Professional, courteous, kind, and respectful interactions with others

Training

- Participation in OSHA, maintenance training, specialized training, and monthly staff meetings. Supported by duties involving general maintenance, stormwater maintenance, amenity and community maintenance, and emergency response.
- Completed Florida Stormwater Association Training – Level 1 and Level 2 Stormwater Operator Certification-Online

ASSISTANT FIELD MAINTENANCE SUPERVISOR-POSITION SPECIFIC KPI'S (60%)

KPI	Weight
Project Management, Records & Admin	20%
Cost Controls	15%
Job and Equipment Safety	10%
Board/Staff Relations & Customer Service	10%
Training & Skill Development	5%

PERFORMANCE STANDARDS

Project Management, Records & Admin

- Assists the Supervisor in tracking daily work orders, ensuring assignments are completed.
- Maintains accurate and up-to-date field records, preventative maintenance (PM) logs, and daily administrative reports.

Cost Controls

- Monitors the daily use of materials, tools, and inventory by field staff to prevent waste and loss
- Assists the Supervisor in tracking and working within operational budgets.

Job and Equipment Safety

- Enforces District safety guidelines and protocols among all Field Maintenance Workers.
- Ensures the safe, proper operation and routine inspection of heavy machinery, vehicles, and District equipment.
- Proactively identifies and reports safety hazards or incidents immediately.

Board/Staff Relations & Customer Service

- Maintains professional, courteous, kind, and respectful interactions with residents, vendors, and staff at all times.
- Serves as a positive role model for Field Maintenance Workers in delivering a high standard of community service.

Training & Skill Development

- Participates in and assists the Supervisor in coordinating specialized maintenance, and safety training.
- Actively supports the cross-training and development of Field Maintenance Workers I, II, and III.
- Maintains applicable advanced certifications (e.g., Level 1 and Level 2 Stormwater Operator Certification).

CORE LEADERSHIP COMPETENCIES-FIELD MAINTENANCE SUPERVISOR (40%)

KPI	Weight
Strategic Planning & Initiative	10%
Leadership & Team Development	10%
Communications, Staff & Directors	10%
Resident Relations & Customer Service	10%

PERFORMANCE STANDARDS

Strategic Planning & Accomplishing District Initiatives

- Establishes standard operating procedures and implements processes to effectuate efficiencies and effectiveness
- Conduct's the mission and objectives as directed by the Director of Operations, District Manager, and the Board of Supervisors.

Leadership & Team Development

- Plans and leads all morning huddles with maintenance staff and recommends training sessions to the Director of Operations
- Attends all semi-annual check-ins, annual performance reviews and assist the Director of Operations in human resource management of the maintenance staff.

Communications, Staff & Directors

- Initiates informative communications with the Director of Operations and District Manager, and Board as necessary. Communicates effectively, and adheres to the Sunshine laws.
- Responsible for all employee notifications, and an advocate of employee relations
- Professional interactions with District Staff and Board, providing daily updates to the Director of Operations.

Resident Relations & Customer Service

- Professional, courteous, kind, and respectful interactions with Residents, and leading with a customer services mindset.

POSITION-SPECIFIC KPI's- MAINTENANCE SUPERVISOR (60%)

KPI	Weight
Budget Management & Cost Control	20%
PM Program Management	15%
Project Management	15%
Vendor / Contract Management	5%
Attends Meetings-Accomplishes Action Items	5%

POSITION SPECIFIC PERFORMANCE STANDARDS-MAINTENANCE SUPERVISOR

Budget Management & Cost Control

- Monitors the field maintenance budget, proactively tracking expenses and reporting any variances to the Director of Operations.
- Ensures field operations are executed cost-effectively by identifying controllable cost-saving initiatives regarding equipment, labor, and materials.

Overall Operational Readiness / PM Program Management

- Oversees the preventative maintenance schedule, ensuring a 100% completion rate for all daily, weekly, and monthly PM tasks by field staff.
- Verifies that all PM activities are accurately recorded and regularly reported to the Director of Operations to maintain overall operational readiness.

Project Management

- Effectively manages field-level execution of Capital Improvement projects and regular amenity and community operations and maintenance repairs.
- Tracks labor, resources, and timelines accurately, ensuring projects align with approved budgets and schedules.
- Provides daily and weekly project status updates to the Director of Operations.

Vendor Management

- Oversees the daily performance of onsite field contractors and vendors (e.g., HVAC, electrical, plumbing, construction, specialized repairs) to ensure they meet District standards and contractual obligations.
- Promptly addresses on-site vendor issues and reports deficiencies or contract breaches to the Director of Operations.

Attends Meetings-Accomplishes Action Items

- Attends all required staff and operational meetings prepared with updates on field maintenance activities.
- Logs field-related action items and ensures their successful and timely completion between meetings.
- Effectively updates directives from the Director of Operations to the field maintenance team.

EXECUTIVE ADMINISTRATIVE ASSISTANT-POSITION-SPECIFIC KPI'S (60%)

KPI	Weight
Executive-Level Administration	15%
Resident Relations & Issue Resolution	15%
District Operations Support	10%
Security Access Control & Recording	10%
Database Accuracy, and Public Records	10%

PERFORMANCE STANDARDS

Executive-Level Administration

- Provide Executive-Level Administration Assistance in support of the District's Management Structure.
- Assist in the proper classification of District invoices, reviewing variances and working with Accounting / AP to ensure reclassifications as needed to achieve proper expense reporting for monthly unaudited financial statements, with a completion rate of 100%.
- Produce high quality, low error, executive-level correspondence, and draft professional reports as assigned.
- Manage and coordinate complex District schedules, interviews, and appointments for the Director of Operations with minimal instruction.
- Assist Management in the operations procurement process, utilizing co-ops and other cost-saving initiatives.

Resident Relations & Issue Resolution

- Greeting and assisting residents, guests, vendors, and the general public in a friendly, courteous, and respectful manner. Listen to the resident's needs, provide helpful information effectively, and efficiently manage routine or escalated administrative inquiries.
- Sends community eblasts as assigned.

District Operations Support

- Serve as an administrative liaison with other departments, interest groups within the District, providing reliable support to Management, and field staff.
- Independently manage routine office organization, including the daily sorting/distributing of mail, operating office equipment, and administering supplies.
- Maintain 100% compliance in creating accurate issue sheets, and report any workorders not completed within 30 days of being opened.

Security Access Control & Recording

- Coordinate, process, and distribute community security gate access codes, key cards, fobs, and resident photo ID cards.
- Conduct quarterly review of community access devices, identify any security concerns, and deactivate lost, stolen, or compromised access fobs in the system immediately upon notification.
- Conduct monthly review of gate activity reports, analyze and send critical details to the Director of Operations.

Database Accuracy, and Public Records

- Input all owner and tenant data from Property Information Forms into the Resident Database, ensuring records remain 100% current and accurate, by conducting quarterly reviews.
- Provide accurate, updated contact information including phone numbers, emails, and addresses for vendors, and other GHCDD entities, and departments.
- Coordinates with all onsite vendors and contractors to provide certificates of insurance, w-9's, invoicing instructions.
- Proactively analyzes all utility expenses on a monthly basis, and does a comparative analysis looking for variances. Researches the data, finds solutions, and reports issues to the Director of Operations.
- Assist Management with data entry related to the CIP
- Establish, process, organize, and update physical and digital files, certificates, permits, legal documents, and records. Ensure all onsite records management practices align with established guidelines, policies, and constraints set by District Manager, Director of Operations and the Board of Supervisors.

CORE LEADERSHIP COMPETENCIES-DIRECTOR OF OPERATIONS (40%)

KPI	Weight
Strategic Planning & Initiative	10%
Leadership & Team Development	10%
Communications, Staff & Board	10%
Resident Relations & Customer Service	10%

PERFORMANCE STANDARDS

Strategic Planning & Accomplishing District Initiatives

- Establishes standard operating procedures and implements processes to effectuate efficiencies and effectiveness
- Conduct's the mission and objectives as directed by the District Manager and the Board of Supervisors.
- Coordinates with District Engineer, District Counsel, and the Accounting, Administrative and Finance departments.
- Accomplishes action items and provides reporting to the Board to measure operational successes and provide project tracking.

Leadership & Team Development

- Plans and leads all bi-monthly staff meetings and coordinates all training sessions
- Oversees quarterly check-ins, annual performance reviews and manages human resources matters through the District PEO services.

Communications, Staff & Board

- Oversees all CDD communications using eblasts, emails, community app(s), website, ensuring all public information is disseminated effectively and officially.
- Responsible for all employee notifications, and an advocate of employee relations
- Professional interactions with District Staff and Board, providing weekly updates and informative monthly reports.

Resident Relations & Customer Service

- Professional, courteous, kind, and respectful interactions with Residents, and leading with a customer services mindset.

POSITION-SPECIFIC KPI'S (60%)

KPI	Weight
Budget Management & Cost Control	20%
Capital Improvement - Project Management	20%
Overall Operational Readiness	10%
Vendor / Contract Management	5%
Attends Meetings-Accomplishes Action Items	5%

PERFORMANCE STANDARDS

Budget Management & Cost Control

- 100% rate of completion for the proper classification of District invoices, reviewing variances and working with Accounting / AP to ensure reclassifications as needed to achieve proper expense reporting for monthly unaudited financial statements.
- Identify and use controllable cost savings initiatives
- Proactively analyzes all revenues and expenses, variances, and projections to make budget recommendations.
- Manages the CDD operations procurement process, utilizing co-ops and other cost-saving initiatives.

Overall Operational Readiness

- Ensure that the field maintenance team is meeting the service needs for community and amenity maintenance. 90% completion rate or higher of all work orders.
- Conducts the annual review and training of the District's Emergency Action Plans and Community Emergency Management Plan. Plans for and oversees all emergency response and recovery for the District, and communicates effectively with the District Manager, Board and Community and Local/State EOC's.
- Ensures all department team leaders achieve 100 % completion rate for all scheduled/planned and & preventative maintenance for the District.

Capital Improvement-Project Management

- Monthly Operations Report with updated CIP for Board consideration and approval.
- Accurate project tracking with budget, variance, start, and end dates
- ±5% of approved budget allocation for Capital Improvement Plans

Vendor Management

- Implements Monthly scorecards for Landscape and Pond Maintenance Vendors with an 85% compliance requirement.
- Conducts monthly compliance meetings with vendors who have annual service agreements with the District, ensuring compliance to contractual obligations. Completes an annual contract review of all vendors/contractors who provide annual services to the District.
- Manages all disputes and communicates to the District Manager any material breaches of contracts.
- Keeps record of all contract terms, and proactively works with the District Manager on the timely publication of RFP's 6 months prior to the hard expiration dates to prevent contractual gaps.

Attends Meetings-Accomplishes Action Items

- Attends 100% of CDD meetings and workshops
- Logs all action items and assignments and successfully closes out 90% of operational action items assigned during meetings between meetings.
- Provides updates from meetings to the staff
- Eblasts the District Manager's summary of the meeting to the residents
- Attends all FFG and committee meetings as approved by the Board.

Return to Agenda Pg. 3

EXHIBIT 18

RESOLUTION 2027-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BOARD OF SUPERVISORS CODE OF CONDUCT; PROVIDING FOR THE REPEAL OF PRIOR CODES OF CONDUCT; PROVIDING FOR CONSISTENCY WITH APPLICABLE LAW; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the Board of Supervisors of the District **("Board")** typically meets monthly to conduct the business of the District, at which time, pursuant to the Florida Sunshine Law, all of the business of the Board of Supervisors must be conducted; and

WHEREAS, the Board finds that it is in the best interest of the District, its Board of Supervisors, its constituents and its staff that the Board's public meetings be conducted in an effective and orderly fashion so as to promote cooperation, collegiality and effective decision making; and

WHEREAS, the Board understands that Chapter 190 divides the functions of the District into executive and decision-making functions, which are exercised by the Board at its public meetings, and the day-to-day function and operation of the District, which are exercised by the District Manager and District Staff; and

WHEREAS, the Board recognizes that the governance and operation of the District is most effective when these parties have mutual respect and honor their respective rolses; and

WHEREAS, the Board has previously agreed upon a set of standards of behavior for the Board known as a "Code of Conduct" in order to provide for effective governance and operation of the District, which the Board now desires to amend and restate and to adopt in the form of this Resolution;

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

1. **Board of Supervisors Code of Conduct.** The Board hereby adopts the Code of Conduct attached to this Resolution as Exhibit "1" as the Board of Supervisors Code of Conduct.

2. **Binding Authority.** The Board of Supervisors agrees that the standards set forth in Exhibit 1 shall govern the conduct of the Board's public meetings and the interaction between the Board and District Staff.

3. **Repeal of Prior Code of Conduct.** Any prior Code of Conduct agreed to by a prior Board of Supervisors is hereby amended to be consistent with Exhibit 1.

4. **Superseding Law.** Nothing herein is intended to replace or supersede other laws governing the operation of the District, including, without limitation, Fla. Stat. §286.011 (Public Meetings/ Sunshine Law), Fla. Stat. Chapter 112 (Public Officer/ Ethics) or Fla. Stat. Chapter 119 (Public Records), and such laws shall take precedence over this Resolution.

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

PASSED AND ADOPTED this 29th day of October, 2026.

_____	_____
Secretary/Assistant Secretary	Chair/Vice Chair

EXHIBIT 1
BOARD OF SUPERVISORS CODE OF CONDUCT

Grand Haven Board Code of Conduct
Prepared by District Counsel and District Manager
RE: Grand Haven CDD: Board Code of Conduct (01.16.2025 vs. 10.13.2026)
Date: October 22, 2026

OVERVIEW

This document summarizes the material changes between the Board Code of Conduct dated 01.16.2025 and the proposed staff recommendations dated 10.13.2026. The revised and recommended policy includes professional tone, formalizes communication protocols, and reemphasizes the separation of governance roles for the Board and operational responsibilities for Staff.

SUMMARY OF REVISIONS

- **Separation of Duties & Operational Interference:** Updates and better defines the separation of roles: the Board sets budgets, policies, and long-term goals, while professional staff manages operations. Outlines Board members should not attempt to influence staff members or give unilateral directives outside public meetings, or implement their own desired processes.
- **Communication Protocols & Records Retention:** Incorporates that questions and meeting requests to staff be submitted in writing using authorized District email to ensure proper records retention. The District Manager must be copied on communications to the Director of Operations.
- **Title Updates & Delegation:** Updates references from 'Operations Manager/Supervisor' to 'Director of Operations'. Explicitly notes that the District Manager may delegate to the Director of Operations and other staff.
- **Standardized Reporting:** Introduces structured updates, specifically adding a monthly 'Capital Projects Tracker' on the agenda and weekly operational updates.
- **Meeting Decorum & Tone:** Outlines behavior that should not occur. Replaces specific language to better explain expectations on maintaining composure, civil demeanor, and a professional environment.
- **Conflict Resolution:** Modifies the 'point of personal privilege' process. Instead of challenging a member to 'justify or apologize', the updated code encourages 'requesting clarification or seeking a constructive resolution'.
- **Role of the Chair:** Outlines the Chair's role in guiding constructive discussions focused on the agenda for the meetings.

CONCLUSION

The proposed 10.13.2026 revisions modernize the Code of Conduct by establishing clear operational boundaries, standardizing communication workflows, and fostering a collaborative, professional environment between the Board of Supervisors and District Staff. The updated policy would be adopted by Board Resolution.

GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS CODE OF CONDUCT

IN PUBLIC ADVERTISED MEETINGS AND WORKSHOPS

Proper governance and operation of the District requires mutual respect and an understanding of the role of each participant. Board meetings will focus around an executive, courteous format. Keeping discussions focused strictly on the agenda's business and discussion items allows both the Board and staff to work together to conduct the District's business meetings with the efficiency and decorum the public expects.

Use Formal Titles

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

Practice Civility & Decorum in Discussions & Debate

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. Board members agree to maintain composure, a civil demeanor, and a professional environment during all proceedings by keeping discussions respectful and refraining from personal or disparaging remarks.

Honor the Role of the Chair in Maintaining Order

It is the responsibility of the Chair to assist the District Manager in guiding discussions to be constructive and keep meetings focused on agenda items. Board Members will show respect for the efforts to focus discussion on current agenda items. If there is disagreement about the agenda or the Chair's actions, those objections will be voiced politely and with reason.

Avoid Personal Comments that Could Offend Other Board Members

If a Board and/or Staff Member is personally offended by the remarks of another Board Member, the offended Board and/or Staff Member will make notes of the actual words used and call for a "point of personal privilege", requesting clarification or seeking a constructive resolution regarding the language used. The Chair will maintain control of this discussion.

Demonstrate Effective Problem-Solving Approaches

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

BOARD CONDUCT WITH DISTRICT STAFF AND EMPLOYEES

Governance of a District relies on clearly defined roles and the cooperative efforts of the members of the Board of Supervisors. The Board will adhere to the separation of Elected Officials duties, from that of the Management of the District. The Board's duties involve the essential governance through setting the budget, policies, and long-term goals, while the professional staff carries out the policies, using their experience and skill sets to manage the District's operations, and maintain the infrastructure and assets.

Therefore, every effort will be made by the Board to show mutual respect for the contributions of the Staff and employees.

Treatment of Staff

Clear, honest communication that respects the abilities, the processes, experience, and dignity of the staff and employees is expected. Board members are expected to maintain a respectful, professional tone in all interactions with staff.

Contact with District Staff

Questions of District staff and/or requests for additional background information will be made in writing using authorized District email for records retention purposes, and will be directed to only the District Manager or Director of Operations. The District Manager may delegate the response to other Staff members including but not limited to the Director of Operations, District Counsel, and District Engineer.

Information regarding ongoing District projects will be provided monthly using the Capital Projects Tracker that is included on the agenda. Weekly updates will also be provided on operations and projects. Board Members will limit requests for information and questions, but should they have a need for information, such information will be in writing by email for records retention purposes. Supervisors will not seek during such contact, to provide direction to, or express criticism of the staff, or to promote ideas or actions which are inconsistent with direction the Board has previously given at a public meeting.

Board members who desire to meet in person with the Director of Operations will request the meeting in writing by email, and provide a summary of the information requested or questions involved. All communications from Board members to the Director of Operations should have the District Manager copied. To respect staff workloads and schedules, Board members requesting to schedule meetings with either the District Manager and/or the Director of Operations, should allow a reasonable amount of time for a meeting to be scheduled.

If the Director of Operations expresses concern whether the requests from individual Supervisors should be coming from the full Board of Supervisors or that the request will

occupy too much time or resources, the Board member involved will refer the matter to the District Manager for further clarification. Outside of the Director of Operations, Board members will not make specific requests for information or to meet with employees of the District, except as directed by the full Board. When in doubt about what staff contact is appropriate, Board Members will ask the District Manager for direction, who may need to consult with the District Counsel depending on the request. Materials supplied to Board Members in response to a request will be made available to all members of the Board so that all have equal access to information.

Disrupting District Staff While Working

Board Members will not disrupt District staff while they are in meetings, on the phone, or involved in performing their job functions. Board Members will not give staff or vendors direction on how to do their job functions.

Public Criticism of an Employee

Performance concerns regarding staff should be directed privately to the District Manager, and/or the Director of Operations, rather than raised publicly. Comments about staff performance will only be made to the District Manager, District Counsel or the Director of Operations, as is appropriate, through a scheduled in person meeting, by phone, or email correspondence.

Involvement in Operations and Administrative Functions

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

Board Members will not direct or attempt, outside of the public meeting discussion, to direct the processes or the work or activities of staff or vendors. Any request that relates to the performance of staff or a vendor will be made through the District Manager. Board Members will not meet with the District Manager, Staff, or employees of the District to try to influence how operational duties and responsibilities are completed, or to try to implement their own desired processes. Board members will not give unilateral direction to District Staff, the Director of Operations, or other employees. Board directives as a whole are given at public Board Meetings.

Check with District Staff on Correspondence Before Acting

Before responding to emails sent to the entire Board, Supervisors should check with the District Manager to see if any official District response has already been sent or is in progress.

Except as provide for in this Code, do Not Attend Meetings with District Staff Unless Requested by Staff and approved by the Board.

Even if the Board Member does not say anything, the Board Member's presence may unintentionally compromise staff objectivity, neutrality, or daily operational focus.

Limit Requests for Staff Support

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

Solicitation of Political Support from Staff

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

Social Media Postings

Board Members will not use social media platforms to communicate their positions on matters that are pending business before the Board, or which are likely to come before the Board at a future time.

Return to Agenda Pg. 3

EXHIBIT 19

RESOLUTION 2027-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT APPROVING AN ASSIGNMENT, ASSUMPTION AND CONSENT AGREEMENT WITH PALAMERICAN SECURITY INC. RELATING TO THE TRANSFER OF SECURITY SERVICES OBLIGATIONS FROM S&S MANAGEMENT GROUP LLC D/B/A GUARD-ONE SECURITY; AUTHORIZING THE EXECUTION AND IMPLEMENTATION THEREOF; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

RECITALS

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

WHEREAS, the District and S&S Management Group LLC, a North Carolina limited liability company authorized to do business in the State of Florida, d/b/a Guard-One Security ("Guard-One"), are parties to that certain Agreement for Security and Loss Prevention Services dated April 1, 2020 (the "Original Agreement"), pursuant to which Guard-One provides security and loss prevention services to the District; and

WHEREAS, pursuant to that certain Equity Purchase Agreement and that certain Assignment and Assumption Agreement, each dated March 31, 2026, PalAmerican Security Inc., a Tennessee corporation ("PalAmerican") acquired all of the equity ownership in Guard-One (the "Acquisition"); and

WHEREAS, in connection with the Acquisition, PalAmerican desires to assume the Original Agreement and all of the obligations of Guard-One thereunder and the Board of Supervisors of the District (the "Board") is willing to consent subject to the terms of an Assignment, Assumption and Consent Agreement (the "Assignment Agreement"), a copy of which is attached hereto as Exhibit A in substantially the form attached; and

WHEREAS, the Board finds that approving the Assignment Agreement is in the best interests of the District, its landowners and residents.

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

1. Recitals. The foregoing recitals are true and correct and are incorporated into this Resolution by this reference.

2. Approval. The Assignment, Assumption and Consent Agreement between the District and PalAmerican Security Inc. (the "Assignment Agreement"), which provides for the assumption by PalAmerican Security Inc. of the obligations of S&S Management Group LLC d/b/a Guard-One Security under the Original Agreement and for the District's consent to such assumption and

to the related change in ownership, is hereby approved in substantially the form attached hereto as Exhibit A.

3. Authorization to Execute. The Chair of the Board of Supervisors or, in the absence of the Chair, the Vice Chair, is hereby authorized to execute the Assignment Agreement on behalf of the District, and the Secretary or any Assistant Secretary is hereby authorized to attest such execution. The Assignment Agreement may include such changes as are approved by District Counsel and the officer executing the Assignment Agreement, provided such changes do not materially and adversely affect the District, and such officer's execution of the Assignment Agreement shall be conclusive evidence of such approval.

4. Implementation. The District Manager, the Director of Operations and District Counsel are hereby authorized and directed to take all actions necessary or appropriate to implement the Assignment Agreement, including, without limitation, obtaining from PalAmerican Security Inc. certificates of insurance complying with Section 9 of the Original Agreement within ten (10) days after the effective date of the Assignment Agreement, and updating the District's notice information for the contractor under the Original Agreement.

5. Ratification. All actions previously taken by the officers, staff and agents of the District consistent with the purposes and intent of this Resolution are hereby ratified, confirmed and approved.

6. Original Agreement Unaffected. Except as expressly provided in the Assignment Agreement, the Original Agreement remains unmodified and in full force and effect.

7. Severability. If any section, sentence, clause or provision of this Resolution is held to be invalid or unenforceable, such holding shall not affect the validity or enforceability of the remaining provisions of this Resolution, which shall remain in full force and effect.

8. Conflicts. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

9. Effective Date. This Resolution shall take effect on November 1, 2026.

PASSED AND ADOPTED this 29th day of October, 2026.

Secretary/Assistant Secretary	Chair/Vice Chair

Exhibit A: Assignment, Assumption and Consent Agreement

ASSIGNMENT, ASSUMPTION AND CONSENT AGREEMENT

THIS ASSIGNMENT, ASSUMPTION AND CONSENT AGREEMENT (this "Agreement") is entered into as of November 1, 2026 (the "Effective Date") by and between GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government organized and existing in accordance with Chapter 190, Florida Statutes, whose address for purposes of this Agreement is 250 International Parkway, Suite 208, Lake Mary, Florida 32746 ("CDD"), and PALAMERICAN SECURITY INC., a Tennessee corporation, whose address for purposes of this Agreement is 927 Beville Road, Suite 107, South Daytona, Florida 32119 ("PalAmerican").

RECITALS

WHEREAS, CDD and S&S Management Group LLC, a North Carolina limited liability company authorized to conduct business in the State of Florida, d/b/a Guard-One Security, ("Guard-One" or "Contractor"), are parties to that certain Agreement for Security and Loss Prevention Services dated April 1, 2020 (the "Original Agreement"), pursuant to which Guard-One provides security and loss prevention services to CDD; and

WHEREAS, Guard-One was selected to provide such services following CDD's issuance of its Request for Proposals #GH-SS-19-01 and Guard-One's Proposal in response thereto dated November 5, 2019; and

WHEREAS, the Original Agreement commenced on April 1, 2020 and, unless terminated in accordance with its terms, constitutes a continuing contract that automatically extends for additional twelve (12) month terms on each anniversary date; and

WHEREAS, Guard-One was merged into SSMG Holdings LLC, a North Carolina limited liability company (the "Company"); and

WHEREAS, pursuant to that certain Equity Purchase Agreement and that certain Assignment and Assumption Agreement, each dated March 31, 2026 (collectively, the "Acquisition Documents"), CapitalSouth SBIC Fund IV, L.P., a Delaware limited partnership, sold, assigned, transferred and delivered to PalAmerican all of the issued and outstanding equity interests of the Company, such that the Company, as the owner of Guard-One, has been acquired by PalAmerican (the "Acquisition"); and

WHEREAS, in connection with the Acquisition, PalAmerican desires to assume, and the parties desire that PalAmerican assume, the Original Agreement and all of the rights and obligations of the Contractor thereunder; and

WHEREAS, the consent of CDD is required under the Original Agreement for such assignment and assumption, and CDD's Board of Supervisors has authorized CDD to provide such consent on the terms set forth in this Agreement;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CDD and PalAmerican agree as follows:

1. Recitals. The foregoing recitals are true and correct and are incorporated into this Agreement by this reference.

2. Assumption. Effective as of the Effective Date, PalAmerican hereby accepts and assumes the Original Agreement and agrees to perform, observe and be bound by all of the covenants, obligations and liabilities of Contractor under the Original Agreement, whether arising before or after the Effective Date, as though PalAmerican were the original Contractor thereunder, including, without limitation, the services, fees, insurance and bond, indemnification and public records requirements of the Original Agreement. Without limiting the foregoing, PalAmerican shall comply with Chapter 119, Florida Statutes, with respect to all public records made or received in connection with the Original Agreement.

3. Consent of CDD. CDD hereby consents, for all purposes of the Original Agreement, to PalAmerican's assumption of the Original Agreement and to the change in ownership of Guard-One resulting from PalAmerican's acquisition of the Company, and CDD waives any right to treat such acquisition, in and of itself, as a breach of or default under the Original Agreement. This consent is limited to the transaction described in this Agreement and shall not be deemed a consent to any further assignment or transfer of the Original Agreement.

4. Original Agreement in Effect. Except as expressly set forth in this Agreement, the Original Agreement remains unmodified and in full force and effect and is hereby ratified and confirmed. All pricing and other terms of the Original Agreement are unchanged. Nothing in this Agreement releases Guard-One from any of its obligations under the Original Agreement.

5. Insurance. Within ten (10) days after the Effective Date, PalAmerican shall deliver to CDD certificates of insurance that comply with Section 9 of the Original Agreement and that name CDD, the CDD Manager (as defined or referenced in the Original Agreement) and the other additional insureds required under the Original Agreement.

6. Notices. From and after the Effective Date, all notices to Contractor under the Original Agreement shall be sent to PalAmerican at the address set forth in the preamble to this Agreement, or at such other address as PalAmerican may designate in writing.

7. Representations. Each party represents and warrants to the other that it has full power and authority to enter into and perform this Agreement and that the execution, delivery and performance of this Agreement have been duly authorized by all necessary action of such party.

8. Governing Law; Venue; Jury Waiver. This Agreement shall be construed, interpreted and controlled according to the laws of the State of Florida. In the event of any litigation arising out of this Agreement or the performance thereof, venue shall be Flagler County, Florida. EACH PARTY HEREBY KNOWINGLY AND VOLUNTARILY WAIVES ANY RIGHT TO A JURY TRIAL OF ANY DISPUTE ARISING IN CONNECTION WITH THIS AGREEMENT OR THE ORIGINAL AGREEMENT.

9. Additional Contract Terms. In compliance with laws that took effect in the State of Florida after the effective date of the Original Agreement, the Original Agreement is amended to add the following:

"25. **E-Verify Requirement**.

A. The District is subject to the requirements of section 448.095, Florida Statutes, pertaining to the use of the E-Verify system to confirm the work authorization status of all employees hired on or after January 1, 2021. By signing this Agreement Contractor acknowledges and confirms that it is registered with and uses the E-Verify system to confirm the work authorization status of all new hires. Contractor further confirms that it shall only subcontract work to be performed under this Agreement to subcontractors who are registered with and use the E-Verify system and have provided to Contractor the affidavit described in section 448.095(5)(b). Contractor must maintain a copy of the subcontractor's affidavit for the duration of this Agreement.

B. Upon a good faith belief that Contractor has knowingly violated section 448.09(1), District shall terminate this Agreement. Such termination shall not constitute a breach by the District. In addition, Contractor may not thereafter be awarded a public contract for at least 1 year after the date on which this Agreement was terminated and shall be liable to District for any additional costs incurred thereby as a result of the termination.

C. Upon a good faith belief that any of Contractor's subcontractors have knowingly violated section 448.09(1), but the Contractor otherwise complied with this subsection, District shall promptly notify the Contractor and order the Contractor to immediately terminate its contract with the subcontractor.

"26. **Anti-Human Trafficking Affidavit Requirement**. The CDD is subject to the requirements of section 787.06(14), Florida Statutes (2025) pertaining to human trafficking. As such, Contractor must execute an affidavit compliant with the statute upon request by CDD."

10. Miscellaneous. This Agreement shall bind and inure to the benefit of the parties and their respective successors and permitted assigns. This Agreement constitutes the entire agreement of the parties with respect to its subject matter and may be amended only by a written instrument executed by both parties. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument, and signatures delivered by facsimile, .pdf or other electronic means shall be deemed original signatures.

[Signatures are on the following page]

SIGNATURE PAGE TO ASSIGNMENT, ASSUMPTION AND CONSENT AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CONTRACTOR:
PALAMERICAN SECURITY, INC., a Tennessee corporation

By:_____
Name:_____
Its:_____

GRAND HAVEN COMMUNITY DEVELOPMENT DISTRICT

By:_____
Chairman of the Board of Supervisors

Return to Agenda Pg. 3

EXHIBIT 20

Joshuas Tree Landscaping

CONSTRUCTION PROPOSAL

Joshuas Tree Landscapping 62 Blare Castle Dr. Palm Coast Fl 32137

Tracy Larson 386-237-7467

CUSTOMER

Grand Haven

DATE

10/20/2026

ADDRESS

Osprey circle / Egret

CITY/STATE/ZIP

Palm Coast FL 32137

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
15 Osprey Circle	90'X 5' to 6' Couquina on lake bank to stop erosion. All area under coquina covered with		**$13,500.00**
51 Osprey Circle	80' x 5' to 6" Coquina on lake bank to stop erosion. All area under coquina covered with		**$12,000.00**
53 Osprey Circle	80' x 5' to 6" Coquina on lake bank to stop erosion. All area under coquina covered with		**$12,000.00**
59 Osprey Circle	102' x 5'to 6' Coquina on lake bank to concrete culvert to stop erosion. All area under coquina		**$15,300.00**
13 Egret Dr.	90' x 5 'to 6' Coquina on lake bank to stop erosion. All area under coquina covered with		**$13,500.00**

THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:

SUBTOTAL	**$66,300.00**
TAX RATE	**0.00%**
SALES TAX	**$0.00**
OTHER	**$0.00**
TOTAL	**$66,300.00**

SIGN BELOW TO ACCEPT QUOTE:

AUTHORIZED REP

Return to Agenda Pg. 3