

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
ADOPTED BUDGET
FISCAL YEAR 2019
PREPARED SEPTEMBER 6, 2018**

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
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**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET SUMMARY
FISCAL YEAR 2019**

REVENUES

Assessments (net of discounts)	\$ 3,704,511
Miscellaneous	53,900
Total revenues	3,758,411

EXPENDITURES

Professional & admin

Supervisors	22,000
Professional services	221,413
Insurance	11,896
Property taxes	3,000
Tax collector	77,177
Miscellaneous	32,075
Total professional & admin	367,561

Field operations

Utilities	248,000
Pump house shared facility	15,500
Aquatic contract	57,574
Insurance	61,300
Property maintenance	669,020
Employees	529,837
Amenity management	539,020
Repairs & maintenance: projects	3,350
Amenity & community maintenance	234,686
Gate access control (formerly: Security operations)	245,558
Miscellaneous contingency	4,000
Miscellaneous field operations	54,425
Total field operations	2,662,270

Infrastructure reinvestment

Capital improvements	1,366,123
Total infrastructure reinvestment	1,366,123
Total expenditures	4,395,954
Net change in fund balances	(637,543)
Fund balance - beginning (unaudited)	2,576,618
Fund balance - ending (projected)	
Committed	
Disaster	500,000
Assigned	
3 months working capital	757,458
Unassigned	681,617
Fund balance - ending	\$ 1,939,075

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2019**

	Fiscal Year 2018			Total Revenue and Expenditures	Proposed Budget FY 2019
	Adopted Budget FY 2018	Actual through 3/31/2018	Projected through 9/30/2018		
REVENUES					
Assessment levy: general	\$ 2,951,123				\$ 3,091,302
Assessment levy: infrastructure reinvestment	788,292				758,938
Assessment levy - Escalante, LLC ³	8,626				8,626
Allowable discounts (4%)	(149,922)				(154,355)
Assessment levy - net	3,598,119	\$ 3,390,433	\$ 207,686	\$ 3,598,119	3,704,511
Reuse water	32,000	12,120	19,880	32,000	32,000
Gate & amenity guest	12,000	2,526	9,474	12,000	12,000
Tennis	2,400	1,410	990	2,400	2,400
Room rentals	2,000	800	1,200	2,000	2,000
Advertising	-	5,320	-	5,320	-
Interest and miscellaneous	5,500	11,430	-	11,430	5,500
Amenity activity share	-	17,711	-	17,711	-
Insurance proceeds	-	128,725	-	128,725	-
Total revenues	3,652,019	3,570,475	239,230	3,809,705	3,758,411
EXPENDITURES					
Professional & admin					
Supervisors - regular meetings	12,000	5,600	6,000	11,600	12,000
Supervisor - workshops	11,000	2,800	7,200	10,000	10,000
District management	35,807	17,903	17,904	35,807	36,881
Administrative	9,530	4,765	4,765	9,530	9,816
Accounting	19,655	9,828	9,827	19,655	20,245
Assessment roll preparation	8,934	4,467	4,467	8,934	8,934
Disclosure report	2,000	1,000	1,000	2,000	2,000
Trustee	7,837	4,337	3,500	7,837	7,837
Audit	11,300	11,300	-	11,300	11,300
Arbitrage rebate calculation	2,400	750	1,650	2,400	2,400
Legal - general counsel	87,500	48,638	45,000	93,638	92,000
Engineering	30,000	13,717	16,283	30,000	30,000
Insurance: general liability & public officials	11,896	10,227	-	10,227	11,896
Legal advertising	3,500	212	3,288	3,500	3,500
Bank fees	1,500	742	758	1,500	1,500
Dues & licenses	175	175	-	175	175
Website hosting & development	1,800	-	1,800	1,800	1,800
Communications: e-blast	500	-	500	500	500
Music licensing	3,100	3,096	-	3,096	3,100
IT support	18,000	7,423	10,577	18,000	18,000
Property taxes	3,000	2,224	776	3,000	3,000
Postage	3,000	831	2,169	3,000	3,000
Office supplies	500	198	302	500	500
Tax collector	74,961	67,811	7,150	74,961	77,177
Total professional & admin	359,895	218,044	144,916	362,960	367,561

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FISCAL YEAR 2019**

	Fiscal Year 2018			Total Revenue and Expenditures	Proposed Budget FY 2019
	Adopted Budget FY 2018	Actual through 3/31/2018	Projected through 9/30/2018		
EXPENDITURES (continued)					
Field operations					
Electric					
Electric services - #12316, 85596, 65378	5,040	1,860	2,140	4,000	4,000
Electric- Village Center - #18308	41,500	12,488	19,012	31,500	31,500
Electric - Creekside - #87064, 70333	21,500	9,479	12,021	21,500	21,500
Street lights ¹	23,000	8,452	11,548	20,000	20,000
Propane - spas/café	38,750	33,868	4,882	38,750	38,750
Garbage - amenity facilities	7,800	5,195	4,805	10,000	10,000
Water/sewer					
Water services ²	98,750	40,698	58,052	98,750	98,750
Water - Village Center - #324043-44997	11,000	6,689	6,811	13,500	13,500
Water - Creekside - #324043-45080	12,000	3,800	6,200	10,000	10,000
Pump house shared facility	14,800	36,015	-	36,015	15,500
Aquatic contract	44,615	18,575	26,040	44,615	44,615
Aquatic contract: lake watch	4,076	1,665	2,411	4,076	4,076
Aquatic contract: aeration maintenance	2,755	-	2,755	2,755	2,755
Lake bank spraying	6,128	2,914	3,214	6,128	6,128
Storm clean-up	-	34,817	-	34,817	-
Insurance: property	45,000	47,484	-	47,484	56,000
Insurance: auto general liability	600	598	2	600	600
Flood insurance	4,700	2,500	2,200	4,700	4,700
Property maintenance					
Horticultural consultant	9,600	4,000	5,600	9,600	9,600
Landscape enhancement	25,000	-	25,000	25,000	25,000
Landscape repairs & replacement	15,000	12,480	2,520	15,000	15,000
Sidewalk repairs & replacement	10,000	2,375	7,625	10,000	10,000
Landscape maintenance contract services	531,420	221,184	310,236	531,420	531,420
Landscape maintenance: croquet	28,000	11,667	16,333	28,000	28,000
Tree maintenance (Oak tree pruning)	30,000	-	30,000	30,000	30,000
Optional 3rd flower rotation	20,000	-	20,000	20,000	20,000
Irrigation repairs & replacement	20,000	5,524	14,476	20,000	20,000
Street light maintenance	20,000	4,314	10,686	15,000	15,000
Lift truck repairs & maintenance	5,000	3,125	1,875	5,000	5,000
Holiday lights	9,000	4,285	4,715	9,000	9,000
Staff support and amenity operations					
Payroll	321,940	144,441	177,499	321,940	381,988
Merit pay/bonus	12,000	3,252	8,748	12,000	13,000
Payroll taxes	42,013	11,266	30,747	42,013	49,849
Health insurance	43,000	21,483	21,517	43,000	56,500
Insurance: workers' compensation	16,500	15,571	-	15,571	18,000
Payroll services	3,000	1,475	1,525	3,000	3,000
Mileage reimb: operations manager	2,500	1,142	1,358	2,500	2,500
Car allowance: staff	4,000	1,529	2,471	4,000	5,000

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EXPENDITURES (continued)					
Amenity Management	477,225	238,613	238,612	477,225	477,225
Amenity Operations & Maintenance	61,795	30,897	30,898	61,795	61,795
Amenity A/C maintenance and service	3,750	-	3,750	3,750	3,750
Fitness equipment service	6,500	1,916	4,584	6,500	6,500
Amenity cable/internet	14,500	6,843	7,657	14,500	14,500
Office supplies: field operations	11,000	4,789	6,211	11,000	11,000
Village center telephone, fax	10,000	1,448	8,552	10,000	10,000
Creekside telephone & fax	10,000	3,487	6,513	10,000	10,000
Pool/spa permits	875	-	875	875	875
Pool chemicals	13,176	5,748	7,428	13,176	13,176
Pest control	3,050	800	2,250	3,050	3,050
Amenity maintenance	85,000	28,605	56,395	85,000	85,000
Community maintenance	71,760	31,801	39,959	71,760	71,760
CERT operations	500	415	85	500	500
Repairs & maintenance: projects					
Fire & security system	3,350	3,288	62	3,350	3,350
Gate access control (formerly: Security operations)					
Gate access control staffing	121,396	76,036	76,522	152,558	167,558
Additional guards	25,000	-	15,000	15,000	15,000
Guardhouse & gate facility maintenance	18,500	8,946	12,054	21,000	21,000
Gate communication devices	12,000	9,027	10,973	20,000	20,000
Gate operating supplies	22,000	1,880	8,120	10,000	22,000
Special events	10,000	1,192	8,808	10,000	10,000
Miscellaneous contingency	4,000	560	3,440	4,000	4,000
Total field operations	<u>2,535,364</u>	<u>1,195,399</u>	<u>1,400,874</u>	<u>2,596,273</u>	<u>2,662,270</u>
Total admin & field ops expenditures	<u>2,895,259</u>	<u>1,413,443</u>	<u>1,545,790</u>	<u>2,959,233</u>	<u>3,029,831</u>
Infrastructure reinvestment					
Capital improvements ⁴					
General infrastructure replacement/repair	916,100	146,187	400,000	546,187	1,366,123
Road project	600,000	836,803	-	836,803	-
Total infrastructure reinvestment	<u>1,516,100</u>	<u>982,990</u>	<u>400,000</u>	<u>1,382,990</u>	<u>1,366,123</u>
Total expenditures	<u>4,411,359</u>	<u>2,396,433</u>	<u>1,945,790</u>	<u>4,342,223</u>	<u>4,395,954</u>

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FISCAL YEAR 2019**

	Fiscal Year 2018			Total Revenue and Expenditures	Proposed Budget FY 2019
	Adopted Budget FY 2018	Actual through 3/31/2018	Projected through 9/30/2018		
EXPENDITURES (continued)					
Excess/(deficiency) of revenues over/(under) expenditures	(759,340)	1,174,042	(1,706,560)	(532,518)	(637,543)
Fund balance - beginning (unaudited)	2,675,404	3,109,136	4,283,178	3,109,136	2,576,618
Fund balance - ending (projected)					
Committed					
Disaster ⁶	500,000	500,000	500,000	500,000	500,000
Assigned					
3 months working capital ⁵	723,815	723,815	723,815	723,815	757,458
Unassigned	692,249	3,059,363	1,352,803	1,352,803	681,617
Fund balance - ending	<u>\$ 1,916,064</u>	<u>\$ 4,283,178</u>	<u>\$ 2,576,618</u>	<u>\$ 2,576,618</u>	<u>\$ 1,939,075</u>

¹See exhibit 1.

²See exhibit 2.

³See exhibit 3

⁴See exhibit 4. Also, please note that in conformity with the District's capitalization policy, only items/projects in excess of \$5,000 will be reflected on the schedule of capital assets.

⁵This item represents fund balance that will be needed to cover expenditures from October through December each fiscal year. Note, current fiscal year assessments should be sufficient to replenish this component of fund balance as it will be needed for the same purpose in the subsequent fiscal year.

⁶This item represents a portion of fund balance that is intended to cover the costs of a material disaster, which is defined as aggregate expenditures in excess of \$50,000 that are necessary to mitigate significant damage resulting from a hurricane, tornado, flood, sinkhole or chemical spill within the boundaries of the District.

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional and Administrative Services

Supervisors - regular meetings	\$ 12,000
<p>Statutorily set at \$200 per Supervisor for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The District anticipates twelve meetings and all five Board Members receiving fees.</p>	
Supervisor - workshops	10,000
<p>Statutorily set at \$200 per Supervisor for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The District anticipates eleven workshop meetings and all five Board Members receiving fees.</p>	
District management	36,881
<p>Wrathell, Hunt and Associates, LLC specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bonds and operate & maintain the assets of the community.</p>	
Administrative	9,816
<p>Wrathell, Hunt and Associates, LLC provides administrative services to the District under the management services agreement. These services include preparation of meeting agenda and minutes, maintaining the District website, records retention, resident requests and all regulatory requirements involving documentation of District activities.</p>	
Accounting	20,245
<p>Wrathell, Hunt and Associates, LLC provides budget preparation and reporting, cash management, revenue reporting and accounts payable functions.</p>	
Assessment roll preparation	8,934
<p>Wrathell, Hunt and Associates, LLC provides assessment roll services, which include preparing, maintaining and transmitting the annual lien roll with the annual special assessment amounts for the operating, maintenance and capital assessments. This was titled "financial consulting services" in the previous fiscal year.</p>	
Disclosure report	2,000
<p>Wrathell, Hunt and Associates, LLC provides disclosure report services. The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934.</p>	
Trustee	7,837
<p>Annual fees paid to U.S. Bank for services provided as trustee, paying agent and registrar.</p>	
Audit	11,300
<p>The District is required to undertake an independent examination of its books, records and accounting procedures each year. This audit is conducted pursuant to Florida State Law and the Rules of the Auditor General. Grau & Associates conducts the District's audit.</p>	
Arbitrage rebate calculation	2,400
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Legal - general counsel	92,000
<p>Clark & Albaugh, LLP. provides on-going general counsel and legal representation. These lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, this firm provides services as "local government lawyers" realizing that this type of local government is very limited in its scope – providing infrastructure and services to developments.</p>	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Engineering	30,000
<p>The District has engaged a District Engineer to provide engineering, consulting and construction services to the District while crafting solutions with sustainability for the long-term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Insurance: general liability & public officials ³	11,896
<p>The District carries public officials and general liability and public officials insurance with policies written by Preferred Governmental Insurance Trust and these amounts have been combined for the current year budget. The limit of liability is set at \$2,000,000 for general liability (\$4,000,000 general aggregate) and \$2,000,000 for public officials liability (\$2,000,000 general aggregate).</p>	
Legal advertising	3,500
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Bank fees	1,500
<p>Bank charges incurred during the year.</p>	
Dues & licenses	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Website hosting & development	1,800
<p>Strange Zone, provides website hosting for a fee of \$10.00 per month and website maintenance at an hourly rate of \$115.00.</p>	
Communications: e-blast	500
<p>Constant Contact, Inc. transmits District news and information to the residents via email.</p>	
Music licensing	3,100
IT support	18,000
Property taxes	3,000
<p>The District pays property taxes to Flagler County on certain parcels of land within the District. Ad valorem taxes are assessed for the parking lot at Escalante Golf.</p>	
Postage	3,000
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Office Supplies	500
<p>Accounting and administrative supplies.</p>	
Tax collector	77,177
<p>The tax collector's fee is 2% of assessments collected.</p>	
Field operations	
<i>Electric</i>	
Electric services - #12316,65378,85596	4,000
<p>FPL charges for electric usage at the main entrance, guardhouse (AC/heat) and lights(#65378), pond aerator, electric at south entrance (#12316) and electric at the north entrance gate house.</p>	
Electric- Village Center - #18308	31,500
<p>FPL charges for electric usage at the Village Center, which includes air conditioning, heating, pool equipment, café appliances and lights.</p>	
Electric - Creekside - #87064, 70333	21,500
<p>FPL charges for electric usage at the Creekside facility, which includes air conditioning, heating, pool equipment and lights. Account #87064 is for air conditioning and account #70333 is for pool pumps and lighting.</p>	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Street lights ¹	20,000
FPL bills for energy usage of the 495 streetlights located within the District as shown in exhibit 1.	
Propane - Pool/spas/café	38,750
Propane gas is provided by Amerigas Corporation for water heating purposes at the Village Center and Creekside. The agreement went into effect on July 30, 2009 and either party may terminate the agreement upon 30-days written notice. There are two tanks at the Village Center, a 1000 gallon to provide auxiliary pool heating, spa heating and hot water for fitness center. A 500 gallon tank provides café cooking and hot water needs. A 500 gallon tank at Creekside provides auxiliary pool, spa and water heating needs. An auxiliary pool heater was installed at Creekside in March 2010.	
Garbage - amenity facilities	10,000
District contracts with Waste Management Corporation to supply dumpsters for garbage and trash removal at Village Center and Creekside.	
<i>Water/Sewer</i>	
Water services ²	98,750
Reuse and potable water is supplied by City of Palm Coast for irrigation purposes. Exhibit 2 lists all of the accounts. The potable water accounts were not converted to reuse because of the extensive conversion costs (account #'s 46201, 46064 and 46200).	
Water - Village Center	13,500
Potable water/sewer is supplied to the Village Center by the City of Palm Coast. (account # 44997)	
Water - Creekside	10,000
Potable water/sewer is supplied to Creekside by the City of Palm Coast (account # 45080).	
Pump house shared facility	15,500
The District has a shared services agreement with Escalante Golf for the operation and maintenance costs of the Marlin Drive pump house. The District bills Escalante Golf 75% of all costs and pays the remaining 25% per the agreement. The agreement went into effect on November 10, 2005 and shall terminate upon the termination of the reclaimed water agreement that went into effect November 17, 2005 and is still in effect.	
Aquatic contract	44,615
Aquatic Systems Inc. provides algae and aquatic weed control, shoreline grass control to the water's edge, water chemistry testing, triploid grass carp stocking and permitting, carp barrier installation and management reporting for the 47 waterways located within the District.	
Aquatic contract: lake watch	4,076
Aquatic contract: aeration maintenance	2,755
Lake bank spraying	6,128
Property insurance	56,000
The District carries property insurance with Florida Property Alliance. This policy insures District property and contents.	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Insurance: Auto general liability	600
Represents automobile insurance for the District's E-350 work van with lift bucket. The limit of liability is \$1,000,000 for any one accident or loss.	
Flood insurance	4,700
The District carries flood insurance. The limit of coverage is \$4,000,000. The deductible is \$1,000 (except for the conspan and walking bridges). The deductible for the conspan and walking bridges is 5% of their respective values.	
Property maintenance	
Horticultural consultant	9,600
The District contracted with Louise Leister (horticulturalist) in March 2010 to audit current landscape specifications and develop a landscape master plan that will provide ecological, environmental and economical benefits.	
Landscape enhancement	25,000
Landscape repairs & replacement	15,000
Repairs and/or replacement of existing turf, trees, plants and other landscaping.	
Sidewalk repairs & replacement	10,000
Repairs and/or replacement of existing sidewalks.	
Landscape maintenance service contract	531,420
Effective October 1, 2014, the District has agreed to compensate Yellowstone for general landscape maintenance services at an annual rate of \$515,380 for year 1 and 2 of the initial term of the agreement (after reducing for croquet landscape maintenance exp), payable in twelve equal monthly installments of \$42,948.34. In year 3 of the contract, the District has agreed to compensate Yellowstone for general landscape maintenance services at an annual rate of \$531,418.21 that is also payable in twelve equal monthly installments of \$44,284.85. Annual palm tree pruning services are included (after reducing for croquet landscape maintenance exp).	
Landscape maintenance: croquet	28,000
Effective May 1, 2015, the District has entered into an agreement with Precision Land Grading to maintain the croquet courts.	
Tree maintenance (Oak tree pruning)	30,000
Optional 3rd flower rotation	20,000
Irrigation repairs & maintenance	20,000
Irrigation repairs and maintenance are provided by Yellowstone. This includes sprinkler system inspections, nozzle adjustments, cleaning, and timer adjustments. Additional repairs are provided upon district approval.	
Street light maintenance	15,000
Repair and maintenance costs associated with the 495 streetlights including all fixtures and lighting parts.	
Lift truck repairs & maintenance	5,000
Holiday lights	9,000
The District provides annual holiday decorations.	
<i>Staff support and amenity operations</i>	
Payroll	381,988
This is payroll for all District employees, which includes: a full-time operations manager, maintenance worker III, maintenance worker I, gate access/administrative support, a full-time administrative support specialist and a maintenance worker. Please note, payroll has been increased by 5% to account for employee wage increases and overtime.	
Merit pay/bonus	13,000
Employee merit and performance based compensation.	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Payroll taxes	49,849
FICA tax is currently 7.65%.	
Health insurance	56,500
Estimated cost of health insurance for the District's employees.	
Insurance: workers' compensation	18,000
Payroll services	3,000
Payroll for District employees is provided by ADP Corporation	
Mileage reimb: operations manager	2,500
Operations Manager is reimbursed for business mileage at a rate of \$.585/mile per employment agreement. If this is above IRS guideline for mileage reimbursement, the difference will be a taxable benefit.	
Car allowance: staff	5,000
Amenity Management	477,225
The District contracts to manage, maintain and program the District's Village Center, Creekside Amenity Center, and Village Center Café.	
Amenity Operations & Maintenance	61,795
The District contracts for operation and maintenance of seven tennis courts and bocce court as well as swimming pool maintenance services.	
Amenity A/C maintenance and service	3,750
Mike Morello, Inc. provides preventative maintenance on air conditioning systems including filters.	
Fitness equipment service	6,500
Lloyd's exercise equipment provides quarterly maintenance on the exercise equipment at Village Center and Creekside fitness centers for \$1700 annually. Lloyd's charges the District \$175 four times per year for service to Creekside and charges \$250 four times per year for service to the Village Center. Lloyd's also performs any repairs or adjustment service to fitness equipment for an additional cost.	
Amenity cable/internet	14,500
Spectrum, provides cable and internet service at the Village Center and Creekside.	
Office supplies: field operations	11,000
Includes paper, printer cartridges, toner, supplies, folders, binders, equipment purchases, coffee supplies, employee logo shirts and other miscellaneous items.	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Village center telephone, fax AT&T provides telephone and fax service at the Village Center.	10,000
Creekside telephone & fax AT&T provides telephone and fax service at Creekside.	10,000
Pool/spa permits City of Palm Coast requires annual pool and spa permits to operate these facilities.	875
Pool chemicals The District is billed for pool and spa chemicals at the Village Center and Creekside by Poolsure, Inc.	13,176
Pest control Includes quarterly termite treatment and pest control at each location.	3,050
<i>Repairs and maintenance</i>	
Amenity maintenance These are general expenditures that relate to the maintenance, repair & replacement of district facilities as follows: <ul style="list-style-type: none"> • Pool equipment repair & maintenance • Tennis court equipment & maintenance • Croquet Court equipment & maintenance • Café repairs & maintenance • Amenity building & facility repairs & equipment • Facility Furniture (Pool, croquet, office, & meeting room) • Golf cart repairs & maintenance • Security Cameras repairs & maintenance Purchases of new items in excess of \$5,000 will be reflected in the capital improvements section.	85,000
Community maintenance These are general expenditures that relate to the maintenance, repair & replacement of District improvements as follows: <ul style="list-style-type: none"> • Painting supplies • Power washing equipment, maintenance & repairs • Sign repair & maintenance • Community repairs supplies • Wooden footbridge repairs & maintenance • Pier repairs & maintenance • Wildlife management • Storage facility rental • Boat & Trailer repairs & maintenance • Security cameras repairs & maintenance • Fence repair & maintenance Purchases of new items in excess of \$5,000 will be reflected in the capital improvements section.	71,760

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

CERT operations	500
Fire & security system	3,350
These expenditures relate to fire and security tests that are performed periodically.	
<i>Gate access control operations</i>	
Gate access control staffing	167,558
The District contracts to provide security personnel 24/7 at the main gate entrance. Security personnel also monitor access remotely at non-manned entrances. Should the District request extraordinary security officers to work on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving or Christmas Day, the rate for the extraordinary officers will be 50% above the standard rate.	
Additional guards	15,000
As needed for overflow traffic at main gate.	
Guard & gate facility maintenance	21,000
Repair and maintenance of gate access equipment.	
Gate communication devices	20,000
Gate operating supplies	22,000
This includes gate transmitters, gate poles, keypads, control loops, detectors, visitor passes and access strips.	
Special events	10,000
Expense associated with Board sanctioned events and activities.	
Miscellaneous contingency	4,000
Expenses of an expedient or required nature that have not been budgeted elsewhere.	
Infrastructure reinvestment	
Capital improvements ⁴	
General infrastructure replacement/repair	1,366,123
Total expenditures	<u>\$ 4,395,954</u>

¹See exhibit 1.

²See exhibit 2.

⁴See exhibit 4.

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2004A BONDS
FISCAL YEAR 2019**

	Fiscal Year 2018			Total Revenue and Expenditures	Proposed Budget FY 2019
	Adopted Budget FY 2018	Actual through 3/31/2018	Projected through 9/30/2018		
REVENUE					
Assessment levy - gross	\$ 31,680				\$ -
Allowable discounts (4%)	(1,267)				-
Assessment levy - net	30,413	\$ 28,797	\$ 1,616	\$ 30,413	-
Interest	-	391	-	391	-
Total revenue	30,413	29,188	1,616	30,804	-
EXPENDITURES					
Debt service					
Principal	35,000	-	35,000	35,000	35,000
Interest	3,920	1,960	1,960	3,920	1,960
Total debt service	38,920	1,960	36,960	38,920	36,960
Other fees & charges					
Tax collector	634	576	58	634	-
Total other fees & charges	634	576	58	634	-
Total expenditures	39,554	2,536	37,018	39,554	36,960
Net change in fund balances	(9,141)	26,652	(35,402)	(8,750)	(36,960)
Beginning fund balance (unaudited)	65,443	66,204	92,856	66,204	57,454
Ending fund balance (projected)	\$ 56,302	\$ 92,856	\$ 57,454	\$ 57,454	20,494
Use of fund balance:					
Debt service reserve account balance (required)					-
Interest expense - November 1, 2019					-
Projected fund balance surplus/(deficit) as of September 30, 2019					<u>\$ 20,494</u>

Grand Haven

Community Development District

Series 2004 A

\$375,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2018	-	-	980.00	980.00
05/01/2019	35,000.00	5.600%	980.00	35,980.00
Total	\$35,000.00	-	\$1,960.00	\$36,960.00

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2008 BONDS
FISCAL YEAR 2019**

	Fiscal Year 2018			Total Revenue and Expenditures	Proposed Budget FY 2019
	Adopted Budget FY 2018	Actual through 3/31/2018	Projected through 9/30/2018		
REVENUE					
Assessment levy - gross	\$ 641,412				\$ 538,073
Allowable discounts (4%)	(25,656)				(21,523)
Assessment levy - net	615,756	\$ 580,337	\$ 33,918	\$ 614,255	516,550
Interest	-	2,367	2,367	4,734	-
Total revenue	615,756	582,704	36,285	618,989	516,550
EXPENDITURES					
Debt service					
Principal	605,000	-	605,000	605,000	625,000
Principal prepayment	-	5,000	-	5,000	-
Interest	57,304	28,652	28,536	57,188	29,000
Total debt service	662,304	33,652	633,536	667,188	654,000
Other fees & charges					
Tax collector	12,828	11,607	1,221	12,828	10,761
Total other fees & charges	12,828	11,607	1,221	12,828	10,761
Total expenditures	675,132	45,259	634,757	680,016	664,761
Net change in fund balances	(59,376)	537,445	(598,472)	(61,027)	(148,211)
Beginning fund balance (unaudited)	247,902	258,056	795,501	258,056	197,029
Ending fund balance (projected)	\$188,526	\$795,501	\$197,029	\$ 197,029	48,818
Use of fund balance:					
Debt service reserve account balance (required)					-
Interest expense - November 1, 2019					-
Projected fund balance surplus/(deficit) as of September 30, 2019					\$ 48,818

Grand Haven

Community Development District

Series 2008

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2018	-	-	14,500.00	14,500.00
05/01/2019	625,000.00	4.640%	14,500.00	639,500.00
Total	\$625,000.00	-	\$29,000.00	\$654,000.00

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED ASSESSMENTS**

Projected Fiscal Year 2019 Assessments

Description	Number of Units	General Fund		Debt Service Fund		Combined (General & Debt Service Funds)				
		Admin & Field Ops	Prior Year to Current Year Change	Infrastructure Reinvestment	Prior Year to Current Year Change	DSF	Prior Year to Current Year Change	Total FY 2019 Assessments	Total FY 2018 Assessment	Prior Year to Current Year Change
SF	1,806.0	\$ 1,617.89	\$ 73.37	\$ 397.20	\$ (15.37)	\$ 302.00	\$ (58.00)	\$ 2,317.09	\$ 2,317.09	\$ 0.00
SF - Parcel 505	89.0	1,617.89	73.37	397.20	(15.37)	-	(360.00)	2,015.09	2,317.09	(302.00)
Golf Course - Regular	15.7	1,617.89	73.37	397.20	(15.37)	302.00	(58.00)	2,317.09	2,317.09	0.00
Golf Course - Escalante, LLC	-	8,626.00	-	-	-	-	-	8,626.00	8,626.00	-
Total	1,910.7									

Adopted Fiscal Year 2018 Assessments

Description	Number of Units	General Fund		Debt Service Fund		Combined (General & Debt Service Funds)				
		Admin & Field Ops	Prior Year to Current Year Change	Infrastructure Reinvestment	Prior Year to Current Year Change	DSF	Prior Year to Current Year Change	Total FY 2018 Assessments	Total FY 2017 Assessment	Prior Year to Current Year Change
SF	1,806.0	\$ 1,544.52	\$ 22.33	\$ 412.57	\$ 15.81	\$ 360.00	\$ -	\$ 2,317.09	\$ 2,278.95	\$ 38.14
SF - Parcel 505	89.0	1,544.52	22.33	412.57	15.81	360.00	-	2,317.09	2,278.95	38.14
Golf Course - Regular	15.7	1,544.52	22.33	412.57	15.81	360.00	-	2,317.09	2,278.95	38.14
Golf Course - Escalante, LLC	-	8,626.00	-	-	-	-	-	8,626.00	8,626.00	-
Total	1,910.7									

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 1**

Account #'s that relate to electricity for street lighting

03077-72418*	16841-20452*	31746-34414*	46892-40333	66887-97353*	80103-38286*	97059-34025*
03844-22077*	16866-58285	35053-32407*	49308-52514*	67454-73121*	82303-80555*	99617-71459*
04372-49345	17910-68354*	36422-53078*	52075-89531*	68719-54092*	83099-93130*	
05037-89539	20058-80410*	37829-63213	52774-87285	72285-32359*	86205-52096*	
05565-12564*	23450-60517*	38925-47443*	54366-71209	72722-70245	86660-17150*	
05770-78538*	24131-28287	40124-01297*	55367-58377*	73389-69343*	86884-88256*	
10691-90344*	24993-66322*	40478-68239*	56830-70071	75081-99150	86997-84032*	
11192-53019*	26621-29358*	41361-55118*	61848-75257	75340-89474*	87761-91358*	
12025-64199*	30240-53518*	43324-82035*	62701-24370*	76404-37286	92764-39248*	
12154-81233	31332-89193*	44402-71122*	65696-77369*	77367-05133	95788-94216*	

*Reflected as a part of summary billing FPL account 79833-72397

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 2**

Account #'s that relate to reuse and potable water

312835-75856	324043-45002	324043-45014	324043-45050	324043-47719
312835-77861	324043-45004	324043-45016	324043-45051	324043-47720
312835-77862	324043-45005	324043-45017	324043-45053	324043-47721
324043-36855	324043-45006	324043-45018	324043-45060	324043-47723
324043-44991	324043-45008	324043-45019	324043-45061	324043-47724
324043-44992	324043-45009	324043-45020	324043-45070	324043-47725
324043-44993	324043-45010	324043-45023	324043-46064	324043-49044
324043-44998	324043-45011	324043-45024	324043-46200	324043-75899
324043-44999	324043-45012	324043-45033	324043-46201	324043-77740
324043-45001	324043-45013	324043-45049	324043-46926	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 3**

Escalante, LLC (Golf Course) Assessment Detail

\$ 2,044	Landscape
306	Water
133	Irrigation repairs
3,600	Property taxes on 2 District parking lot parcels
675	Maintenance: pump house equipment
538	Premium related to property ins for Marlin Dr pumphouse
404	Golf course share of CDD parking lot water fee (acct #312835-75941)
581	Aquatic service contract: Marlin Drive reuse pond
<hr/>	
8,281	Subtotal
345	4% allowable discount
<hr/>	
<u>\$ 8,626</u>	Total assessment

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
FY 2018/2019 CAPITAL IMPROVEMENT PLAN
EXHIBIT 4
Updated 09/06/2018**

Item	Priority	Type	Description	Location	Budget	Approved	Project Started	Completed
1			Office Technology Updates and Upgrades	Office	20,000			
2								
3			Total Technology Projects		\$ 20,000	\$ -		
4			Vine Removal	Unspecified	48,580			
5			Landscape Enhancement Projects	Unspecified	10,000			
6								
7			Total Landscape Projects		\$ 58,580	\$ -		
8			2019 Road Resurfacing	Unspecified	\$ -			
9			No plans for 2019, resume in FY2020					
10								
11			Total Road Projects		\$ -	\$ -		
12			Village Center Re-Stucco Project	Village Center	600,000			
13			Village Center Support Columns	Village Center	-			
14			Village Center Bathroom Renovation Project	Village Center	206,000			
15			Replace Air Conditioning Units/Handlers	V.C./Creekside	53,000			
16			Fitness Center Equipment-Replacement	V.C./Creekside	10,000			
17			Shade Awnings for Pickleball and Croquet Courts	V.C./Creekside	14,000			
18			Expand Café storage area	Village Center	95,013			
19			Replace exterior lights - 4 large;16 small - wait till stucco done	Village Center	5,200			
20			Replace fence and windscreens on tennis courts 5-7	Village Center	45,000			
21			Replace tot lot facilities	Village Center	26,500			
22			Office Renovation-new desks/chairs, furniture and wall coverings	Creekside	22,000			
23			Replace Outdoor Tiles	Creekside	50,000			
24								
25			Total Village Center/Creekside Projects		\$ 1,126,713	\$ -		
26			Aeration for Ponds 5 & 14	Ponds	23,000			
27			Lift Truck	Maintenance	30,000			
28			A/C Replacement Unit	Unspecified	10,000			
29			Unassigned Capital Projects	Unspecified	-			
30			Rejuvenate cocquina path in Front Street	FS	40,000			
31			Repair brick paver crosswalks - Main Gate & Montague	MG/MON	16,000			
32			Replace steel street light poles with terminal rust	WSP	25,000			
33			Replace Center Park Gazebo roof & Main Guard House Roof	Front Street/Main Gate	16,830			
34								
35								
36			Total Other Capital Projects		\$ 160,830	\$ -		
37			Total capital projects for FY2019		\$ 1,366,123	\$ -		
38			Capital Reserve Assessment (does not include interest earned)		\$ 728,580			
39			Equals (=) Excess/(deficiency) of revenues		\$ (637,543)			
40								

Amount available, awaiting approval

Priority

- N Need to Do
- W Want to Do

Type of Project

- H&S Health and Safety
- CIP Capital Improvement/preservation of infrastructure
- CS Cost savings
- R Request