

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
ADOPTED BUDGET
FISCAL YEAR 2013
SEPTEMBER 6, 2012**

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
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**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET SUMMARY
FISCAL YEAR 2013**

REVENUES

Assessments (net of discounts)	\$ 3,059,823
Miscellaneous	52,650
Total revenues	3,112,473

EXPENDITURES

Professional & admin

Supervisors	23,000
Professional services	254,934
Insurance	9,625
Property taxes	54,800
Tax collector	63,746
Miscellaneous	65,012
Total professional & admin	471,117

Field operations

Utilities	281,225
Pump house shared facility	13,000
Aquatic contract	50,180
Insurance	40,118
Property maintenance	550,317
Employees	310,635
Amenity management	501,753
Repairs & maintenance: projects	3,200
Amenity & community maintenance	191,500
Security operations	167,227
Miscellaneous contingency	12,120
Miscellaneous field operations	45,055
Total field operations	2,166,330

Infrastructure reinvestment

Capital improvements	313,982
Total infrastructure reinvestment	313,982
Total expenditures	2,951,429
Net change in fund balances	161,044
Fund balance - beginning (unaudited)	1,514,663
Fund balance - ending (projected)	
Committed	
Disaster	500,000
Roads	150,000
Assigned	
3 months working capital	659,362
Litigation	150,000
Unassigned	216,345
Fund balance - ending	\$ 1,675,707

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2013**

	Fiscal Year 2012			Total Revenue and Expenditures	Proposed Budget FY 2013
	Adopted Budget FY 2012	Actual through 3/31/12	Projected through 9/30/2012		
REVENUES					
Assessment levy: general	\$ 2,503,210				\$ 2,683,299
Assessment levy: infrastructure reinvestment	467,675				496,118
Assessment levy - Escalante, LLC ⁴	8,204				7,899
Allowable discounts (4%)	(119,164)				(127,493)
Assessment levy - net	2,859,925	\$ 2,538,156	\$ 321,769	\$ 2,859,925	3,059,823
Reuse water	34,000	13,605	13,605	27,210	34,000
Gate & amenity guest	5,000	5,198	3,000	8,198	5,000
Tennis	3,200	812	1,200	2,012	2,000
Room rentals	1,650	850	800	1,650	1,650
Interest and miscellaneous	10,000	46,203	1,000	47,203	10,000
Developer contribution	-	5,163	-	5,163	-
Total revenues	2,913,775	2,609,987	341,374	2,951,361	3,112,473

EXPENDITURES

Professional & admin

Supervisors - regular meetings	12,000	6,000	6,000	12,000	12,000
Supervisor - workshops	12,000	5,600	6,000	11,600	11,000
District management	31,364	15,682	15,682	31,364	32,305
Administrative	8,364	4,182	4,182	8,364	8,615
Accounting	17,250	8,625	8,625	17,250	17,768
Assessment roll preparation	7,841	3,921	3,920	7,841	8,076
Disclosure report	2,000	1,000	1,000	2,000	2,000
Trustee	7,275	3,771	3,504	7,275	7,543
Audit	10,900	10,900	-	10,900	11,227
Arbitrage rebate calculation	3,600	-	3,600	3,600	2,400
Legal - general counsel	50,000	39,015	38,455	77,470	65,000
Legal - litigation	50,000	31,847	49,056	80,903	60,000
Engineering	40,000	5,571	34,429	40,000	40,000
Insurance: general liability & public officials	9,493	8,750	-	8,750	9,625
Legal advertising	3,000	1,359	1,641	3,000	3,000
Bank fees	1,982	849	849	1,698	1,982
Dues & licenses	175	175	-	175	175
Website hosting & development	1,800	463	1,337	1,800	1,800
Communications: e-blast	500	-	500	500	500
IT support	-	-	-	-	2,000
Property taxes	54,000	54,399	-	54,399	54,400
Property taxes - former Developer parcels	-	-	-	-	400
Postage	2,800	1,385	1,415	2,800	3,000
Office supplies	500	475	25	500	800
Tax collector	59,582	50,763	8,819	59,582	63,746
Contingencies	1,250	1,614	1,000	2,614	1,250
Resident directory publishing	-	11,250	-	11,250	-
Renewal and replacement					50,505
Total professional & admin	387,676	267,596	190,039	457,635	471,117

**GRAND HAVEN
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GENERAL FUND BUDGET
FISCAL YEAR 2013**

	Fiscal Year 2012			Total Revenue and Expenditures	Proposed Budget FY 2013
	Adopted Budget FY 2012	Actual through 3/31/12	Projected through 9/30/2012		
EXPENDITURES (continued)					
Field operations					
Electric					
Electric services - #12316, 65378, 85596	4,500	1,635	2,289	3,924	4,263
Electric- Village Center - #18308	39,750	16,664	23,330	39,994	40,346
Electric - Creekside - #87064, 70333	24,500	6,766	13,472	20,238	23,345
Street lights ¹	36,500	17,552	24,573	42,125	45,371
Street lights - Wild Oaks	5,700	2,466	3,452	5,918	-
Propane - spas/café	38,750	19,245	19,505	38,750	38,750
Garbage - amenity facilities	6,500	2,673	2,673	5,346	5,500
Water/sewer					
Water services ²	78,000	35,454	72,595	108,049	109,000
Water - Village Center	8,600	4,907	4,907	9,814	10,350
Water - Creekside	3,200	2,130	2,130	4,260	4,300
Pump house shared facility	10,500	3,105	9,831	12,936	13,000
Aquatic contract	38,259	17,730	27,706	45,436	45,436
Aquatic contract: Wild Oaks	3,178	2,988	(2,988)	-	-
Aquatic contract: lake watch	-	-	1,000	1,000	4,000
Aquatic contract: reuse pond	744	372	372	744	744
Insurance: property	30,000	29,342	-	29,342	33,776
Insurance: property: Wild Oaks	3,500	3,356	-	3,356	-
Insurance: auto general liability	-	1,662	-	1,662	1,828
Flood insurance	1,444	4,104	-	4,104	4,514
Property maintenance					
Horticultural consultant	5,500	2,000	2,800	4,800	6,500
Landscape maintenance contract services	519,036	259,518	259,518	519,036	529,417
Oak tree pruning	12,000	-	12,000	12,000	14,400
Irrigation repairs & replacement	12,000	5,045	14,809	19,854	17,500
Street light maintenance	17,500	8,671	8,829	17,500	17,500
Lift truck repairs & maintenance	-	-	-	-	4,000
Holiday lights	8,000	6,531	-	6,531	7,000
Staff support and amenity operations					
Payroll	247,770	100,533	113,075	213,608	269,877
Merit pay/bonus	5,000	575	4,425	5,000	5,000
Payroll taxes	20,718	10,077	11,505	21,582	23,238
Insurance: workers' compensation	5,500	2,475	3,852	6,327	6,500
Payroll services	1,950	1,184	1,184	2,368	2,020
Mileage reimb: operations manager	2,000	1,006	1,408	2,414	2,000
Mileage reimb: maintenance worker I	4,000	761	1,992	2,753	2,000
Additional staffing	-	177	200	377	-
Amenity Management Group	444,230	214,615	229,615	444,230	444,230
Amenity Operations & Maintenance	57,523	28,762	28,761	57,523	57,523
Amenity A/C maintenance and service	4,300	1,125	2,500	3,625	4,300
Fitness equipment service	5,000	1,845	2,250	4,095	5,000
Movie license fee	1,672	-	2,647	2,647	-
Amenity cable/internet	5,250	2,725	2,725	5,450	5,450
Office supplies: field operations	9,800	3,809	4,500	8,309	9,800
Village center telephone, fax	6,000	2,482	3,475	5,957	6,000

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	Fiscal Year 2012			Total Revenue and Expenditures	Proposed Budget FY 2013
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EXPENDITURES (continued)					
Creekside telephone & fax	9,400	4,149	5,809	9,958	10,200
Pool/spa permits	875	-	875	875	875
Pool chemicals	12,750	5,836	5,836	11,672	12,750
Pest control	2,200	1,265	1,265	2,530	2,680
Amenity maintenance	75,000	31,376	31,376	62,752	75,000
Community maintenance	35,000	20,376	20,376	40,752	50,000
Community maintenance (Wild Oaks)	15,000	2,572	5,000	7,572	-
CERT operations	500	-	500	500	500
Repairs & maintenance: projects					
Fire & security system	3,000	867	1,200	2,067	3,200
Security operations					
Security staffing contract services	127,308	51,743	75,565	127,308	131,127
Guardhouse & gate facility maintenance	7,250	1,955	5,295	7,250	7,250
Gate communication devices	13,550	5,247	8,303	13,550	13,550
Gate operating supplies	15,300	9,124	6,176	15,300	15,300
Special events	6,000	3,521	2,479	6,000	8,000
Miscellaneous contingency	25,624	4,727	10,000	14,727	12,120
Total field operations	<u>2,077,131</u>	<u>968,825</u>	<u>1,096,972</u>	<u>2,065,797</u>	<u>2,166,330</u>
Total admin & field ops expenditures	<u>2,464,807</u>	<u>1,236,421</u>	<u>1,287,011</u>	<u>2,523,432</u>	<u>2,637,447</u>

Infrastructure reinvestment

Capital improvements³

Creekside Amenities Center (ZCAC)

Gym

Bikes 4,724 - - -

Treadmill 3,640 - - -

Spa propane heater 5,624 - - -

Office

Replace office carpet w/tile 2,000 1,950 - 1,950 -

Gazebo - replace canopy 1,500 2,010 - 2,010 -

Stop bars, arrows, etc. 1,350 1,460 - 1,460 -

Security cameras system upgrade - - 9,532 9,532 -

Village Center (VC)

Gym

Bikes 3,375 - 2,499 2,499 -

Elliptical - - 3,095 3,095 -

Main café

TV in bar (32" tube) 562 483 - 483 -

Refrigerator - - 1,634 1,634 -

Kitchen microwave 450 356 - 356 -

Replacement tables - - 2,871 2,871 -

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EXPENDITURES (continued)					
Pool					
Chaise lounges	4,800	-	4,777	4,777	-
Drink tables	1,687	-	-	-	-
ADA compliant lift (pools & spas)	8,200	-	-	-	-
General ADA compliance	-	-	24,983	24,983	-
Pergola	-	-	66,250	66,250	-
Tennis					
Resurface courts 1 - 4	12,000	-	9,450	9,450	-
Resurface courts 5 - 7	7,200	-	9,750	9,750	-
Misc A/C air handler motors	2,500	-	-	-	-
General					
Brick paver crosswalks	5,000	-	-	-	-
Repairs due to tree root lifting	12,000	1,800	3,500	5,300	-
Waterside benches	3,000	-	3,000	3,000	-
Gate w/combination lock	1,000	880	-	880	-
Storage shed - Marlin Drive	15,000	-	13,299	13,299	-
Storm drain - Waterside & Sailfish	30,000	12,352	-	12,352	-
North park circle road repair	-	-	3,300	3,300	-
Reuse pond aeration	2,250	2,974	-	2,974	-
Stop bars, arrows, etc.	2,547	-	2,547	2,547	-
Repaint street lights	8,605	-	-	-	-
Gas powered cart ("Gator")	6,300	-	-	-	-
Landscape renovation program	150,000	71,622	74,471	146,093	-
Capital outlay - E350 Van	-	14,000	-	14,000	-
Speed limit device	-	-	3,776	3,776	-
Road repairs	-	3,314	-	3,314	-
Community access data solution	-	-	-	-	61,300
General infrastructure replacement/repair	128,654	66,257	162,013	228,270	252,682
Legal: infrastructure	-	-	4,807	4,807	-
Engineering support	25,000	6,832	18,168	25,000	-
Total infrastructure reinvestment	448,968	186,290	423,722	610,012	313,982
Total expenditures	2,913,775	1,422,711	1,710,733	3,133,444	2,951,429

**GRAND HAVEN
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GENERAL FUND BUDGET
FISCAL YEAR 2013**

	Fiscal Year 2012			Total Revenue and Expenditures	Proposed Budget FY 2013
	Adopted Budget FY 2012	Actual through 3/31/12	Projected through 9/30/2012		
Excess/(deficiency) of revenues over/(under) expenditures	-	1,187,276	(1,369,359)	(182,083)	161,044
Fund balance - beginning (unaudited)	1,609,571	1,696,746	2,884,022	1,696,746	1,514,663
Fund balance - ending (projected)					
Committed					
Disaster ⁶	500,000	500,000	500,000	500,000	500,000
Roads ⁷	150,000	146,686	146,686	146,686	150,000
Assigned					
3 months working capital ⁵	616,202	616,202	616,202	616,202	659,362
Litigation	150,000	150,000	150,000	150,000	150,000
Unassigned	193,369	1,471,134	101,775	101,775	216,345
Fund balance - ending	<u>\$ 1,609,571</u>	<u>\$ 2,884,022</u>	<u>\$ 1,514,663</u>	<u>\$ 1,514,663</u>	<u>\$ 1,675,707</u>

¹See exhibit 1.

²See exhibit 2.

³In conformity with the District's capitalization policy, only items/projects in excess of \$5,000 will be reflected on the schedule of capital assets.

⁴See exhibit 3

⁵This item represents fund balance that will be needed to cover expenditures from 10/1/12 through 12/31/12. Note, fiscal year 2013 assessments should be sufficient to replenish this component of fund balance as it will be needed for the same purpose in subsequent fiscal years.

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.

⁷This item represents fund balance that will be expended in the future for road repairs.

**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 (12) Meetings and all five (5) Board Members receiving fees.</p>	
Supervisor - workshops	11,000
<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 (11) workshop meetings and all five (5) Board Members receiving fees.</p>	
District management	32,305
<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	8,615
<p>Wrathell, Hunt and Associates, LLC provides administrative services to the District under the management services agreement effective October 1, 2009. 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	17,768
<p>Wrathell, Hunt and Associates, LLC provides budget preparation and reporting, cash management, revenue reporting and accounts payable functions.</p>	
Assessment roll preparation	8,076
<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>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	7,543
<p>Annual fees paid to U.S. Bank for services provided as trustee, paying agent and registrar.</p>	
Audit	11,227
<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 and a 3% CPI increase has been included each year.</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	65,000
<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)

Legal - litigation	60,000
Clark & Albaugh, LLP. provides representation in legal proceedings involving the District.	
Engineering	40,000
Applied Technology and Management, Inc. (ATM) was hired April 15, 2010 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.	
Insurance: general liability & public officials ³	9,625
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).	
Legal advertising	3,000
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Bank fees	1,982
Bank charges incurred during the year.	
Dues & licenses	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Website hosting & development	1,800
Atlas Professional Services Inc, provides website hosting for a fee of \$10.00 per month and website maintenance at an hourly rate of \$115.00. The agreement went into effect on October 1, 2009 and shall remain in full force and effect until terminated by either party.	
Communications: e-blast	500
Constant Contact, Inc. transmits District news and information to the residents via email.	
IT support	2,000
Property taxes	54,400
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 Hampton Golf and non-ad valorem assessments are assessed for various parcels along Colbert Lane.	
Property taxes - former Developer parcels	400
Represents property taxes to be paid on formerly owned developer parcels that have been conveyed to the District.	
Postage	3,000
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Office Supplies	800
Accounting and administrative supplies.	
Tax collector	63,746
The tax collector's fee is 2% of assessments collected.	
Contingencies	1,250
Renewal and replacement	50,505
Field operations	
<i>Electric</i>	
Electric services - #12316,65378,85596	4,263
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.	

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

EXPENDITURES (continued)

Electric- Village Center - #18308	40,346
FPL charges for electric usage at the Village Center, which includes air conditioning, heating, pool equipment, café appliances and lights.	
Electric - Creekside - #87064, 70333	23,345
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.	
Street lights ¹	45,371
FPL bills for energy usage of the 489 streetlights located within the District as shown in exhibit 1 (note, this includes Wild Oaks phase 1 and 2).	
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	5,500
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	109,000
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	10,350
Potable water/sewer is supplied to the Village Center by the City of Palm Coast. (account # 44997)	
Water - Creekside	4,300
Potable water/sewer is supplied to Creekside by the City of Palm Coast (account # 45080).	
Pump house shared facility	13,000
The District has a shared services agreement with Hampton Golf (Escalante) for the operation and maintenance costs of the Marlin Drive pump house. The District bills Hampton 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 dated November 17, 2005. This also includes maintenance fee for aerator at reuse pond, which is a semi-annual maintenance fee of \$165 (\$330 annually) for the aeration equipment at the reuse pond. Per the pump house sharing agreement, the golf course is to pay 75% of the maintenance cost (\$247.50 annually) and the District is to pay the remaining 25% of the maintenance cost (\$82.50 annually).	
Aquatic contract	45,436
Aquatic Systems Inc. provides algae and aquatic weed control, shoreline grass control to water's edge, water chemistry testing, triploid grass carp stocking and permitting, carp barrier installation and management reporting for the twenty two waterways located within the District. Effective June 1, 2012, Aquatic Systems, Inc. has extended Grand Haven's waterway program for an additional 12 months, through May 31, 2013 at the current rate of \$2,955 per month. This contract is for the provision of the same services denoted above for ponds #38 thru #47 (ditch 10 is ponds #43 - #46 and tract H is pond #47). The monthly fee for aquatic services to Wild Oaks is \$498.	

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

EXPENDITURES (continued)

Aquatic contract: lake watch	4,000
Aquatic contract: reuse pond	744
<p>This contract is for aquatic services to the District's reuse pond and includes the same services denoted above. The monthly fee for aquatic services is \$62.</p>	
Property insurance	33,776
<p>The District carries Property Insurance of \$4,182,399 under a policy written by Preferred Governmental Insurance Trust. The following major property coverage is: Village Center building and pool - \$1,601,996, Creekside building and pool - \$1,191,260, entrance gatehouses (3) - \$236,000.</p>	
Insurance: Auto general liability	1,828
<p>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.</p>	
Flood insurance	4,514
<p>The District intends to purchase flood insurance. The limit of coverage will be \$4,000,000. The deductible will be \$1,000 (except for the conspan and walking bridges). The deductible for the conspan and walking bridges will be 5% of their respective values.</p>	
Property maintenance	
Horticultural consultant	6,500
<p>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.</p>	
Landscape maintenance service contract	529,417
<p>General landscape maintenance services are supplied by Austin Outdoor. The agreement became effective on February 1, 2011 and shall continue through January 31, 2013. The agreement may be extended for an additional one year. For years 1 and 2 of the agreement services will be rendered at a monthly fee of \$43,253. Should the term of the agreement be extended for an additional, third year, services will be rendered for a monthly fee of \$44,550.59, which represents a 3% increase.</p>	
Oak tree pruning	14,400
Irrigation repairs & maintenance	17,500
<p>Irrigation repairs and maintenance are provided by Austin Outdoor. This includes sprinkler system inspections, nozzle adjustments, cleaning, and timer adjustments. Additional repairs are provided upon district approval.</p>	
Street light maintenance	17,500
<p>Repair and maintenance costs associated with the 437 streetlights including all fixtures and lighting parts.</p>	
Lift truck repairs & maintenance	4,000
Holiday lights	7,000
<p>The District provides annual holiday decorations.</p>	
<i>Staff support and amenity operations</i>	
Payroll	269,877
<p>This is payroll for all District employees, which includes: a full-time operations manager, maintenance worker III, maintenance worker I, gate access/administrative support and a full-time administrative support specialist. Please note, payroll has been increased by 5% to account for employee wage increases from time to time. One additional maintenance worker I has been added to the FY 2013 budget.</p>	
Merit pay/bonus	5,000
<p>Employee merit and performance based compensation.</p>	

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

EXPENDITURES (continued)

Payroll taxes	23,238
FICA tax is currently 7.65%.	
Insurance: workers' compensation	6,500
The workers compensation insurance is based on the prior year expense with a 10% increase for additional staff.	
Payroll services	2,020
Payroll for District employees is provided by ADP Corporation	
Mileage reimb: operations manager	2,000
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.	
Mileage reimb: maintenance worker I	2,000
Maintenance worker I proposed reimbursement for business mileage at a rate of \$.585/mile.	
Amenity Management Group	444,230
The District contracts with Amenity Management Group. to manage, maintain and program the District's Village Center, Creekside Amenity Center, and Village Center Café. On October 20, 2011, the District approved extending Amenity Management Group's agreement through September 30, 2013 for a fixed monthly fee of \$37,019.	
Amenity Operations & Maintenance	57,523
The District contracts with Amenity Operations & Maintenance. for operation and maintenance of seven tennis courts and bocce court as well as swimming pool maintenance services. On October 20, 2011, the District approved extending the Amenity Operations & Maintenance agreement through September 30, 2013 for a fixed monthly fee of \$4,793.58.	
Amenity A/C maintenance and service	4,300
Service 1st, Inc. provides preventative maintenance on air conditioning systems including filters. The term of agreement commenced on May 12, 2011 and shall expire on May 12, 2012. This service agreement covers four visits per year on all 2" air conditioning filters and six visits per year on all 1" filters. Belts are not included. The annual cost of service is \$1,920 paid in four equal installments of \$480. The agreement also provides for two visits per year to clean condenser coils, clearing drains and checking equipment for proper operation.	
Fitness equipment service	5,000
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	5,450
Bright House Communications provides cable and internet service at the Village Center and Creekside.	
Office supplies: field operations	9,800
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.	6,000
Creekside telephone & fax AT&T provides telephone and fax service at Creekside.	10,200
Pool/spa permits City of Palm Coast requires annual pool and spa permits to operate these facilities.	875
Pool chemicals The District is billed \$825 per month for pool and spa chemicals at the Village Center and Creekside by Poolsure, Inc. This arrangement saves the District 7% (sales tax), which was charged when chemicals were purchased by the Amenity Center Vendor.	12,750
Pest control Includes quarterly termite treatment and pest control at each location.	2,680
<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.	75,000
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.	50,000

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

EXPENDITURES (continued)

CERT operations	500
Fire & security system	3,200
These expenditures relate to fire and security tests that are performed periodically.	
<i>Security operations</i>	
Security contract	131,127
The District contracts with ABM Security Services to provide security personnel 24/7 at the main gate entrance (24/7). Security personnel also monitor access remotely at non-manned entrances. The agreement commenced on October 1, 2010 and automatically terminates on the last day of the thirty-sixth (36th) month thereafter September 30, 2013. Straight time rates are billed at \$13.98 per hour with the District utilizing 168 man-hours per week. 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.	
Guard & gate facility maintenance	7,250
Repair and maintenance of gate access equipment.	
Gate communication devices	13,550
Gate operating supplies	15,300
This includes gate transmitters, gate poles, keypads, control loops, detectors, visitor passes and access strips.	
Special events	8,000
Expense associated with Board sanctioned events and activities.	
Miscellaneous contingency	12,120
Expenses of an expedient or required nature that have not been budgeted elsewhere.	
Infrastructure reinvestment	
Community access data solution	61,300
General infrastructure replacement/repair	252,682
Total expenditures	<u><u>\$ 2,951,429</u></u>

¹See exhibit 1.

²See exhibit 2.

³See exhibit 4.

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2004A BONDS
FISCAL YEAR 2013**

	Fiscal Year 2012			Proposed Budget FY 2013
	Adopted Budget FY 2012	Actual Through 3/31/2012	Projected Through 9/30/2012	
REVENUE				
Assessment levy - gross	\$ 43,432			\$ 40,534
Allowable discounts (4%)	(1,737)			(1,621)
Assessment levy - net	<u>41,695</u>	<u>\$ 37,120</u>	<u>\$ 4,575</u>	<u>38,913</u>
Total revenue	<u>41,695</u>	<u>37,120</u>	<u>4,575</u>	<u>38,913</u>
EXPENDITURES				
Debt service				
Principal	25,000	-	25,000	25,000
Interest	<u>13,720</u>	<u>6,860</u>	<u>6,860</u>	<u>12,320</u>
Total debt service	<u>38,720</u>	<u>6,860</u>	<u>31,860</u>	<u>37,320</u>
Other fees & charges				
Tax collector	<u>869</u>	<u>742</u>	<u>127</u>	<u>811</u>
Total other fees & charges	<u>869</u>	<u>742</u>	<u>127</u>	<u>811</u>
Total expenditures	<u>39,589</u>	<u>7,602</u>	<u>31,987</u>	<u>38,131</u>
Net change in fund balances	2,106	29,518	(27,412)	782
Beginning fund balance (unaudited)	<u>63,689</u>	<u>64,426</u>	<u>93,944</u>	<u>66,532</u>
Ending fund balance (projected)	<u>\$65,795</u>	<u>\$ 93,944</u>	<u>\$ 66,532</u>	<u>67,314</u>
Use of fund balance:				
Debt service reserve account balance (required)				(37,500)
Interest expense - November 1, 2013				<u>(5,460)</u>
Projected fund balance surplus/(deficit) as of September 30, 2013				<u>\$ 24,354</u>

Grand Haven

Community Development District

Series 2004 A

\$375,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2012	-	-	6,160.00	6,160.00
05/01/2013	25,000.00	5.600%	6,160.00	31,160.00
11/01/2013	-	-	5,460.00	5,460.00
05/01/2014	30,000.00	5.600%	5,460.00	35,460.00
11/01/2014	-	-	4,620.00	4,620.00
05/01/2015	30,000.00	5.600%	4,620.00	34,620.00
11/01/2015	-	-	3,780.00	3,780.00
05/01/2016	30,000.00	5.600%	3,780.00	33,780.00
11/01/2016	-	-	2,940.00	2,940.00
05/01/2017	35,000.00	5.600%	2,940.00	37,940.00
11/01/2017	-	-	1,960.00	1,960.00
05/01/2018	35,000.00	5.600%	1,960.00	36,960.00
11/01/2018	-	-	980.00	980.00
05/01/2019	35,000.00	5.600%	980.00	35,980.00
Total	\$220,000.00	-	\$51,800.00	\$271,800.00

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2008 BONDS
FISCAL YEAR 2013**

	Fiscal Year 2012			Proposed Budget FY 2013
	Adopted Budget FY 2012	Actual Through 3/31/2012	Projected Through 9/30/2012	
REVENUE				
Assessment levy - gross	\$ 701,337			\$ 641,500
Allowable discounts (4%)	(28,053)			(25,660)
Assessment levy - net	<u>673,284</u>	<u>\$ 597,418</u>	<u>\$ 75,866</u>	<u>\$ 615,840</u>
Total revenue	<u>673,284</u>	<u>597,418</u>	<u>75,866</u>	<u>615,840</u>
EXPENDITURES				
Debt service				
Principal	465,000	-	465,000	485,000
Interest	<u>203,464</u>	<u>101,616</u>	<u>101,616</u>	<u>181,656</u>
Total debt service	<u>668,464</u>	<u>101,616</u>	<u>566,616</u>	<u>666,656</u>
Other fees & charges				
Tax collector	<u>14,027</u>	<u>11,948</u>	<u>2,079</u>	<u>12,830</u>
Total other fees & charges	<u>14,027</u>	<u>11,948</u>	<u>2,079</u>	<u>12,830</u>
Total expenditures	<u>682,491</u>	<u>113,564</u>	<u>568,695</u>	<u>679,486</u>
Net change in fund balances	(9,207)	483,854	(492,829)	(63,646)
Beginning fund balance (unaudited)	<u>358,421</u>	<u>369,524</u>	<u>853,378</u>	<u>360,549</u>
Ending fund balance (projected)	<u>\$349,214</u>	<u>\$853,378</u>	<u>\$360,549</u>	<u>\$ 296,903</u>
Use of fund balance:				
Debt service reserve account balance (required)				(100,534)
Interest expense - November 1, 2012				(79,576)
Projected fund balance surplus/(deficit) as of September 30, 2013				<u>\$ 116,793</u>

Grand Haven

Community Development District

Series 2008

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2012	-	-	90,828.00	90,828.00
05/01/2013	485,000.00	4.640%	90,828.00	575,828.00
11/01/2013	-	-	79,576.00	79,576.00
05/01/2014	510,000.00	4.640%	79,576.00	589,576.00
11/01/2014	-	-	67,744.00	67,744.00
05/01/2015	530,000.00	4.640%	67,744.00	597,744.00
11/01/2015	-	-	55,448.00	55,448.00
05/01/2016	555,000.00	4.640%	55,448.00	610,448.00
11/01/2016	-	-	42,572.00	42,572.00
05/01/2017	585,000.00	4.640%	42,572.00	627,572.00
11/01/2017	-	-	29,000.00	29,000.00
05/01/2018	610,000.00	4.640%	29,000.00	639,000.00
11/01/2018	-	-	14,848.00	14,848.00
05/01/2019	640,000.00	4.640%	14,848.00	654,848.00
Total	\$3,915,000.00	-	\$760,032.00	\$4,675,032.00

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED ASSESSMENTS**

Projected Fiscal Year 2013 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 2013 Assessments	FY 2012 Assessment	Prior Year to Current Year Change
SF	1,810.0	\$ 1,401.42	\$ 95.42	\$ 259.11	\$ 15.11	\$ 358.44	\$ (32.56)	\$ 2,018.97	\$ 1,941.00	\$ 77.97
SF - Parcel 505	89.0	\$ 1,401.42	\$ 95.42	\$ 259.11	\$ 15.11	\$ 455.44	\$ (32.56)	\$ 2,115.97	\$ 2,038.00	\$ 77.97
Golf Course - Regular	15.7	\$ 1,401.42	\$ 95.42	\$ 259.11	\$ 15.11	\$ 358.44	\$ (32.56)	\$ 2,018.97	\$ 1,941.00	\$ 77.97
Golf Course - Escalante, LLC	-	\$ 7,899.00	\$ (305.00)	\$ -	\$ -	\$ -	\$ -	\$ 7,899.00	\$ 8,204.00	\$ (305.00)
Total	1,914.7									

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 1**

Account #'s that relate to electricity for street lighting

03077-72418	17910-68354	38925-47443	61848-75257	80103-38286	96687-18308
03844-22077	20058-80410	40124-01297	62701-24370	82303-80555	97059-34025
04372-49345	23450-60517	40478-68239	65696-77369	83099-93130	99617-71459
05037-89539	24993-66322	41361-55118	66887-97353	86205-52096	54366-71209
05565-12564	26621-29358	43324-82035	67454-73121	86660-17150	
05770-78538	30240-53518	44402-71122	68719-54092	86884-88256	
10691-90344	31332-89193	46892-40333	72285-32359	86997-84032	
11192-53019	31746-34414	49308-52514	73389-69343	87761-91358	
12025-64199	35053-32407	52075-89531	75081-99150	92764-39248	
16841-20452	36422-53078	55367-58377	75340-89474	95788-94216	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 2**

Account #'s that relate to reuse and potable water

312835-46064	324043-45006	324043-45018	324043-45060	356985-47724
324043-36855	324043-45008	324043-45019	324043-45061	356985-47725
324043-44991	324043-45009	324043-45020	324043-45070	356985-49044
324043-44992	324043-45010	324043-45023	324043-46201	312835-77861
324043-44993	324043-45011	324043-45024	356094-46200	312835-77862
324043-44998	324043-45012	324043-45033	356985-46926	
324043-44999	324043-45013	324043-45049	356985-47719	
324043-45001	324043-45014	324043-45050	356985-47720	
324043-45004	324043-45016	324043-45051	356985-47721	
324043-45005	324043-45017	324043-45053	356985-47723	

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 3**

Escalante, LLC (Golf Course) Assessment Detail

\$ 2,044	Landscape
306	Water
133	Irrigation repairs
3,600	2013 property taxes on 2 District parking lot parcels
538	Premium related to property ins for Marlin Dr pumphouse
404	Golf course share of CDD parking lot water fee (acct #312835-75941)
558	Aquatic service contract: Marlin Drive reuse pond FY 2013
<hr/>	
7,583	Subtotal
316	4% allowable discount
<hr/>	
<u>\$ 7,899</u>	Total assessment

**GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT 4
BUDGETARY CONSIDERATIONS**

Re-marcite/repair Village Center pool	81,285
Creekside spa skimmer repair and re-marcite	7,582
Security/community access data solution	80,000
New croquet court	60,000
Third flower rotation	12,000
Pickle ball court	5,000
Special events	10,000
Waterside Parkway curbs and gutter washing	7,000
Sailfish Drive road repair	TBD
Landscape rejuvenation	
Dead tree removal (at discounted price)	10,000
GH Community – threats to life/property, assessed and analyzed for tree health and District responsibility (perception vs. reality)	
Vine removal	15,000
killing trees, shrubs, GH Community	
Landscape repair Waterside Parkway	10,000
Dead Wax Myrtle, Juniper, Bays: remove and replace (Montague to VC)	
Continue irrigation head replacement with MP Rotators	10,000
Continue on Waterside Pkwy so as not to waste water on, and encourage growth of vines in adjacent natural areas (\$1-1.2K/zone)	
South Gate, Southridge, Marsh Crossing, East to tennis courts, Egret and Esplanade Park circle islands.	
Vine removal	5,000
(large Oaks endangered) and hydroseeding, Chenier natural area.	
Remove, replace Spartina sidewalk islands	2,500
Crossings to community pool Reduce maintenance expense, remove snake threat.	
Front entrance and park landscape repair, Wild Oaks	3,500
Village Center main entrance fountain circle	4,000
2 bent palms at significantly discounted stock price.	