

*Deer Run Community  
Development District*

*Agenda*

*July 22, 2020*

# AGENDA

# *Deer Run*

## *Community Development District*

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219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

July 14, 2020

**Board of Supervisors  
Deer Run Community  
Development District**

Dear Board Members:

The Board of Supervisors of Deer Run Community Development District will meet **Wednesday, July 22, 2020 at 3:00 PM** via Zoom; by following this link <https://zoom.us/j/97530363109> and entering the password: 395048 or by calling in via (646) 876-9923 and entering the Meeting ID: 975 3036 3109, and entering the password: 395048. Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of Minutes of the May 27, 2020 Meeting
- IV. Consideration of Proposals for Elevator Service
  - A. Otis Elevator Company (3)
  - B. Elevator Control Service
- V. Ratification of Proposal with Yellowstone to Repair Amenity Center Dock Washout
- VI. Discussion of Proposal with Yellowstone for Irrigation Pump #1 Replacement
- VII. Review and Acceptance of Fiscal Year 2019 Audit Report
- VIII. Discussion of Phase 2 Amenity Re-Opening Plan
- IX. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
    1. Approval of Check Register
    2. Balance Sheet and Income Statement
    3. Amenity Manager's Report
    4. Field Manager's Report
- X. Audience Comments
- XI. Supervisors Requests
- XII. Adjournment

The second order of business is the Audience Comments where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is approval of the minutes from the May 27, 2020 Board of Supervisors meeting. The minutes are enclosed for your review.

The fourth order of business is consideration of proposals for elevator service. Section A are three proposals from Otis elevator company, copies are enclosed for your review. Section B is a proposal with Elevator Control Service. A copy of the proposal is enclosed for your review.

The fifth order of business is ratification of proposal with Yellowstone to repair amenity center dock washout. A copy of the proposal is enclosed for your review.

The sixth order of business is discussion of proposal with Yellowstone for irrigation pump #1 replacement. A copy of the proposal is enclosed for your review.

The seventh order of business is review and acceptance of Fiscal Year 2019 audit report. A copy of the audit report is being provided separately.

The eighth order of business is discussion of phase 2 amenity re-opening plan. This is a discussion item and there is no back-up.

Section C of the ninth order of business is the District Managers report. Section 1 includes the check register being submitted for approval and Section 2 includes the balance sheet and income statement for your review. Section 3 is the Amenity Manager's Report. A copy of the report is enclosed for your review. Section 4 is the Field Manager's Report that will update you on the status of any field or maintenance issues around the community.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

Ernesto Torres  
District Manager

CC: Roy Van Wyk, District Counsel  
Rey Malave, District Engineer  
Darrin Mossing, GMS



# MINUTES

MINUTES OF MEETING  
DEER RUN  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Deer Run Community Development District was held Wednesday, May 27, 2020 at 6:00 p.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69 and 20-91 (as extended by Executive Order 20-112) issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 1, 2020, and April 29, 2020 respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum were:

Robert Porter	Chairman
Mark Dearing	Vice Chairman
Duane Owen	Assistant Secretary
James Teagle	Assistant Secretary

Also present were:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel
Peter Armans	District Engineer
Chris Hall	Riverside Management
William Viasalyers	Field Manager
Heather Chambliss	Amenity Manager
Darrin Mossing	GMS
Rich Whetsel	Riverside Management
Dan Fagen	Vesta

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 6:00 p.m., called the roll and stated we are meeting using the Zoom Meeting Platform.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

A resident stated I have concerns about the landscaping budget, which I have always felt it was too large. I'm also concerned about the lake banks. The grass cutting seems to be excessive, it also seems to be very sporadic, some people are getting the banks cut. I'm not sure

if the mowing of the banks has already started but on the back of mine they have done it four times since January and it is all dirt now. I ask that you look at the landscaping budget in detail and see if there is anything that can be done about that. The Alpha Dog proposal for the pickleball court security I don't think we need that. I did suggest having padlocks and keep the keys in the clubhouse. Previously it was mentioned that it was \$4,000 just to use a key card, which is preferable to \$8,600.

Mr. D'azzo stated my biggest concern is maintaining costs, they have been climbing with the amenity center, but we need to control that.

Mr. Torres stated the proposed budget is on the agenda tonight but at this time there is no proposed increase and I don't think that is the intent of the Board.

Ms. Ralphs stated I would like to ensure that we discuss the landscaping that you are able to share with us the schedule, agenda, project plan.

A resident stated in front of my home I have a big lake that gets half mowed and half not mowed. At the end of our street we have a larger pond that is never touched. They want to resod the banks but our banks have no irrigation so I think that would be a waste of money.

Ms. Ralphs stated I emailed a copy of the amenity structure for Grand Haven to each of the Board Members. They opened their pool, amenity center and gym and courts Memorial weekend and they have an excellent plan in place; I would like the Board to look at it and expedite opening our amenity center.

A resident asked when are they going to do the other side of our fence?

Mr. Torres stated give us your address and William can make a note and make reference during his report.

Mr. D'azzo stated I thought the illegal parking of cars was on the agenda and how we can control that. What can I do?

Mr. Torres stated it is on the agenda, 6B.

Mr. Bomley stated there was a lot of discussion about speed bumps. Is that going to be discussed tonight?

Mr. Torres stated I will ask Mark or Bob to speak on that.

A resident asked the golf maintenance shed is at the end of our street. Are they going to be using our street continuously forever or are they going to go back to using their own land? Every morning we wake up at 6 hearing lawn mowers.

Mr. Torres stated the streets belong to the City of Bunnell, but I will get with William about that as well.

A resident stated on the other side of Lakeview Court we have resident homes and there is a swale that has not been maintained for eons and has turned into a swamp. We cleared the main lakes, but we forgot about that lake too. That backs up between the houses and the golf course. We don't know who it belongs to the CDD or golf course.

Mr. Viasalyers stated I will look into that.

### **THIRD ORDER OF BUSINESS**

#### **Approval of the Minutes of the January 22, 2020 Meeting**

On MOTION by Mr. Teagle seconded by Mr. Dearing with all in favor the minutes of the January 22, 2020 meeting were approved as presented.

### **FOURTH ORDER OF BUSINESS**

#### **Consideration Items:**

#### **A. Proposals from Yellowstone Landscape**

##### **i. Lake Bank Sod Installation**

Mr. Porter stated we heard the comment about putting sod where we don't have irrigation. If it is Bahia sod and we put it in this time of year when the rain is coming it usually works. Were we planning on Bahia sod?

Mr. Viasalyers stated yes, the unirrigated portion is Bahia.

##### **ii. Oak Tree Pruning**

##### **iii. Lake Bank Mowing**

Mr. Porter stated I think we are adding some areas on the lake banks that probably cover some of areas that people have been asking about.

Mr. Viasalyers stated yes, I believe it covers the majority of what that is, that was not in the previous landscape agreement for maintenance. It is all in CDD common area lake banks around the whole property.

Mr. Porter stated a lot of people had questions on mowing the lake banks and that type of thing and it has been a work in progress for some time. A lot of the banks were completely

grown up and we had a lot of complaints, we tried to get them so that they were mowable and it is going to take a while to get stuff established and growing well. Between meetings if you have problems if you back up to CDD property and you think it is not being mowed, notify Ernesto he will get in touch with Yellowstone and try to get it fixed.

We have a lot of stuff that needs to be maintained and put a proposal out to a number of landscapers and Yellowstone was the low bidder. It is not cheap to do any of this stuff. I know some people get sticker shock, but I don't think they have been unreasonable.

#### **iv. Freedom Entrance Roadway**

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor the Oak Tree Pruning, Lake Bank Mowing, and Freedom Entrance Roadway proposals from Yellowstone, were approved.

#### **B. Proposal for Facility Rental Service with Cintas**

Mr. Hall stated this was brought up a while back about mats for the amenity center. Ashley had gotten this proposal and Heather has found prices to buy five permanent mats and we wouldn't have to pay a monthly fee and it would be much cheaper.

Ms. Chambliss stated the prices from Lowes and Home Depot is \$539.88 and that is without tax and that is a one-time purchase versus Cintas gave us to quotes, one where they pick them up weekly and that is \$259.78 per month or \$129.89 if they only came every other week.

Mr. Porter asked what do you think we need to do? We want to keep everything looking good. What is the best cost-effective way to proceed?

Ms. Chambliss stated I think if we bought the mats ourselves our maintenance and janitorial staff could maintain the mats. We don't get as much traffic as the other amenity centers so I think the mats would last a couple of years if we just made the one-time purchase.

Mr. Porter stated that is fine. I don't think we need any action from the Board, just go ahead and get the mats and if it turns into a problem, we will address it.

#### **C. Proposal for Pickleball Gates with Alpha Dog Security**

Mr. Porter stated we had a comment about how much this costs and we could put on padlocks but if we have a key to a padlock it is going to be in the amenity center and if we don't

have staff then you are not going to be able to get in there. If you want to play pickleball at 6 a.m. or 6 p.m. or whatever you are not going to be able to do it. In the long run the folks who want to use the facilities are better off if their normal key gets them into all the courts and this is the only way I know to do that.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor the proposal from Alpha Dog Security for pickleball gates in the amount of \$8,603.42 was approved.

**D. Resolution 2020-03 Adopting an Internal Controls Policy**

Mr. Porter stated this is a policy we have to have in place to comply with Florida Statutes.

Ms. Buchanan stated that is correct and it just formalizes the accounting process your District Manager is already following.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor Resolution 2020-03 Adopting an Internal Controls Policy, was approved.

**E. Resolution 2020-04 Implementing Section 190.006(3) F.S. Instructing the Flagler County Supervisor of Elections to Place Candidates on the General Election Ballot**

Mr. Porter stated we will have two seats that only residents of the District will qualify for this year. If you are interested in joining us on the Board, two of the seats will only be available to homeowners. If you go to the supervisor of elections and qualify your name will be on the ballot at the next general election. Whoever gets the most votes in each of these elections will end up on this Board. Ms. Buchanan stated the qualifying period is June 8<sup>th</sup> to June 12<sup>th</sup>.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor Resolution 2020-04 Implementing Section 190.006(3) F.S. Instructing the Flagler County Supervisor of Elections to Place Candidates on the General Election ballot, was approved.

**F. Resolution 2020-05 Approving the Proposed Fiscal Year 2021 Budget and Setting a Public Hearing**

Mr. Porter stated this is not a final budget, this sets the maximum amount of the budget, which is not to go up this year. We will have a public hearing on August 26, 2020 at 6:00 p.m. Copies of the proposed budget are available and you are welcome to make suggestions if there is something specific you want to talk about you can get with Ernesto before that meeting. There will be a public hearing and everyone will have an opportunity to address every line item on the budget and at that point the Board will pass the budget and that will end up on everyone's tax bill.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor Resolution 2020-05 approving the Fiscal Year 2021 budget and setting the public hearing for August 26, 2020 at 6:00 p.m. at the Island Club, 501 Grand Reserve Drive Bunnell, Florida 32110, was approved.

**G. Resolution 2020-06 Designating a Date, Time and Location for a Landowners Meeting**

Mr. Porter stated Resolution 2020-06 designates November 4, 2020 as the landowners' meeting date.

Ms. Buchanan stated one Board seat is going to be elected by landowners and the developer, builders and residents get to vote on that seat. That is the meeting we are setting where you can come and vote for that one particular seat; the other two as already discussed will be on the general election ballot.

Mr. Porter stated you get one vote per lot so if it is a husband and wife you have to decide who you are voting for. It is one vote per lot and one vote per acre. D.R. Horton is going to have several hundred votes and you each will get one. Your chance to get on the Board or get a friend on the Board is the two seats we talked about in the general election.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor Resolution 2020-06 designating the Landowners' Meeting as November 4, 2020 at 1:00 p.m. at the Island Club, 501 Grand Reserve Drive Bunnell, Florida 32110, was approved.

**FIFTH ORDER OF BUSINESS**

**Ratification Items**

**A. Series 2018 Requisitions 11 & 12**

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor the series 2018 requisitions 11 & 12 were ratified.

**B. Data Sharing Agreement with Flagler County Property Appraiser**

Ms. Buchanan stated we get the property roll from the County and they want to make sure that when they give us the roll for assessment purposes, we don't disclose the information they give us that is confidential and exempt.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor the data sharing agreement with the Flagler County Property Appraiser was ratified.

**SIXTH ORDER OF BUSINESS**

**Discussion Items**

**A. Phase 1 Amenity Reopening Plan**

Mr. Porter stated what Ernesto and I talked about in order to be safe and it is being done in a lot of communities today is to limit the pool use to 25% of the maximum capacity, which is 30. We would open it to 30 people at a time to use the pool and deck. We do not intend to open the gym or meeting rooms at this time. We will open the pool while we have staff there, five days a week and be closed Monday and Tuesday and open Wednesday through Sunday.

Mr. Torres stated the staff was comfortable with staffing it 11 – 7.

Ms. Chambliss stated I wanted to give those who are working the opportunity to use the pool at the end of the day, so I was going to change my hours to 11 – 7 Monday through Friday.

Mr. Porter asked what about weekends?

Ms. Chambliss stated we are working on hiring more staff to get someone to help us on the weekends.

Mr. Porter stated I want to get to the point where we are open on the weekends; I think that is important. A lot of places are doing reservations, limiting it to 60 minutes or whatever and we feel if it is not more than 30 people at a time it will work to just let people come in when they are ready. If it gets to where it is full then when you get to the gate you will be told you can't come in unless there is someone who is ready to leave. District staff will be there and trying to sanitize all of the guardrails, bathrooms and so forth. To me the most dangerous parts to open would be the meeting rooms that encourage having parties and the gym because it is hard to keep that sanitized. If we need to tweak these rules as we go that is fine and if we find that we get



people that are congregating in big groups and won't maintain social distance and if it turns into a problem, we will close it back down. We will move the pool furniture because if we have 30 people laying out there is no way for staff to efficiently sanitize the pool furniture between people. We will have it contained or removed. You are welcome to bring your own chair and take it home with you. On the pickleball and bocce ball we are looking to have them open any time we are staffed, 11 – 7, and we will do that five to six days a week as we move forward with more staffing. I did see the thing on Grand Haven but haven't read it in detail. I think they have opened their gym; they are better staffed and have a lot more folks than we have because they have a lot more residents.

We do not have a date; we want to do it as quick as we can but we have to get the staff up and ready. Ernesto will send an eblast to everybody and try to post a sign at the amenity center explaining what we are doing and we will have rules on the website. We are going to ask everybody who wants to come to sign a waiver saying they understand they are swimming at their own risk, we will have signs and that kind of thing.

Mr. Teagle asked how long does each resident get to stay at the pool? Just a couple hours or all day?

Mr. Porter stated we talked about letting them stay as long as they want to. We seldom see 30 people in the pool at one time. I am going to ask the Board to authorize me to work with Ernesto to set these rules and modify them if we need to. If we get people who want to come and spend all day and other people are left out, then we will put in a timeframe. At this point I'm hoping that won't be necessary.

Ms. Chambliss stated I originally had it set up where we have 90-minute sessions and 30 minutes to clean the facility and open it for another 90 minutes if it becomes a problem and people can't work with each other. I did have that set up in case we need it.

Mr. Teagle stated that works for me. Thank you.

Mr. Porter stated what has happened in most places is that most folks are not excited about getting in a group of 20 or 30 people and it has not been a problem. I am going to ask for authority to change it if we need to. I would just as soon have no reservations, first come, first served and if you have been there for three hours and there is someone outside with a kid I would hope that if we tell you someone is waiting that you would be willing to leave, if not then we will institute a rule where there is a limit, but I don't think that would be necessary.

Mr. Dearing stated that works for me.

Mr. Owen stated it is a new territory and we have to see how the residents wish to cooperate with each other. On other Boards that I sit on if it becomes untenable then they enforce time limits.

Mr. Porter stated I see us doing the same thing. If it becomes unreasonable we will change the rules if people do not maintain the social distance, we will close it down. Our goal is to reopen in a week subject to whatever staffing problems we have.

Mr. Torres stated based on Heather's and my discussion today they are ready to move on it for the weekdays. I talked to Rich earlier this afternoon and they are developing a plan for the weekends. We need to get the waivers in place and we will iron out a couple things tomorrow and we should be ready.

On MOTION by Mr. Teagle seconded by Mr. Dearing with all in favor the Chairman was authorized to work with staff to implement rules for opening the pool and sports courts.

#### **B. Parking on CDD Property**

Mr. Porter asked have we enacted a rule that we can have people towed if they park on our property?

Mr. Torres stated we have not. I added this item to the agenda for Board guidance and see which way you wanted to do, but we have no rules in place for towing.

Mr. Porter stated most of the Districts I'm involved with have a rule that gives us the right to put up tow away zone signs on District property so if somebody is parking a semi in our amenity center parking lot overnight or that kind of thing, which is the typical problem we can enforce, but we have to have that resolution in place and passed before we have the right to do it.

Ms. Buchanan stated typically what we do is adopt a general policy in form by resolution then set a hearing on the actual policy. If we want our policy to just say something along the lines of no overnight parking in the amenity center, no trailers, no commercial vehicles along those lines and following the statutory process then I think we can have the resolution adopted by motion and set the hearing date at the same time as your budget hearing. I will take an oral resolution and understand your policy is refrain from parking at the amenity center overnight without permission and don't park motorcycles, boats, RVs, trailers, commercial vehicles at the

amenity center for specific periods of time. We will make those policies available in advance of the public hearing and we will adopt these at the public hearing, which will align with your budget hearing so we can tweak them up until then.

Mr. Torres stated before you make that motion, the problem wasn't at the amenity center, the problem was on other CDD property along Grand Reserve.

Ms. Buchanan stated that is a little different because you have to have signs posted very close together and I don't know that you are going to want your right of ways flooded with no parking, tow away zones signs throughout the community.

Mr. Viasalyers stated the area they are violating the most is the entrance at U.S. 1 on the right based on what I have observed.

Ms. Buchanan stated we can add that if you like and as long as you are comfortable with the signage. I just want to make sure you understand that it is the amenity center and open space as opposed to the right of way edges. Does that sound accurate?

Mr. Viasalyers stated yes.

Mr. Torres stated yes.

Mr. Viasalyers stated people are concerned about fishing and people going behind their lots and things like that as well.

Ms. Buchanan stated we don't have to do that by hearing so we can talk about that when Ernesto gets us there.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor a public hearing was scheduled to adopt towing policies, which restrict improper parking on common areas and amenity facility parking lots with the public hearing to be set for August 26, 2020 at 6:00 p.m.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Ms. Buchanan stated we will continue to monitor the executive orders relating to Covid-19 and work with Ernesto and onsite staff to make sure we are complying.

#### **B. Engineer**

There being none, the next item followed.

**C. Manager**

**1 Approval of Check Register**

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor the check registers were approved.

**2. Balance Sheet and Income Statement**

A copy of the financials was included in the agenda package.

**3. Presentation of Number of Registered Voters - 273**

A copy of the letter from the supervisor of elections indicating that there are 273 registered voters residing within the District was included in the agenda package.

**4. Amenity Manager's Report**

Ms. Chambliss stated we have been working hard making the amenity center stay nice and clean and we have pressure washed the pool deck, sanitized the inside and around the facility. We have been working on trying to get the amenity center put together so we can open it.

**5. Field Manager's Report**

Mr. Viasalyers stated a couple of proposals that were approved at the last Board meeting have been accomplished. The area behind 104 stretching along 112 Grand Reserve a number of residents were concerned about the torpedo grass and that was one of the areas we opened the easement access to allow the airboat to get in and treat that. The treatments have been effective. We did have a large alligator removed that has become a nuisance to the residents at 310 Grand Reserve.

Mr. Porter stated we have had multiple complaints about speeders throughout the neighborhood and Horton was asked to do something about it. What we talked about is not the old style speed bumps that are hard on cars but what is called speed humps, which are more gently tapered, wider and you are going to see them and most folks slow down for them but they are not a danger to your car, they won't damage your car. We talked to the city and the city

would like Horton to put them in because the city doesn't have the money to do it and Horton agreed. The area from S.R. 100 into the neighborhood is where most of them will go because that is where most of the speeding is happening.

## **EIGHTH ORDER OF BUSINESS**

### **Audience Comments**

Ms. Lambert stated the speed humps are great news and they will help but I feel a three-way stop sign would help at Fairway Court and Grand Reserve Drive to help slow the traffic. There is a stop sign from Lakeview but not many actually stop. Are we also going to incorporate those stop signs too or if it is possible?

Mr. Jacoby stated I heard that the over 55 community will not be paying part of the CDD to use the amenities. Is that correct?

Mr. Porter stated that is not correct. The folks in the over 55 community are paying the same fees as the rest of the people in the community.

Mr. Fagen of Vesta stated in reviewing previous minutes it looks like the Board has some concerns relative to the current provider for amenities and maintenance and I just wanted to listen in to see if there was a future opportunity. I'm here in case you are interested in doing an RFP or have any questions. Thank you for the comment regarding Grand Haven, we do manage that property and work closely with District Management and Counsel. We have opened the facility with great reviews but as Mr. Porter said it is apples to oranges as far as staffing opportunities.

Mr. Bomley stated all the people at the amenity center have been great. We appreciate them and feel that they are part of our community.

Ms. Ralphs asked the easement behind me on Golf View Court between myself and the golf course, I have heard from Donald Santiago at Horton that now Aker is going to grade that because of the extreme ponding. Is that Horton or is that CDD property?

Mr. Viasalyers stated it belongs to the golf course.

Mr. Porter stated if you have these kinds of issues you can get in touch with the staff you don't have to wait for a meeting. I know some would like to see all the natural vegetation, but we had more complaints before we started clearing and mowing than we have lately. We are trying to get something that is reasonable without spending a lot of money. Nobody wants to see fees get more expensive so we are trying to be economical but at the same time keep things looking

nice. We appreciate your patience and get in touch if you have specific areas of concern because William may be able to answer you on this one, but it is tough on the spur of the moment know what is behind everybody's house.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Porter stated we appreciate your patience. I know we just finished a \$3.5 million amenity center, everybody would love to be able to use it and I'm sorry we are not going to open it completely but we are going to get pieces of it opened as quick as we can and the rest of it as soon as everybody is sure that it is safe.

On MOTION by Mr. Dearing seconded by Mr. Teagle with all in favor the meeting adjourned at 7:10 p.m.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION IV

# SECTION A



# OTIS

Made to move you

DATE: 05/21/2020

**TO:**  
Grand Reserve Amenity Center  
501 Grand Reserve Dr  
Bunnell, FL 32110

**FROM:**  
Otis Elevator Company  
4801 Executive Park Ct. #208  
Jacksonville, FL

**EQUIPMENT LOCATION:**  
GRAND RESERVE AMENITY CEN  
501 Grand Reserve Dr  
Bunnell, FL 32110

Arturo San Segundo  
Phone: 469-994-0119  
Fax:-

**PROPOSAL NUMBER:** AO9161

**EQUIPMENT DESCRIPTION:**

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
1	HYDRAULIC	OTIS ELEVATOR COMPANY	ONLY ELV	656472

**LUBRICATE AND SURVEY SERVICE**

We propose to furnish Lubricate and Survey Service on the equipment ("Units") described above. We will provide an annual survey of equipment condition and regular lubrication by a qualified examiner. Lubricate and Survey Service is not a preventive maintenance program.

*Under this Contract, we will maintain the Units on the following terms and conditions:*

**COVERAGE**

**SURVEY**

We will conduct an annual survey of the Units and provide a written report of their condition.

**REGULAR VISITS**

We will use trained personnel directly employed and supervised by us to visit the Units at the frequency selected below:

<u>Visit Frequency</u>	<u>Selection</u>
Monthly	<input type="checkbox"/>
Bimonthly	<input type="checkbox"/>
Quarterly	<input checked="" type="checkbox"/>
Semi-Annually	<input type="checkbox"/>
Annually	<input type="checkbox"/>

The visits will consist of lubrication of the following parts when conditions warrant:

- Machine bearings, gears, pumps, pump motors, operating valves, valve motors, and leveling valves.
- Selectors, governors, governor sheaves, governor tension frame sheave assemblies, and compensating sheave assemblies.
- Door operators, car door hangers, hoistway door hangers, and interlocks.
- Safeties, car and counterweight guide rails, and car and counterweight guide shoes including rollers and gibs.

**EXCLUSIONS**

Lubrication of parts that are not listed above is specifically excluded. This Contract does not cover adjustments, cleaning, repairs or emergency callback service. If any of these services are later requested by you, you agree to pay extra at our regular billing rates.

**NORMAL HOURS**

All visits will be performed during the regular working hours of our regular working days for the examiners who perform the service. If overtime services are later requested by you, you agree to pay extra at our regular billing rates.

**24-HOUR DISPATCHING**

We will, at your request, provide you with access to e\*Service via Otis.com and our OTISLINE 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on e\*Service or thru an OTISLINE customer service representative, who will, at your request, dispatch an examiner to perform emergency minor adjustment callback service.

**CUSTOMER REPRESENTATIVE**

An Otis representative will be available to discuss with you your elevator needs in the areas of modernization, traffic handling ability, recommendations and requirements of code authorities, and proper use and care of the Units.

**REPORTS – e\*SERVICE**

We will use the OMMS program to plan and record completion of maintenance procedures. We will, at your request, provide you access to e\*Service via Otis.com. You will be able to access repair, completed maintenance procedure and service call history for the Unit(s). You will be responsible for obtaining Internet access to use e\*Service.

**SAFETY AND ENVIRONMENT**

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**SAFETY TESTS – HYDRAULIC ELEVATORS**

Code requires an annual no load test and annual pressure relief valve test. These tests are not included in the Contract. You agree to conduct and pass the annual no load and annual pressure relief valve test on the Units and that this is a material duty. You agree to keep a record of such tests and to provide this record to Otis .

**FIREFIGHTERS' SERVICE TEST**

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors.

If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes.

If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service on an Open Order basis. You will be responsible for the costs associated with such testing and service

**SAFETY TRAINING**

We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

**ENVIRONMENTAL PROTECTION**

Otis endeavors to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with all federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request.

You assume responsibility for removal of wastes, including but not limited to hydraulic oil, spoils, asbestos, etc., as it is not part of this Contract.

## MAINLINE DISCONNECTS

You agree to engage a qualified electrician to service at least once annually the elevator mainline disconnects located in the elevator equipment room.

## SHARED RESPONSIBILITY

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, and debris. You agree to provide a safe work place for our personnel, and to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations.

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.

## OWNERSHIP AND LICENSES

### WIRING DIAGRAMS

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment. We shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

### OTIS SERVICE EQUIPMENT

Any counters, meters, tools, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

### OTIS SOFTWARE

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this maintenance agreement. You have the right to use this software only for operation of the units for which the part was provided. You may also make a backup or archival copy of the software, provided you reproduce the copyright notice and any other legend of ownership on the copy. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this agreement by the transferee.

### NON-OTIS SOFTWARE

You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy for you.

### **SERVICE TOOLS**

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

### **THE UNITS**

It is agreed that we do not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

### **CLARIFICATIONS**

We will not be required: (i) to make any tests other than that as specifically set forth herein, (ii) to make any replacements with parts of a different design or type, (iii) to make any changes in the existing design of the Units, (iv) to alter, update, modernize or install new attachments to any Units, whether or not recommended or directed by insurance companies or by governmental authorities, (v) to make repairs or replacements necessitated by failures detected during or due to testing of escalators or buried or unexposed hydraulic cylinders or piping; (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including parts for which the original design is no longer manufactured by the original equipment manufacturers, or parts where the original item has been replaced by an item of different design or is replaceable only by fabrication; (vii) to provide reconditioned or used parts. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units.

Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

We will not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, labor disputes, strikes, lockouts, fire, explosion, theft, floods, water, weather, earthquake, riot, civil commotion, war, commercial unavailability of parts, vandalism, misuse, abuse, mischief, or acts of God.

You assume responsibility for the cost of correcting all Elevator Code violations existing on the date we enter into this Contract. If such Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may with respect to the equipment not meeting Code requirements cancel this Contract without penalty by providing thirty (30) days written notice. Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

Notwithstanding any other agreement or provision to the contrary, under no circumstances will we be liable for any indirect, special or consequential damages of any kind including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financing costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

### **ALTERATIONS**

You will not allow others to make alterations, additions, adjustments, or repairs to the equipment.

### **SPECIAL PROVISIONS**

Notwithstanding any other provision herein to the contrary, the following provisions shall be applicable and govern in the event of conflict:

#### **Early Signing Discount:**

To approve one of the below early signing discounts, please initial in the corresponding box and return document signed before or on the "Sign By Date".

Discount Amount	Sign By Date	Initial to Approve Discount
5%	6/1/2020	
3%	6/15/2020	

**Extended Term Discount:**

To approve one of the below extended term discounts, please initial in the corresponding box when the document is returned.

Discount Amount	Extended Term	Initial to Approve
3%	10 Years	
5%	15 Years	
7%	20 Years	

**CONTRACT PRICE AND TERM****CONTRACT PRICE**

**One hundred ten dollars (\$ 110.00 ) per month, payable Annually.**

All pricing is plus any applicable sales taxes unless supplied with tax exemption certificates.

**PRICE ADJUSTMENT**

**One hundred ten dollars (\$ 110.00)** of the original Contract Price will be increased or decreased by the percent increase or decrease in the straight time hourly labor cost under the IUEC contract on **01/01/2020** which was **83.038**. The phrase "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is to be maintained.

The Contract Price will be adjusted annually on the commencement date by the percentage increase or decrease in the straight time hourly labor cost under the IUEC contract then in effect. The term "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is maintained. In addition, we may adjust the Contract Price as a result of any substantial changes in service expenses, including but not limited to expenses in connection with fuel, waste disposal, environmental requirements, cost of materials, changes to government regulations or other administrative costs.

**TERM**

The Commencement Date will be 08/01/2020.

The Term of this Contract unless modified under the extended term below, will be for five (5) years beginning on the Commencement Date. The Contract will automatically be renewed on the fifth anniversary for an additional five (5) years unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the current five (5) year term. Thereafter, the Contract will automatically be renewed on each fifth anniversary for an additional five (5) year term unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the then current five (5) year term.

**PAYMENTS**

Payments will be made on a Annually basis, due on or before the last day of the month prior to the billing period, beginning on the Commencement Date.

The method of payment will be electronic direct debit. To enable us to process direct debit payments, you agree to provide a copy of a voided check from your business bank account.

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month, or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, attorneys' fees) incurred by us to collect overdue amounts.

Failure to pay any sum due by you within sixty (60) days will be a material breach. We may at our option declare all sums due or to become due for the unexpired term immediately due and payable as liquidated damages, and until the same are paid be discharged from further obligations under the contract.

## ACCEPTANCE

This proposal, when accepted by you below and approved by our authorized representative, will constitute the entire and exclusive contract between us for the services to be provided and your authorization to perform as outlined herein. All prior or contemporaneous oral or written representations or agreements not incorporated herein will be superseded. Any purchase order issued by you in connection with the services to be provided will be deemed to be issued for your administrative or billing identification purposes only, and the parties hereto intend that the terms and conditions contained herein will exclusively govern the services to be provided. We do not give up rights under any existing contract until this proposal is fully executed. This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed in the margin by an authorized representative of Otis.

**THIS QUOTATION** is valid for ninety (90) days from the proposal date.

Submitted by: Arturo San Segundo  
 Title: -  
 E-mail: arturo.sansegundo@otis.com

Accepted in Duplicate

### CUSTOMER

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: - \_\_\_\_\_  
 Title - \_\_\_\_\_  
 E-mail: - \_\_\_\_\_  
 Name of Company - \_\_\_\_\_

### Otis Elevator Company

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: Louis DeVincentis  
 Title General Manager

☐ Principal, Owner or Authorized Representative of Principal or Owner

☐ Agent: \_\_\_\_\_  
 (Name of Principal or Owner)

**BILL TO INFORMATION**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**ACCOUNTS PAYABLE CONTACT**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**TAX STATUS**

Are you tax exempt?      Yes      No

If yes, please provide tax exempt certificate

Do you require a Purchase Order be listed on your invoices?      Yes      No

If yes, please provide contact info for PO renewal:

Name: \_\_\_\_\_

Fax: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Would you like Otis to automatically debit your bank account for your maintenance invoices?      Yes      No

If yes, please provide blank check for bank routing and account information.

# OTIS

Made to move you

**DATE:** 05/21/2020

**TO:**  
Grand Reserve Amenity Center  
501 Grand Reserve Dr  
Bunnell, FL 32110

**FROM:**  
Otis Elevator Company  
4801 Executive Park Ct  
Jacksonville, FL

**EQUIPMENT LOCATION:**  
GRAND RESERVE AMENITY CEN  
501 Grand Reserve Dr  
Bunnell, FL 32110

Arturo San Segundo  
Phone: 469-994-0119  
Fax:-

**PROPOSAL NUMBER:** AO9151

## **EQUIPMENT DESCRIPTION:**

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
1	HYDRAULIC	OTIS ELEVATOR COMPANY	ONLY ELV	656472

## **OTIS MAINTENANCE**

We propose to furnish Otis Maintenance on the equipment ("Units") described above. Otis Maintenance is a full preventive maintenance service intended to protect your investment, extend equipment life, and provide a high level of performance and reliability.

## **OTIS MAINTENANCE MANAGEMENT SYSTEM<sup>SM</sup>**

We will use the Otis Maintenance Management System preventive maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS<sup>®</sup> scheduling system, which will be used to plan maintenance activities in advance. The Units will be provided with devices to monitor equipment usage. We will use OMMS standard work processes developed and continuously improved by Otis.

*Under this Contract, we will maintain the Units on the following terms and conditions:*

## **PERFORMANCE**

### **MAINTENANCE**

We will maintain the Units using trained personnel directly employed and supervised by us. The maintenance will include inspection, lubrication, and adjustment of the following parts:

- Controller parts, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils,



contacts, linings, and component parts.

- Motors, brushes, brush holders, and bearings.
- Governor components, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Escalator handrails, handrail drive chains, handrail brush guards, handrail guide rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, comb plates, floor plates, tracks, external gearing, and drive chains.
- Escalator upper drives, upper drive bearings, tension sprocket bearings, upper newel bearings and lower newel bearings, demarcation lights, and comb lights.

## **RELIABILITY**

### **PARTS COVERAGE**

If necessary, due to normal usage and wear, Otis will repair or replace any of the parts specified above at their sole discretion, unless specifically excluded elsewhere in the contract. Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.

In addition, we will replace all wire ropes or coated steel belts as often as necessary to maintain an appropriate factor of safety. As conditions, usage, or Code warrants, we will equalize the tension on hoisting ropes, resocket ropes for drum machines, and repair or replace conductor cables and hoistway and machine-room elevator wiring

### **PARTS INVENTORY**

We will during the term of this Contract maintain a supply of frequently used replacement parts and lubricants selected by Otis to meet the specific routine requirements of the Units. Any replacement parts stored in the machine room remain our property until installed in the Units. We further agree to maintain a supply of routine replacement parts available for express delivery in case of emergencies.

### **QUALITY CONTROL**

We will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and Code consultation to support our maintenance organization.

## **RESPONSIVENESS**

### **24-HOUR DISPATCHING**

We will, at your request, provide you with access to eService and our OTISLINE 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on eService or through an OTISLINE customer service representative, who will, at your request, dispatch an examiner to perform service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as a Callback. It is your responsibility to: (a) have a representative available to receive and respond to OTISLINE calls; and (b) maintain working telephone equipment.

## **COMMUNICATION**

### **CUSTOMER REPRESENTATIVE**

As a service to you, and at your request an Otis representative will be available to discuss with you your elevator needs in the areas of modernization, traffic handling ability, recommendations and requirements of Code authorities, proper use and care of the Units, and the OMMS program. There is no additional charge for this consulting service, but by making this service available to you, Otis does not assume any duty to warn.

### **REPORTS – eSERVICE**

We will use the OMMS program to record completion of maintenance procedures. We will, at your request, provide you access to eService. You will be able to access twelve (12) months of repair, completed maintenance procedure and

service call history for the Unit(s). You will be responsible for obtaining Internet access to use eService.

## **SAFETY AND ENVIRONMENT**

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### **SAFETY TESTS – HYDRAULIC ELEVATORS**

We will conduct an annual no load test and annual pressure relief valve test.

### **FIREFIGHTERS' SERVICE TEST**

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors.

If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes.

If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service on an Open Order basis. You will be responsible for the costs associated with such testing and service.

### **SAFETY TRAINING**

We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

### **ENVIRONMENTAL PROTECTION**

Otis endeavors to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with all federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request.

You assume responsibility for removal of wastes, including but not limited to hydraulic oil, spoils, asbestos, etc., as it is not part of this Contract.

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You agree to engage a qualified electrician to service at least once annually the elevator mainline disconnects located in the elevator equipment room.

### **SHARED RESPONSIBILITY**

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, and debris. You agree to provide a safe work place for our personnel, and to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations.

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of the website; (2) choosing “US/English” to take you to the “USA” web page; (3) clicking on the “Otis Safety” link on the left side of the page; and (4) downloading the “Lockout Tagout Policy Otis 6.0” and “Mechanical Energy Policy Otis 7.0,” both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer’s facility.

## **WORK SCHEDULE**

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### **NORMAL HOURS**

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a Callback is a response by Otis to a request for service or assistance made (a) by the customer or customer representative, (b) by the building or building representative; (c) by emergency personnel; (d) through the ADA phone line, and/or (e) through REM® monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

### **OVERTIME**

Callbacks outside of regular working hours will be billed at standard overtime rates.

## **OWNERSHIP AND LICENSES**

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### **WIRING DIAGRAMS**

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment. We shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

### **OTIS SERVICE EQUIPMENT**

Any counters, meters, tools, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

### **OTIS SOFTWARE**

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this maintenance agreement. You have the right to use this software only for operation of the units for which the part was provided. You may also make a backup or archival copy of the software, provided you reproduce the copyright notice and any other legend of ownership on the copy. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this agreement by the transferee.

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## THE UNITS

It is agreed that we do not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

## CLARIFICATIONS

This Contract does not cover car enclosures (including, but not limited to, wall panels, door panels, car gates, plenum chambers, hung ceilings, lighting, light diffusers, light tubes and bulbs, handrails, mirrors and floor coverings), rail alignment, hoistway enclosures, hoistway gates, hoistway inserts and brackets, mainline disconnect switches, doors, door frames, sills, swing door hinges and closing devices, below ground or unexposed hydraulic cylinders and plungers, buried or unexposed piping, escalator balustrades, escalator lighting or wedge guards. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units. This Contract does not cover computer and microcomputer devices, such as terminal keyboards and display units that are not exclusively dedicated to the elevator system. This Contract does not cover telephones installed by others, intercoms, heat sensors, smoke sensors, communications equipment, or safety signaling equipment, or instructions or warnings in connection with use by passengers.

We will not be required: (i) to make any tests other than that as specifically set forth herein; (ii) to make any replacements with parts of a different design or type; (iii) to make any changes in the existing design of the Units; (iv) to alter, update, modernize or install new attachments to any Units, whether recommended or directed by governmental authorities or by any third party; (v) to make repairs or replacements necessitated by failures detected during or due to testing of the Units or buried or unexposed hydraulic cylinders or piping and (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including parts for which the original design is no longer manufactured by the original equipment manufacturers, or parts where the original item has been replaced by an item of different design or is replaceable only by fabrication; (vii) to provide reconditioned or used parts; (viii) to make any replacements, renewals, or repairs necessitated by reason of any cause beyond our control including, but not limited to, fire, explosion, theft, floods, water, weather, earthquake, vandalism, misuse, abuse, mischief, or repairs by others.

You assume responsibility for the cost of correcting all Elevator Code violations existing on the date we enter into this Contract. If such Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may with respect to the equipment not meeting Code requirements cancel this Contract without penalty by providing thirty (30) days written notice.

Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

Neither party shall be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water, weather, earthquake, riot, civil commotion, war, vandalism, misuse, abuse, mischief, or acts of God.

We agree that we shall be liable for accidents and injuries to person or property when adjudged to have been caused by the sole negligence or willful misconduct of Otis or our employees. In all other instances, Customer shall indemnify, defend and hold us harmless against all claims, damages, losses, costs, and expenses (including attorney's fees and other litigation costs) arising out of or connected with the use, repair, maintenance, operation or condition of the Equipment. We shall maintain worker's compensation and employers' liability insurance covering our liability for injury or death sustained by our employees, and comprehensive general liability insurance. You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us. If either party so requires, in writing, the other party shall furnish certificates of insurance evidencing the above insurance coverages.

Notwithstanding any other agreement or provision to the contrary, under no circumstances will either party be liable for any indirect, special or consequential damages of any kind, including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financial costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located, to keep all machine rooms and pit areas free from water, stored materials, and debris, to provide a safe work place for our personnel, to remove and remediate any waste or hazardous materials in accordance with applicable laws

and regulations, and to provide a grounded, 3-prong electrical system and proper lighting in the machine rooms and pits. We shall not be obliged to perform until such unsafe condition has been remedied.

If any Unit is malfunctioning or is in a dangerous condition, you agree to notify us as soon as possible using the 24-hour OTISLINE® service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You will provide written notice within twenty-four hours after occurrence of any accident in or about the elevator (s) and/or escalator(s) to us and if required by law, to any local authorities. You further agree to preserve replaced parts.

Escalator Units are designed only for transporting passengers. For escalator Units, you agree to take all necessary measures to prevent other items from being conveyed, so that features designed to protect passengers and prevent property damage are not damaged. When stationary, escalators are to be properly barricaded and not to be used as steps.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In the event of an entrapment, Customer will call Otis and wait for a trained and licensed elevator mechanic to arrive, except for a medical emergency situation where it may be appropriate to summon a professional first responder such as police or firemen. Customer agrees that its agents, contractors, employees or representatives shall not attempt to extricate any passengers from an elevator that becomes stalled within the hoistway.

Otis will not be required to make renewals or repairs necessitated by fluctuations in the building AC power systems, adverse hoistway or machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit), excessive humidity, adverse environmental conditions, water damage, rust, fire, explosion, acts of God, misuse, or vandalism.

If this Agreement is terminated prematurely for any reason, other than our own default, you agree to pay as liquidated damages, and not as a penalty, one-half (50%) of the remaining amount due under this Agreement.

Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

We will not be liable for any claim, injury, delay, death or loss or property resulting from telephone equipment failure, false alarms, interruption of telephone service, or "no voice calls", i.e. calls from inside the equipment to Otisline where there is no verbal response to the Otisline operator.

## **ALTERATIONS**

You will not allow others to make alterations, additions, adjustments, or repairs to the equipment.

## **SPECIAL PROVISIONS**

Notwithstanding any other provision herein to the contrary, the following provisions shall be applicable and govern in the event of conflict:

### **Early Signing Discount:**

To approve one of the below early signing discounts, please initial in the corresponding box and return document signed before or on the "Sign By Date".

Discount Amount	Sign By Date	Initial to Approve Discount
5%	6/1/2020	
3%	6/15/2020	

### **Extended Term Discount:**

To approve one of the below extended term discounts, please initial in the corresponding box when the document is returned.

Discount Amount	Extended Term	Initial to Approve
3%	10 Years	
5%	15 Years	
7%	20 Years	

## CONTRACT PRICE AND TERM

### CONTRACT PRICE

**Two hundred forty dollars (\$ 240.00 ) per month, payable Annually**

### PRICE ADJUSTMENT

**Two hundred forty dollars (\$ 240.00)** of the original Contract Price will be increased or decreased by the percent increase or decrease in the straight time hourly labor cost under the IUEC contract on **01/01/2020** which was **83.038**. The phrase "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is to be maintained.

The Contract Price will be adjusted annually on the commencement date by the percentage increase or decrease in the straight time hourly labor cost under the IUEC contract then in effect. The term "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is maintained. In addition, we may adjust the Contract Price as a result of any substantial changes in service expenses, including but not limited to expenses in connection with fuel, waste disposal, environmental requirements, cost of materials, changes to government regulations or other administrative costs.

### TERM

The Commencement Date will be 08/01/2020.

The Term of this Contract unless modified under the extended term below, will be for five (5) years beginning on the Commencement Date. The Contract will automatically be renewed on the fifth anniversary for an additional five (5) years unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the current five (5) year term. Thereafter, the Contract will automatically be renewed on each fifth anniversary for an additional five (5) year term unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the then current five (5) year term.

In the event that you sell the building or your interest is terminated prior to the expiration of the Contract, you agree to assign the Contract to the new owner or successor and to cause the new owner to assume your obligations under this agreement. If the new owner or successor fails to assume your obligations under the Contract, then you agree to pay to Otis all sums due for the unexpired Term.

## PAYMENTS

Beginning on the Effective Date, payments will be due and payable on or before the first day of the contract year in which services are rendered beginning on the Commencement Date.

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month, or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, attorneys' fees) incurred by us to collect overdue amounts.

Failure to pay any sum due by you within sixty (60) days will be a material breach. We may at our option declare all sums due or to become due for the unexpired term immediately due and payable as liquidated damages, and until the same are paid be discharged from further obligations under the contract.

### **Electronic Funds Transfer Payments (ACH/EFT)**

#### **Transmission Format**

**Accepting CTX (Corporate Trade Exchange) format only.** This format allows for up to 9,999 invoices per payment and supports detailed remittance data. It allows the combining of multiple invoices on a single payment and will ensure automatic credit to your accounts, as long as the entire Otis invoice number(s) is transmitted in the exact Otis format (examples below).

**Please use the IV (which stands for invoice number) Qualifier when providing the Otis invoice number.**

#### **Minimum Payment Information**

The following information is required with each transmission:

- Payment Amount
- Use the IV Qualifier to provide the ENTIRE INVOICE NUMBER (12 numbers in exact Otis format).
- Example 100400125483 or 110400087253.
- Payment Date

#### **Depository Information**

Depository Institution: JP Morgan Chase

Depository Address PO Box 31339-33631-3339, Tampa, FL 33631-3339

Account Name: Otis Elevator Company

Account Number: 55-20622

Bank routing Number: 071000013

If a wire transfer use this routing number: 021000021

#### **Remittance Information**

For each transmission, please send remittance notification to Otis Elevator Company via email at

REMITTANCE@OTIS.COM or fax to 860-353-5145.

## ACCEPTANCE

This proposal, when accepted by you below and approved by our authorized representative, will constitute the entire and exclusive contract between us for the services to be provided and your authorization to perform as outlined herein. All prior or contemporaneous oral or written representations or agreements not incorporated herein will be superseded. Any purchase order issued by you in connection with the services to be provided will be deemed to be issued for your administrative or billing identification purposes only, and the parties hereto intend that the terms and conditions contained herein will exclusively govern the services to be provided. We do not give up rights under any existing contract until this proposal is fully executed. This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed in the margin by an authorized representative of Otis.

**THIS QUOTATION** is valid for ninety (90) days from the proposal date.

Submitted by: Arturo San Segundo  
 Title: Account Manager  
 E-mail: arturo.sansegundo@otis.com

Accepted in Duplicate

### CUSTOMER

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: - \_\_\_\_\_  
 Title - \_\_\_\_\_  
 E-mail: - \_\_\_\_\_  
 Name of Company - \_\_\_\_\_

### Otis Elevator Company

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: Louis DeVincentis  
 Title General Manager

☐ Principal, Owner or Authorized Representative of Principal or Owner

☐ Agent: \_\_\_\_\_  
 (Name of Principal or Owner)



**BILL TO INFORMATION**

Company Name:

Address:

Address 2:

City:

State:

Zip Code:

**ACCOUNTS PAYABLE CONTACT**

Name:

Phone Number:

Fax Number:

E-mail:

**TAX STATUS**

Are you tax exempt?      Yes      No

If yes, please provide tax exempt certificate

Do you require a Purchase Order be listed on your invoices?      Yes      No

If yes, please provide contact info for PO renewal:

Name:

Fax:

Phone:

E-Mail:

Would you like Otis to automatically debit your bank account for your maintenance invoices?      Yes      No

If yes, please provide blank check for bank routing and account information.



Made to move you

DATE: 05/21/2020

TO:  
Grand Reserve Amenity Center  
501 Grand Reserve Dr  
Bunnell, FL 32110

FROM:  
Otis Elevator Company  
4801 Executive Park Ct #208  
Jacksonville, FL

EQUIPMENT LOCATION:  
GRAND RESERVE AMENITY CEN  
501 Grand Reserve Dr  
Bunnell, FL 32110

Arturo San Segundo  
Phone: 469-994-0119  
Fax:-

PROPOSAL NUMBER: AO9157

#### EQUIPMENT DESCRIPTION:

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
1	HYDRAULIC	OTIS ELEVATOR COMPANY	ONLY ELV	656472

#### OTIS SERVICE

We propose to furnish Otis Service on the equipment ("Units") described above. Otis Service is preventive maintenance service designed to extend equipment life.

#### OTIS MAINTENANCE MANAGEMENT SYSTEM<sup>SM</sup>

We will use the Otis Maintenance Management System preventive maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS scheduling system, which will be used to plan maintenance activities in advance. The Units will be provided with devices to monitor equipment usage. We will use OMMS standard work processes developed and continuously improved by Otis.

*Under this Contract, we will service the Units on the following terms and conditions:*

#### PERFORMANCE

##### MAINTENANCE

We will maintain the Units using trained personnel directly employed and supervised by us. The maintenance will include inspection, lubrication, and minor adjustment of the following parts:

- Controllers, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils, contacts, linings, and component parts.
- Motors, brushes, brush holders, and bearings.

- Governors, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.

In addition, if conditions or usage warrant, we will repair or replace the following parts:

- Motor brushes, operating-switch and relay components, plug-in relays, special lamps for car and hall fixtures, special lamps for emergency car lighting, and fuses (except main line disconnect).

This Contract includes emergency minor adjustment callback services during our regular working hours.

## **EXCLUSIONS**

Services, repairs and/or parts not listed above are specifically excluded. This Contract does not cover inspection, lubrication, adjustment or cleaning that requires disassembly. If you later request any of these services, you agree to pay extra at our regular billing rates.

## **RELIABILITY**

### **PARTS COVERAGE**

If necessary, due to normal usage and wear, Otis will repair or replace any of the parts specified above at their sole discretion, unless specifically excluded elsewhere in the contract. Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.

### **QUALITY CONTROL**

We will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and Code consultation to support our maintenance organization.

## **RESPONSIVENESS**

### **24-HOUR DISPATCHING**

We will, at your request, provide you with access to eService and our OTISLINE® 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on eService or thru an OTISLINE customer service representative, who will, at your request, dispatch an examiner to perform emergency minor adjustment callback service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as a Callback. It is your responsibility to have a representative available to receive and respond to OTISLINE calls; and (b) maintain working telephone equipment.

## **COMMUNICATION**

### **CUSTOMER REPRESENTATIVE**

An Otis representative will be available to discuss with you your elevator needs in the areas of modernization, traffic handling ability, recommendations and requirements of code authorities, proper use and care of the Units, and the OMMS program.

### **REPORTS – eSERVICE**

We will use the OMMS program to record completion of maintenance procedures. We will, at your request, provide you access to eService. You will be able to access twelve (12) months of repair, completed maintenance procedure and service call history for the Unit(s). You will be responsible for obtaining Internet access to use eService.

## SAFETY AND ENVIRONMENT

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### SAFETY TESTS – HYDRAULIC ELEVATORS

We will conduct an annual no load test and annual pressure relief valve test.

### FIREFIGHTERS' SERVICE TEST

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors.

If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes.

If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service on an Open Order basis. You will be responsible for the costs associated with such testing and service.

### SAFETY TRAINING

We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

### ENVIRONMENTAL PROTECTION

Otis endeavors to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with all federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request.

You assume responsibility for removal of wastes, including but not limited to hydraulic oil, spoils, asbestos, etc., as it is not part of this Contract.

### MAINLINE DISCONNECTS

You agree to engage a qualified electrician to service at least once annually the elevator mainline disconnects located in the elevator equipment room.

### SHARED RESPONSIBILITY

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, and debris. You agree to provide a safe work place for our personnel, and to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations.

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate

these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.

## **WORK SCHEDULE**

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### **NORMAL HOURS**

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a Callback is a response by Otis to a request for service or assistance made (a) by the customer or customer representative, (b) by the building or building representative; (c) by emergency personnel; (d) through the ADA phone line, and/or (e) through REM® monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

### **OVERTIME**

Callbacks outside of regular working hours will be billed at standard overtime rates.

## **OWNERSHIP AND LICENSES**

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### **WIRING DIAGRAMS**

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment. We shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

### **OTIS SERVICE EQUIPMENT**

Any counters, meters, tools, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

### **OTIS SOFTWARE**

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this maintenance agreement. You have the right to use this software only for operation of the units for which the part was provided. You may also make a backup or archival copy of the software, provided you reproduce the copyright notice and any other legend of ownership on the copy. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this agreement by the transferee.

### **NON-OTIS SOFTWARE**

You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy for you.

### **SERVICE TOOLS**

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

## THE UNITS

It is agreed that we do not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

## CLARIFICATIONS

We will not be required: (i) to make any tests other than that as specifically set forth herein, (ii) to make any replacements with parts of a different design or type, (iii) to make any changes in the existing design of the Units, (iv) to alter, update, modernize or install new attachments to any Units, whether or not recommended or directed by insurance companies or by governmental authorities, (v) to make repairs or replacements necessitated by failures detected during or due to testing of escalators or buried or unexposed hydraulic cylinders or piping; (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including parts for which the original design is no longer manufactured by the original equipment manufacturers, or parts where the original item has been replaced by an item of different design or is replaceable only by fabrication; (vii) to provide reconditioned or used parts. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units.

Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

We will not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, labor disputes, strikes, lockouts, fire, explosion, theft, floods, water, weather, earthquake, riot, civil commotion, war, commercial unavailability of parts, vandalism, misuse, abuse, mischief, or acts of God.

You assume responsibility for the cost of correcting all Elevator Code violations existing on the date we enter into this Contract. If such Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may with respect to the equipment not meeting Code requirements cancel this Contract without penalty by providing thirty (30) days written notice. Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

Notwithstanding any other agreement or provision to the contrary, under no circumstances will we be liable for any indirect, special or consequential damages of any kind including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financing costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

## ALTERATIONS

You will not allow others to make alterations, additions, adjustments, or repairs to the equipment.

## SPECIAL PROVISIONS

Notwithstanding any other provision herein to the contrary, the following provisions shall be applicable and govern in the event of conflict:

### Early Signing Discount:

To approve one of the below early signing discounts, please initial in the corresponding box and return document signed before or on the "Sign By Date".

Discount Amount	Sign By Date	Initial to Approve Discount
5%	6/1/2020	
3%	6/15/2020	

### Extended Term Discount:

To approve one of the below extended term discounts, please initial in the corresponding box when the document is returned.

Discount Amount	Extended Term	Initial to Approve
3%	10 Years	

5%	15 Years	
7%	20 Years	

## CONTRACT PRICE AND TERM

### CONTRACT PRICE

**One hundred eighty dollars (\$ 180.00 ) per month, payable Annually.**

All pricing is plus any applicable sales taxes unless supplied with tax exemption certificates.

### TERM

The Commencement Date will be 08/01/2020.

The Term of this Contract unless modified under the extended term below, will be for five (5) years beginning on the Commencement Date. The Contract will automatically be renewed on the fifth anniversary for an additional five (5) years unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the current five (5) year term. Thereafter, the Contract will automatically be renewed on each fifth anniversary for an additional five (5) year term unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the then current five (5) year term.

### PRICE ADJUSTMENT

**One hundred eighty dollars (\$ 180.00)** of the original Contract Price will be increased or decreased by the percent increase or decrease in the straight time hourly labor cost under the IUEC contract on **01/01/2020** which was **83.038**. The phrase "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is to be maintained.

The Contract Price will be adjusted annually on the commencement date by the percentage increase or decrease in the straight time hourly labor cost under the IUEC contract then in effect. The term "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is maintained. In addition, we may adjust the Contract Price as a result of any substantial changes in service expenses, including but not limited to expenses in connection with fuel, waste disposal, environmental requirements, cost of materials, changes to government regulations or other administrative costs.

In the event that you sell the building or your interest is terminated prior to the expiration of the Contract, you agree to assign the Contract to the new owner or successor and to cause the new owner to assume your obligations under this agreement. If the new owner or successor fails to assume your obligations under the Contract, then you agree to pay to Otis all sums due for the unexpired Term.

## PAYMENTS

Payments will be made on a Annually basis, due on or before the last day of the month prior to the billing period, beginning on the Commencement Date.

The method of payment will be electronic direct debit. To enable us to process direct debit payments, you agree to provide a copy of a voided check from your business bank account.

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month, or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, attorneys' fees) incurred by us to collect overdue amounts.

Failure to pay any sum due by you within sixty (60) days will be a material breach. We may at our option declare all sums due or to become due for the unexpired term immediately due and payable as liquidated damages, and until the same are paid be discharged from further obligations under the contract.

## ACCEPTANCE

This proposal, when accepted by you below and approved by our authorized representative, will constitute the entire and exclusive contract between us for the services to be provided and your authorization to perform as outlined herein. All prior or contemporaneous oral or written representations or agreements not incorporated herein will be superseded. Any purchase order issued by you in connection with the services to be provided will be deemed to be issued for your administrative or billing identification purposes only, and the parties hereto intend that the terms and conditions contained herein will exclusively govern the services to be provided. We do not give up rights under any existing contract until this proposal is fully executed. This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed in the margin by an authorized representative of Otis.

**THIS QUOTATION** is valid for ninety (90) days from the proposal date.

Submitted by: Arturo San Segundo  
 Title: Account Manager  
 E-mail: arturo.sansegundo@otis.com

Accepted in Duplicate

### CUSTOMER

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: - \_\_\_\_\_  
 Title - \_\_\_\_\_  
 E-mail: - \_\_\_\_\_  
 Name of Company - \_\_\_\_\_

### Otis Elevator Company

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: Louis DeVincentis  
 Title General Manager

☐ Principal, Owner or Authorized Representative of Principal or Owner

☐ Agent: \_\_\_\_\_  
 (Name of Principal or Owner)



**BILL TO INFORMATION**

Company Name:

Address:

Address 2:

City:

State:

Zip Code:

**ACCOUNTS PAYABLE CONTACT**

Name:

Phone Number:

Fax Number:

E-mail:

**TAX STATUS**

Are you tax exempt?      Yes      No

If yes, please provide tax exempt certificate

Do you require a Purchase Order be listed on your invoices?      Yes      No

If yes, please provide contact info for PO renewal:

Name:

Fax:

Phone:

E-Mail:

Would you like Otis to automatically debit your bank account for your maintenance invoices?      Yes      No

If yes, please provide blank check for bank routing and account information.

## SECTION B

# ELEVATOR CONTROL SERVICE

**ELCON ENTERPRISES, INC.**

3500 Beachwood Court, Suite 206, Jacksonville, FL 32224  
Telephone: (904) 399-1266 • Facsimile (904) 399-1485

TO: Ms. Heather Chambliss  
DATE: May 20, 2020

Riverside Management Service  
501 Grand Reserve Drive  
Bunnell, FL 32110

**BUILDING ADDRESS:**

Grand Reserve Amenity Center  
501 Grand Reserve Drive  
Bunnell, FL 32110

EQUIPMENT DESCRIPTION One (1) Hydraulic Passenger Elevator with State Serial Number 108531.

Under this agreement by and between ELCON ELEVATOR, and **Grand Reserve Homeowners Association** (hereinafter the Customer), ELCON ELEVATOR hereby agrees **on a quarterly basis** to examine, adjust and lubricate the Elevator per the terms described below:

## Dependable Inspection and Lubrication Service

Elcon Elevator will examine your elevator **Four** times a year. This service includes the examination; the cleaning and lubrication of the rails, door operator/interlocks, and controller; and making of minor adjustments at the time of the regular examinations. We will furnish the necessary lubricants and cleaning materials, but does not include the replacement of parts. This agreement is not full maintenance service and all parts and any callbacks for service are not included within this agreement.

We will visit your Elevator during normal business hours, Monday through Friday, 8:00 am to 4:30 pm (except scheduled holidays). You agree to pay for any service, including overtime work, which is beyond the scope of this agreement at our usual billing rates.

## Reasonable Charges

The price for the services as stated in this agreement shall be **Five Hundred Twenty-Five Dollars (\$525.00)** per quarter, **payable quarterly in advance on the 1<sup>st</sup> day of each new quarter**. Non-payment by the Purchaser of any monies owed under this agreement shall result in the accrual of interest on the delinquent monies at the maximum rate allowable by law. Time is of the essence.

Billing Rates: Regular Time (Mechanic) **\$205.00 per hour**; Over Time (Mechanic) **\$350.00 per hour**.

This agreement is effective for one (1) year starting **DATE OF ACCEPTANCE**. To ensure continuous service, this agreement will be automatically renewed for successive one (1) year periods, unless either party serves thirty (30) days prior written notice of its intention to cancel. Notice shall be sent by certified mail, return receipt requested. Time is of the essence.

# ELEVATOR CONTROL SERVICE



**ELCON ENTERPRISES, INC.**

3500 Beachwood Court, Suite 206, Jacksonville, FL 32224  
Telephone: (904) 399-1266 • Facsimile (904) 399-1485

## **YOUR RESPONSIBILITIES**

You agree to instruct or warn passengers in the proper use of the equipment and to keep the equipment under continued surveillance by competent personnel to detect irregularities between elevator examinations. You agree to report immediately any condition that may indicate the need for correction before the next regular examination. You agree to shut down the equipment immediately upon manifestation of any irregularities in operation or appearance of the equipment, notify us at once, and keep the equipment shut down until the completion of any repairs. You agree to give us verbal notice immediately and written notice within ten (10) days after any occurrence or accident in or about the elevator. You agree to provide our personnel a safe place in which to work. We reserve the right to discontinue work in the building whenever, in our sole opinion, our personnel do not have a safe place in which to work. You also agree to maintain the elevator pit in a dry condition at all times. Should water or other liquids become present, you will contract with others for removal and the proper handling of such liquids.

You agree not to permit others to make alterations, additions, adjustments, or repairs or replace any component or part of the equipment during the term of this agreement. You agree to accept our judgment as to the means and methods to be employed for any corrective work under this agreement.

## **Other Considerations**

We assume no responsibility for any part of the Elevator except that upon which work has been done under this agreement. We will inspect and lubricate your equipment in its present condition. No work, service, examination or liability on the part of Elcon Elevator, other than that specifically mentioned herein, is included or intended. We assume no responsibility for any loss or damage resulting from obsolescence or misuse of the equipment, another's negligence, proprietary equipment where parts and software cannot be purchased, loss of power, blown fuse(s), tripped stop switch(es), theft, vandalism, explosion, fire, power failure, water damage, storm, lightning, strikes, lockouts, acts of God, or any other cause beyond our control. It is agreed that we do not assume possession or control of any part of the equipment and that such remains yours exclusively as the owner, lessor, lessee or manager thereof.

**Annual price adjustments.** As the costs we incur for providing escalator service increase and decrease annually, we may adjust the price of your service accordingly on an annual basis. Pricing may also increase or decrease in the event the equipment is modified from its present state. You will be notified of any price adjustment.

**Overdue invoices.** A service charge of 1-1/2% per month, or the highest legal rate, whichever is less shall apply to overdue accounts. If you do not pay any sum within sixty (60) days from the billing date, we may also choose to do one of the following: suspend all service until all amounts due have been paid in full; declare all sums for the unexpired term of this agreement due immediately and terminate this agreement. If Elcon Elevator elects to suspend service, we shall not be responsible for damages or injuries to persons or property from the lack of service. Upon resumption of service, you will be responsible for payment to Elcon Elevator of any costs we incur as a result of the suspension of service.

# ELEVATOR CONTROL SERVICE

**ELCON ENTERPRISES, INC.**

3500 Beachwood Court, Suite 206, Jacksonville, FL 32224  
Telephone: (904) 399-1266 • Facsimile (904) 399-1485

## Other Conditions

In the event a third party is retained to enforce, construe or defend any of the terms and conditions of this agreement or to collect any monies due hereunder, either with or without litigation, the prevailing party shall be entitled to recover all costs and reasonable attorney's fees. You hereby consent that venue of any proceeding or lawsuit under this agreement shall be in Jacksonville, Florida. In the event any portion of this agreement is deemed invalid or unenforceable by a court of law, public policy or statute, such finding shall not affect the validity or enforceability of any other portion of this agreement.

Our rights under this agreement shall be cumulative and our failure to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by us in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this agreement.

## Acceptance

Your acceptance of this agreement and its approval by an authorized manager of Elcon Elevator will constitute exclusively and entirely the agreement for the services herein described. All other prior representations or agreements, whether written or verbal, will be merged herein and no other changes in or additions to this agreement will be recognized unless made in writing and properly executed by both parties. Should your acceptance be in the form of a purchase order or other similar document, the provisions of this agreement will govern in the event of a conflict. This proposal is hereby accepted in its entirety and shall constitute the entire agreement as contemplated by you and us. No agent or employee shall have the authority to waive or modify any of the terms of this agreement without the written approval of an authorized Agent of Elcon Elevator. **ACCEPTANCE BY THE CUSTOMER AS WELL AS APPROVAL BY AN EXECUTIVE OFFICER OF ELCON ELEVATOR WILL BE REQUIRED BEFORE THIS AGREEMENT BECOMES EFFECTIVE. THIS AGREEMENT IS CONTINGENT UPON US PERFORMING A FULL SURVEY AND ACCEPTING ALL EQUIPMENT IN ITS CURRENT CONDITION BEFORE THE START DATE.**

Accepted: \_\_\_\_\_  
(Full Legal Name of Customer)

By: \_\_\_\_\_  
(Signature of Authorized Official)

Date signed: \_\_\_\_\_ Approved: ELCON ELEVATOR Date signed: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

## SECTION V



Proposal #72874

Date: 06/30/2020

From: Antonio Perez-Mejia

Proposal For

GMS-CF, LLC

9145 Narcoossee Rd  
Suite A206  
Orlando, FL 32827

main: 407-841-5524  
mobile:

Location

400 Grand Reserve Dr  
Bunnell, FL 32110

Property Name: Deer Run CDD

Amenity Center Dock Washout Repair

Terms: Net 30

The extension of exiting 4" ADS drain pipe and the preparation of large washout under dock on the backside of pool area. The installation of clean fill and coquina rock in order to stabilize lake bank and to prevent future wash outs.

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Labor for Preparation & Installation	38.00	\$55.00	\$2,090.00
Clean Fill Dirt	8.00	\$62.50	\$500.00
Coquina Rock 1'-2' (Basket)	2.00	\$787.50	\$1,575.00
4" ADS Pipe & Fittings	1.00	\$250.00	\$250.00

Client Notes

Signature

x

SUBTOTAL \$4,415.00

SALES TAX \$0.00

TOTAL \$4,415.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.  
Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Assigned To

Antonio Perez-Mejia

Office:

aperez@yellowstonelandscape.com



## SECTION VI



Proposal #48952

Date: 02/12/2020

From: Scott Barnes

Proposal For

GMS-CF, LLC

9145 Narcoossee Rd  
Suite A206  
Orlando, FL 32827

main: 407-841-5524  
mobile:

Location

400 Grand Reserve Dr  
Bunnell, FL 32110

Property Name: Deer Run CDD

Irrigation Pump #1 Replacement

Terms: Net 30

The removal and replacement of irrigation pump #1 that has failed due to winding short. New 50 hp Vertical Hollow Shaft Motor installed.

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
50 HP Vertical Hollow Shaft New Motor Installed	1.00	\$7,945.42	\$7,945.42

Client Notes

Signature

x

SUBTOTAL \$7,945.42

SALES TAX \$0.00

TOTAL \$7,945.42

*Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.*

*Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.*

Contact

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Assigned To

Scott Barnes

Office:

sbarnes@yellowstonelandscape.com

## SECTION VII

**Deer Run Community  
Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2019**

**Deer Run Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2019**

**TABLE OF CONTENTS**

	<b><u>Page Number</u></b>
REPORT OF INDEPENDENT AUDITORS	1-2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3-8
BASIC FINANCIAL STATEMENTS:	
Government-wide Financial Statements	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements:	
Balance Sheet – Governmental Funds	11
Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities	12
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	13
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	14
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund	15
Notes to Financial Statements	16-29
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS	30-31
MANAGEMENT LETTER	32-33
INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE WITH SECTION 218.415, FLORIDA STATUTES	34



Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors  
Deer Run Community Development District  
Flagler County, Florida

### Report on the Financial Statements

We have audited the accompanying basic financial statements of Deer Run Community Development District as of and for the year ended September 30, 2019, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Fort Pierce / Stuart

- 1 -

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Berger, Toombs, Elam,  
Gaines & Frank  
Certified Public Accountants PL

To the Board of Supervisors  
Deer Run Community Development District

## Opinion

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and each major fund of Deer Run Community Development District as of September 30, 2019, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Governmental accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with governmental auditing standards generally accepted in the United States of America, which consisted principally of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated June 17, 2020 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Deer Run Community Development District's internal control over financial reporting and compliance.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

June 17, 2020

**Deer Run Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

Management's discussion and analysis of Deer Run Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities for the fiscal year ended September 30, 2019. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances. This report also contains other supplementary information in addition to the basic financial statements.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment and debt service.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.



**Deer Run Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including land, buildings and improvements, and infrastructure are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long-lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, a reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2019.

- ◆ The District's total assets were exceeded by total liabilities by \$(3,299,438) (net position). Unrestricted net position for Governmental Activities was \$(3,311,811). Net investment in capital assets was \$(1,014,900). Restricted net position was \$1,027,273.
- ◆ Governmental activities revenues totaled \$2,520,507 while governmental activities expenses totaled \$1,019,874.

**Deer Run Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

**Net Position**

	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Current assets	\$ 59,587	\$ 90,545
Restricted assets	1,680,142	3,753,734
Capital assets	5,760,339	3,161,911
<b>Total Assets</b>	<b>7,500,068</b>	<b>7,006,190</b>
Current liabilities	1,385,570	884,199
Non-current liabilities	9,413,936	10,922,062
<b>Total Liabilities</b>	<b>10,799,506</b>	<b>11,806,261</b>
Net Position		
Net investment in capital assets	(1,014,900)	(405,995)
Restricted	1,027,273	55,813
Unrestricted	(3,311,811)	(4,449,889)
<b>Total Net Position</b>	<b>\$ (3,299,438)</b>	<b>\$ (4,800,071)</b>

The decrease in restricted assets and the increase in capital assets is related to the capital project activity in the current year.

The increase in current liabilities was primarily due to the increase in the current portion of bonds payable.

The decrease in non-current liabilities the result of principal payments made in the current year.

**Deer Run Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes. It is not intended to be a complete presentation of District-wide financial activity.

**Change in Net Position**

	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Program Revenues		
Charges for services	\$ 2,448,673	\$ 324,197
Contributions	26,649	95,800
General Revenues		
Investment earnings	30,765	3,345
Miscellaneous revenues	14,420	4,500
Cancellation of debt	-	6,057,538
Total Revenues	<u>2,520,507</u>	<u>6,485,380</u>
Expenses		
General government	89,075	70,066
Physical environment	315,717	316,567
Culture/recreation	29,323	-
Interest and other charges	585,759	855,159
Total Expenses	<u>1,019,874</u>	<u>1,241,792</u>
Change in Net Position	1,500,633	5,243,588
Net Position - Beginning of Year	<u>(4,800,071)</u>	<u>(10,043,659)</u>
Net Position - End of Year	<u>\$ (3,299,438)</u>	<u>\$ (4,800,071)</u>

The increase in charges for services is due to an increase in debt service special assessments in the current year.

The decrease in operating contributions is related to the decrease in the amounts required from the developer in the current year.

The decrease in debt cancellation and interest and other charges is related to the bond refunding in the prior year.

The increase in general government is related to the increase in legal and engineering fees in the current year.

**Deer Run Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2019 and 2018.

<u>Description</u>	<b>Governmental Activities</b>	
	<b>2019</b>	<b>2018</b>
Construction in progress	\$ 3,207,333	\$ 507,415
Infrastructure	3,567,906	3,567,906
Accumulated depreciation	<u>(1,014,900)</u>	<u>(913,410)</u>
Total Capital Assets (Net)	<u>\$ 5,760,339</u>	<u>\$ 3,161,911</u>

The activity for the year consisted of \$101,490 in depreciation and construction in progress additions of \$2,699,918.

**General Fund Budgetary Highlights**

Actual expenditures were less than budgeted amounts primarily because of less attorney fees and engineering fees than expected.

The September 30, 2019 budget was amended for additional culture/recreation expenses that were not anticipated in the original budget.

**Debt Management**

Governmental Activities debt includes the following:

- ◆ In August 2018, the District issued debt of \$11,175,000 of Special Assessment Revenue and Refunding Bonds, Series 2018. These bonds were issued to refund a portion of the Series 2008 Special Assessment Revenue Bonds and to provide funding for the Series 2018 Project. The balance outstanding at September 30, 2019 was \$10,540,000.

**Deer Run Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2019**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Economic Factors and Next Year's Budget**

The District anticipates the improvements to the Clubhouse will continue. In addition, it is anticipated that the general operations of the District will remain fairly constant.

**Request for Information**

The financial report is designed to provide a general overview of Deer Run Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Deer Run Community Development District, Governmental Management Services, CF, LLC, 219 East Livingston Street, Orlando, FL 32801.

**Deer Run Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2019**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Current Assets	
Cash	\$ 33,937
Assessments receivable	863
Due from developer	21,341
Due from other governments	431
Due from others	3,015
Total Current Assets	<u>59,587</u>
Non-current Assets	
Restricted assets	
Investments	1,680,142
Capital assets, not being depreciated	
Construction in progress	3,207,333
Capital assets, being depreciated	
Infrastructure	3,567,906
Less: accumulated depreciation	<u>(1,014,900)</u>
Total Non-current Assets	<u>7,440,481</u>
Total Assets	<u>7,500,068</u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	55,982
Accrued interest	238,538
Unearned revenues	11,050
Bonds payable - current portion	1,080,000
Total Current Liabilities	<u>1,385,570</u>
Non-current Liabilities	
Bonds payable	9,413,936
Total Liabilities	<u>10,799,506</u>
<b>NET POSITION</b>	
Net investment in capital assets	(1,014,900)
Restricted-debt service	1,027,273
Unrestricted	<u>(3,311,811)</u>
Total Net Position	<u>\$ (3,299,438)</u>

*See accompanying notes to financial statements.*

**Deer Run Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2019**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues</b>		<b>Net (Expense)</b>
		<b>Charges for</b>	<b>Operating</b>	<b>Revenues and</b>
		<b>Services</b>	<b>Grants and</b>	<b>Changes in</b>
			<b>Contributions</b>	<b>Net Position</b>
				<b>Governmental</b>
				<b>Activities</b>
Governmental Activities				
General government	\$ (89,075)	\$ 74,353	\$ 7,136	\$ (7,586)
Physical environment	(315,717)	178,818	17,164	(119,735)
Culture/recreation	(29,323)	24,476	2,349	(2,498)
Interest and other charges	(585,759)	2,171,026	-	1,585,267
Total Governmental Activities	<u>\$ (1,019,874)</u>	<u>\$ 2,448,673</u>	<u>\$ 26,649</u>	<u>1,455,448</u>

**General revenues:**

Investment earnings	30,765
Miscellaneous revenues	14,420
Total General Revenues	<u>45,185</u>

Change in Net Position 1,500,633

Net Position - October 1, 2018	(4,800,071)
Net Position - September 30, 2019	<u>\$ (3,299,438)</u>

*See accompanying notes to financial statements.*

**Deer Run Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2019**

	General	Debt Service	Capital Projects	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 33,937	\$ -	\$ -	\$ 33,937
Due from developer	21,341	-	-	21,341
Due from other governments	431	863	-	1,294
Due from others	3,015	-	-	3,015
Restricted assets				
Investments, at fair value	-	1,652,351	27,791	1,680,142
Total Assets	<u>\$ 58,724</u>	<u>\$ 1,653,214</u>	<u>\$ 27,791</u>	<u>\$ 1,739,729</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>LIABILITIES</b>				
Accounts payable and accrued expenses	\$ 55,982	\$ -	\$ -	\$ 55,982
Unearned revenues	<u>11,050</u>	<u>-</u>	<u>-</u>	<u>11,050</u>
Total Liabilities	<u>67,032</u>	<u>-</u>	<u>-</u>	<u>67,032</u>
<b>FUND BALANCES</b>				
Restricted				
Debt service	-	1,653,214	-	1,653,214
Capital projects	-	-	27,791	27,791
Unassigned	<u>(8,308)</u>	<u>-</u>	<u>-</u>	<u>(8,308)</u>
Total Fund Balances	<u>(8,308)</u>	<u>1,653,214</u>	<u>27,791</u>	<u>1,672,697</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$ 58,724</u>	<u>\$ 1,653,214</u>	<u>\$ 27,791</u>	<u>\$ 1,739,729</u>

See accompanying notes to financial statements.



**Deer Run Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2019**

Total Governmental Fund Balances	\$ 1,672,697
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets not being depreciated, construction in progress, \$3,207,333, used in governmental activities are not current financial resources and therefore, are not reported at the fund level.	3,207,333
Capital assets being depreciated, infrastructure, \$3,567,906, net of accumulated depreciation, \$(1,014,900), used in governmental activities are not current financial resources and therefore, are not reported at the fund level.	2,553,006
Long-term liabilities, such as bonds payable \$(10,540,000), net of bond discounts, net, \$46,064, are not due and payable in the current period and therefore, are not reported at the fund level.	(10,493,936)
Accrued interest expense for long-term debt is not a current financial use and therefore, is not reported at the fund level.	<u>(238,538)</u>
Net Position of Governmental Activities	<u><u>\$ (3,299,438)</u></u>

*See accompanying notes to financial statements.*

**Deer Run Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –**  
**GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2019**

	General	Debt Service	Capital Projects	Total Governmental Funds
<b>REVENUES</b>				
Special assessments	\$ 277,647	\$ 2,171,026	\$ -	\$ 2,448,673
Developer contributions	53,873	-	-	53,873
Investment earnings	-	1,547	29,218	30,765
Miscellaneous revenues	14,420	-	-	14,420
Total Revenues	<u>345,940</u>	<u>2,172,573</u>	<u>29,218</u>	<u>2,547,731</u>
<b>EXPENDITURES</b>				
Current				
General government	89,075	-	-	89,075
Physical environment	214,227	-	-	214,227
Culture/recreation	29,323	-	-	29,323
Capital outlay	-	-	2,699,918	2,699,918
Debt service				
Principal	-	635,000	-	635,000
Interest	-	404,155	-	404,155
Other debt service	-	-	1,885	1,885
Total Expenditures	<u>332,625</u>	<u>1,039,155</u>	<u>2,701,803</u>	<u>4,073,583</u>
Net change in fund balances	13,315	1,133,418	(2,672,585)	(1,525,852)
Fund Balances - October 1, 2018	<u>(21,623)</u>	<u>519,796</u>	<u>2,700,376</u>	<u>3,198,549</u>
Fund Balances - September 30, 2019	<u>\$ (8,308)</u>	<u>\$ 1,653,214</u>	<u>\$ 27,791</u>	<u>\$ 1,672,697</u>

See accompanying notes to financial statements.

**Deer Run Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2019**

Net Change in Fund Balances - Total Governmental Funds	\$ (1,525,852)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures, however in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount that capital outlay, \$2,699,918, exceeded depreciation, \$(101,490), in the current period.	2,598,428
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Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.	635,000
--	---------

Revenues that are not available at year end are reflected as a deferred inflow of resources at the fund level, however, at the government-wide level revenues are recognized when earned.	(27,224)
---	----------

Bond discounts associated with new debt are recorded as an other financing use at the fund level, however, at the government-wide level it is reflected as a contra-liability and amortized over the life of the debt. This the amount of the current year amortization.	(1,874)
--	---------

In the Statement of Activities, interest is accrued on outstanding bonds, whereas in governmental funds, interest expenditures are reported when due. This is the net amount between the prior year and the current year accruals.	(177,845)
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Change in Net Position of Governmental Activities	<u>\$ 1,500,633</u>
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*See accompanying notes to financial statements.*

**Deer Run Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –**  
**GENERAL FUND**

**For the Year Ended September 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 277,834	\$ 277,834	\$ 277,647	\$ (187)
Developer contributions	-	53,873	53,873	-
Miscellaneous revenues	4,800	4,020	14,420	10,400
Total Revenues	<u>282,634</u>	<u>335,727</u>	<u>345,940</u>	<u>10,213</u>
Expenditures				
Current				
General government	82,951	92,967	89,075	3,892
Physical environment	199,683	211,360	214,227	(2,867)
Culture/recreation	-	31,400	29,323	2,077
Total Expenditures	<u>282,634</u>	<u>335,727</u>	<u>332,625</u>	<u>3,102</u>
Net change in fund balances	-	-	13,315	13,315
Fund Balances - October 1, 2018	<u>-</u>	<u>-</u>	<u>(21,623)</u>	<u>(21,623)</u>
Fund Balances - September 30, 2019	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (8,308)</u>	<u>\$ (8,308)</u>

*See accompanying notes to financial statements.*

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of Deer Run Community Development District (the "District") have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on May 15, 2007 by an ordinance of the Board of City Commissioners of the City Of Bunnell, Florida, under the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is governed by a five-member Board of Supervisors, who are elected by the property owners for terms of four and two years. The District operates within the criteria established by Chapter 190, Florida Statutes. The Board has the responsibility for assessing and levying assessments, approving budgets, exercising control over facilities and properties, controlling the use of funds generated by the District, approving the hiring and firing of key personnel, and financing improvements.

The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility. Oversight responsibility includes, but is not limited to, financial interdependency, designation of management, significant ability to influence operations and accountability for fiscal matters. As required by GAAP, these financial statements present the Deer Run Community Development District (the primary government) as a stand-alone government.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board, the District has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements**

Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments. Program revenues include charges for services, and payments made by parties outside of the reporting government's citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District has implemented the Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by the state constitution, external resource providers, or through enabling legislation.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**Fund Balance Spending Hierarchy** – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.



**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**a. Governmental Major Funds (Continued)**

Debt Service Fund – Accounts for debt service requirements to retire certain special assessment revenue and refunding bonds which were used to refund existing debt and finance certain additional improvements. The bond series is secured by a pledge of debt service special assessment revenues in any fiscal year related to the improvements. A lien is placed on all benefited land in relationship to the debt outstanding.

Capital Projects Fund – The Capital Project Fund accounts for construction of certain additional improvements within the boundaries of the District, which is funded by bond proceeds. A lien is placed on all benefited land in relationship to the debt outstanding.

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as land and buildings, and non-current governmental liabilities, such as special assessment bonds, be reported in the governmental activities column in the government-wide statement of net position.

**4. Assets, Liabilities and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities and Net Position or Equity (Continued)**

**a. Cash and Investments (Continued)**

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash equivalents include time deposits and certificates of deposit with original maturities of three months or less and held in a qualified public depository as defined by Florida Statute 280.02.

**b. Receivables and Payables**

Activities between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds". Any residual balances outstanding between the governmental activities and business-type activities are reported as "internal balances".

**c. Restricted Net Position**

Certain assets of the District and a corresponding liability or portion of net position is classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**d. Capital Assets**

Capital assets, which include construction in progress and infrastructure, are reported in the applicable governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities and Net Position or Equity (Continued)**

**d. Capital Assets (Continued)**

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure and improvements	20 years
---------------------------------	----------

**e. Unamortized Bond Discount**

Bond discounts are presented on the government-wide financial statements. The costs are amortized over the life of the bonds using the method of accounting. For financial reporting, the unamortized bond discount is netted against the applicable long-term debt.

**f. Budgets**

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget variance columns of the accompanying financial statements may occur.

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position**

"Total fund balances" of the District's governmental funds, \$1,672,697, differs from "net position" of governmental activities, \$(3,299,438), reported in the statement of net position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the governmental fund balance sheet. The effect of the differences is illustrated below.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)**

**Capital related items**

When capital assets (land, infrastructure and improvements that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Infrastructure	\$ 3,567,906
Construction in progress	3,207,333
Accumulated depreciation	(1,014,900)
Total	<u>\$ 5,760,339</u>

**Long-term debt transactions**

Long-term liabilities applicable to the District's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position. Balances at September 30, 2019 were:

Bonds payable	\$ (10,540,000)
Bond discount, net	46,064
Total	<u>\$ (10,493,936)</u>

**Accrued interest**

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to accrued interest on bonds.

Accrued interest on bonds payable	<u>\$ (238,538)</u>
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**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities**

The "net change in fund balances" for government funds, \$(1,525,852), differs from the "change in net position" for governmental activities, \$1,500,633, reported in the statement of activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated as follows.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)**

**Capital related items**

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, at the government-wide level, the costs of those assets is allocated over their estimated useful lives and reported as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation charged for the year.

Depreciation	\$ (101,490)
Capital outlay	<u>2,699,918</u>
Total	<u>\$ 2,598,428</u>

**Deferred inflows of resources**

Revenues that are available at year end are recognized as deferred inflows of resources, however, revenues are recognized as earned at the government-wide level. This is the amount deferred in the current year.

Deferred revenues	<u>\$ (27,224)</u>
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**Long-term debt transactions**

Repayments of bond principal are reported as an expenditure in the governmental funds and, thus, have the effect of reducing fund balance because current financial resources have been used.

Debt principal payments	<u>\$ 635,000</u>
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Some expenses reported at the government-wide level do not require the use of current financial resources, and therefore, are not reported as expenditures in at the fund level.

Change in accrued interest	<u>\$ (177,845)</u>
Amortization of bond discount	<u>\$ (1,874)</u>

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE C – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2019, the District's bank balance was \$34,167 and the carrying value \$33,937. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

As of September 30, 2019, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>
FIMM Government Portfolio	24 days*	<u>\$ 1,680,142</u>

\* Weighted average maturity

The District categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most realizable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtained quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that uses the best information available under the circumstances which includes the District's own data in measuring unobservable inputs.

The investment listed above is a level 1 asset.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE C – CASH AND INVESTMENTS (CONTINUED)**

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments in government loans are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2019, the District's investment in the FIMM Government Portfolio was rated AAAm by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The investment in the FIMM Government Portfolio is 100% of the District's total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2019 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary.

**NOTE D – SPECIAL ASSESSMENT REVENUES**

Special assessment revenues recognized for the 2018- 2019 fiscal year were levied in October 2018. All taxes certified to the County's Tax Collector are due and payable on November 1, and certified to the County's Tax Collector. Per Section 197.162, Florida Statutes discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes paid in March are without discount.

**NOTE E – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2019 was as follows:

	Balance October 1, 2018	Additions	Deletions	Balance September 30, 2019
<u>Governmental Activities:</u>				
<u>Capital assets, not being depreciated</u>				
Construction in progress	\$ 507,415	\$ 2,699,918	\$ -	\$ 3,207,333
Capital assets, being depreciated:				
Infrastructure	3,567,906	-	-	3,567,906
Less accumulated depreciation for:				
Infrastructure	(913,410)	(101,490)	-	(1,014,900)
Capital assets being depreciated, net	2,654,496	(101,490)	-	2,553,006
Governmental Activities Capital Assets	<u>\$ 3,161,911</u>	<u>\$ 2,598,428</u>	<u>\$ -</u>	<u>\$ 5,760,339</u>

Depreciation of \$101,490 was charged to physical environment.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE F – LONG-TERM DEBT**

The following is a summary of activity for long-term debt of the District for the year ended September 30, 2019:

Long-term debt at October 1, 2018	\$ 11,175,000
Principal payments	<u>(635,000)</u>
Long-term debt at September 30, 2019	10,540,000
Bond discount, net	<u>(46,064)</u>
Long term-debt at September 30, 2019, net	<u>\$ 10,493,936</u>

Long-term debt is comprised of the following:

Special Assessment Revenue and Refunding Bonds

\$11,175,000 Series 2018 Special Assessment Revenue and Refunding Bonds due in annual principal installments beginning May 2019, maturing in May 2044. Interest at various rates between 5.4% and 5.5% due in November and May, beginning November 2018. Current portion is \$1,080,000.

\$ 10,540,000

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2019 are as follows:

Year Ending September 30,	Principal	Interest	Total
2020	\$ 1,080,000	\$ 548,200	\$ 1,628,200
2021	195,000	513,920	708,920
2022	210,000	503,390	713,390
2023	220,000	492,050	712,050
2024	230,000	480,170	710,170
2025-2029	1,375,000	2,198,350	3,573,350
2030-2034	1,800,000	1,783,900	3,583,900
2035-2039	2,350,000	1,241,200	3,591,200
2040-2044	<u>3,080,000</u>	<u>526,900</u>	<u>3,606,900</u>
Totals	<u>\$ 10,540,000</u>	<u>\$ 8,288,080</u>	<u>\$ 18,828,080</u>



**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE F – LONG-TERM DEBT (CONTINUED)**

Summary of Significant Bonds Resolution Terms and Covenants

The District levies special assessments pursuant to Section 190.022, Florida Statutes and the assessment rolls are approved by resolutions of the District Board. The collections are to be strictly accounted for and applied to the debt service of the bond series for which they were levied. The District covenants to levy special assessments in annual amounts adequate to provide for payment of principal and interest on the bonds. Payment of principal and interest is dependent on the money available in the debt service fund and the District's ability to collect special assessments levied.

The bonds are subject to extraordinary mandatory redemption prior to maturity, in whole on any date, or in part on an interest payment date, without premium, together with accrued interest to the redemption date if monies are available to retire the debt in accordance with the provisions of the indenture.

The bond resolution and the trust indenture provide for the establishment of certain accounts. The accounts include a construction, revenue, redemption, reserve, interest and prepayment account and are maintained by a trustee.

The bond indenture provides for Debt Service Reserve Funds, which shall be held by the Trustee separate and apart from all other funds. The following is a schedule of reserve requirements and balances in the reserve accounts at September 30, 2019:

	<u>Reserve Balance</u>	<u>Reserve Requirement</u>
Series 2018	<u>\$ 411,274</u>	<u>\$ 387,403</u>

**NOTE G – MANAGEMENT COMPANY**

The District has contracted with a management company to perform services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

**NOTE H – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. Settled claims from these risks have not exceeded commercial insurance coverage over the past three years.

**Deer Run Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2019**

**NOTE I – DEVELOPER AGREEMENT**

The Developer owns a portion of the land within the District; therefore, assessment revenues in the general fund include assessments levied on the Developer owned property.

Additionally, the District entered into a deficit funding agreement with the Developer. Pursuant to the deficit funding agreement dated October 1, 2018, the Developer has agreed to fund any deficit of the District's operating and maintenance expenditures in excess of the special assessments collected up to the total amount expended by the District for the fiscal year, without any reimbursement to the Developer. Pursuant to this agreement the Developer contributed \$53,873 for the year ended September 30, 2019.

**NOTE J – SUBSEQUENT EVENT**

In November 2019, the District prepaid \$895,000 of Special Assessment Revenue and Refunding Bonds, Series 2018.



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Gaines & Frank

Certified Public Accountants PL

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FAX: 772/468-9278

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Deer Run Community Development District  
Flagler County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Deer Run Community Development District, as of and for the year ended September 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated June 17, 2020.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Deer Run Community Development District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Deer Run Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Deer Run Community Development District's internal control over financial reporting.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Board of Supervisors  
Deer Run Community Development District

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Deer Run Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

June 17, 2020



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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## MANAGEMENT LETTER

To the Board of Supervisors  
Deer Run Community Development District  
Flagler County, Florida

### Report on the Financial Statements

We have audited the financial statements of the Deer Run Community Development District as of and for the year ended September 30, 2019, and have issued our report thereon dated June 17, 2020.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated June 17, 2020, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding financial audit report.

### Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Deer Run Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Deer Run Community Development District did not meet one of the conditions described in Section 218.503(1), Florida Statutes.



To the Board of Supervisors  
Deer Run Community Development District

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2019 for the Deer Run Community Development District. It is management's responsibility to monitor the Deer Run Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

#### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

#### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

June 17, 2020



Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

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**INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Deer Run Community Development District  
Flagler County, Florida

We have examined Deer Run Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2019. Management is responsible for Deer Run Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Deer Run Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Deer Run Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Deer Run Community Development District's compliance with the specified requirements.

In our opinion, Deer Run Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2019.

*Berger Toombs Elam  
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

June 17, 2020

## SECTION IX



## SECTION C

# SECTION 1

# DEER RUN COMMUNITY DEVELOPMENT DISTRICT

## Summary of Check Register

April 1, 2020 through June 30, 2020

Fund	Date	Check Number	Amount
General Fund	4/2/20	1155	\$5,366.66
	4/8/20	1156-1162	\$4,513.94
	4/24/20	1163	\$14.62
	4/28/20	1164-1171	\$17,986.83
	5/7/20	1172-1173	\$6,525.04
	5/11/20	1174-1176	\$10,747.66
	5/18/20	1177	\$1,214.61
	5/21/20	1178-1180	\$731.41
	6/3/20	1181-1189	\$211,821.78
	6/5/20	1190-1191	\$5,467.22
	6/15/20	1192-1199	\$20,850.36
	6/19/20	1200-1201	\$8,696.57
	6/29/20	1202-1206	\$14,660.81
	Total		\$308,597.51

DEER RUN CDD - GENERAL FUND  
BANK A DEER RUN CDD

CHECK DATE	VEND#	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	...CHECK... AMOUNT #
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4/02/20	00001	4/01/20	262	202004	310-51300-34000			MANAGEMENT FEES - APR20	*	2,575.00	
		4/01/20	262	202004	310-51300-35100			INFO TECH - APR20	*	83.33	
		4/01/20	262	202004	310-51300-31300			DISSEMINATION - APR20	*	208.33	
		4/01/20	263	202004	320-53800-12000			FIELD MANAGEMENT - APR20	*	2,500.00	

4/08/20	00055	3/31/20	29551999	202004	320-53800-41000			GOVERNMENTAL MANAGEMENT SERVICES	*	152.51	5,366.66 001155
					INTERNET/PHONE APR20						

4/08/20	00007	3/30/20	01-0060-	202002	320-53800-43100			AT&T	*	38.07	152.51 001156
		3/30/20	01-0060-	202003	320-53800-43100			100 GRAND RESERVE PKWY	*	5.86	
		3/30/20	01-0061-	202002	320-53800-43100			100 GRAND RESERVE PKWY	*	49.29	
		3/30/20	01-0061-	202003	320-53800-43100			GRAND RESERVE & US1 FOUNT	*	7.58	
		3/30/20	06-0231-	202003	320-53800-43110			GRAND RESERVE & US1 FOUNT	*	45.56	
		3/30/20	06-0231-	202002	320-53800-43110			501 GRAND RESERVE DR	*	296.13	

4/08/20	00065	3/19/20	37276743	202003	320-53800-41000			CITY OF BUNNELL	*	181.65	442.49 001157
					AMENITY CENTER TV MAR20						

4/08/20	00027	3/05/20	31538-38	202002	320-53800-43010			DIRECT TV	*	1,024.65	181.65 001158
		3/24/20	60613-58	202003	320-53800-43000			501 GRAND RESERVE DR AMEN	*	13.12	
		4/06/20	31538-38	202003	320-53800-43010			22 SAND WEDGE LN	*	848.65	
					501 GRAND RESERVE DR						

4/08/20	00004	3/20/20	113624	202002	310-51300-31500			FLORIDA POWER & LIGHT COMPANY	*	520.50	1,886.42 001159
					TRANSMT/NEWSLETTER/REVIEW						

4/08/20	00057	4/03/20	21101775	202003	320-53800-43200			HOPPING GREEN & SAMS	*	40.37	520.50 001160
					501 GRAND RESERVE DR GAS						
					TECO						40.37 001161

DRUN DEER RUN IAGUIAR

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	EXPENSED TO DFT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#
4/08/20	00042	2/29/20	PC 89367	202002	320-53800	-46100	PLANT REMOVAL FOR ACCESS	*	1,290.00	
4/24/20	00001	4/01/20	264	202004	310-51300	-51000	OFFICE SUPPLIES	*	.51	
		4/01/20	264	202004	310-51300	-42000	POSTAGE	*	14.11	
							YELLOWSTONE LANDSCAPE			1,290.00 001162
4/28/20	00051	3/31/20	184525	202003	320-53800	-47000	ENTRANCE POND MAINT MAR20	*	110.00	
		3/31/20	184526	202003	320-53800	-47000	POND AQUATIC MAINT MAR20	*	1,960.00	
		3/31/20	184657	202003	320-53800	-47000	ORTLY SERVICE DITCH MAR20	*	135.00	
							APPLIED AQUATIC MANAGEMENT, INC.			2,205.00 001164
4/28/20	00043	4/14/20	1816374	202003	310-51300	-31100	ENGINEERING SRVCS MAR20	*	75.00	
		4/19/20	37364557	202004	320-53800	-41000	AMENITY CENTER TV APR20	*	185.90	
							DEWBERRY ENGINEERS INC.			75.00 001165
4/28/20	00070	12/11/19	WO-23840	201912	320-53800	-56000	DIAGNOSIS FITNESS EQUIP	*	99.95	
							DIRECT TV			185.90 001166
4/28/20	00027	4/01/20	18002139	202004	320-53800	-43000	STREET LIGHTING APR20	*	902.00	
		4/06/20	13496-61	202003	320-53800	-43000	99 GRAND RESERVE DR ENTR	*	211.78	
		4/06/20	32999-54	202003	320-53800	-43000	DECORATIVE LGTING OAK BRNC	*	1,687.22	
		4/06/20	49885-91	202003	320-53800	-43000	410 GRANDE RESERVE DR # B	*	1,035.76	
		4/06/20	68588-21	202003	320-53800	-43000	100 GRAND RESERVE DR	*	109.20	
		4/23/20	60613-58	202004	320-53800	-43000	22 SAND WEDGE LN	*	13.86	
							FLORIDA POWER & LIGHT COMPANY			3,959.82 001168
4/28/20	00066	3/27/20	891745	202003	320-53800	-48400	PEST CONTROL MAR20	*	80.00	
							FLORIDA PEST CONTROL & CHEMICAL CO			80.00 001169

DRUN DEER RUN IAGUIAR

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT DPT	ACCT# ACCT#	SUB SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	...CHECK... AMOUNT
4/28/20	00004	4/16/20	114122	202003	310-51300	-31500		HOPPING GREEN & SAMS	*	2,043.50	
4/28/20	00042	4/01/20	PC 99173	202004	320-53800	-46000		LANDSCAPE MAINTV APR20	*	8,722.86	2,043.50 001170
		4/13/20	PC 10510	202004	320-53800	-46200		RECLAIM WATER REPAIR	*	202.50	
		4/24/20	PC 10588	202004	320-53800	-46200		MAINLINE REPAIR	*	412.30	
5/07/20	00007	5/21/20	01-0061-	202003	320-53800	-43100		YELLOWSTONE LANDSCAPE	*	78.23	9,337.66 001171
		5/21/20	01-0231-	202003	320-53800	-43100		GRAND RESERVE/FOUNTAIN	*	377.40	
		5/21/20	06-0060-	202003	320-53800	-43100		GRAND RESERVE PKWY 03/20	*	680.88	
5/07/20	00001	5/01/20	265	202005	310-51300	-34000		CITY OF BUNNELL	*	2,575.00	1,136.51 001172
		5/01/20	265	202005	310-51300	-35100		INFORMATION TECH 05/2020	*	83.33	
		5/01/20	265	202005	310-51300	-31300		DISSEMINATION AGENT 05/20	*	208.33	
		5/01/20	265	202005	310-51300	-51000		OFFICE SUPPLIES	*	.06	
		5/01/20	265	202005	310-51300	-42000		POSTAGES	*	17.46	
		5/01/20	266	202005	320-53800	-12000		FACILITY MNGT 05/2020	*	2,500.00	
		5/01/20	266	202005	320-53800	-53000		DG HARDWARE	*	4.35	
5/11/20	00062	4/20/20	9084	202004	320-53800	-54000		GOVERNMENTAL MANAGEMENT SERVICES	*	1,163.94	5,388.53 001173
								FLAT PRINT/MATTE LAMINATE			
5/11/20	00059	3/31/20	11129558	202003	320-53800	-48100		FASTSIGNS	*	312.50	1,163.94 001174
								BLEACH/POOL ACID			
5/11/20	00056	3/23/20	27	202002	320-53800	-50000		POOLSURE	*	423.17	312.50 001175
								FACILITY MAINT FEB20			

DRUN DEER RUN IAGUITAR

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#
3/23/20	27	202002	320-53800-48100								*	13.78	
3/23/20	27	202002	320-53800-57000								*	25.19	
3/23/20	28	202002	320-53800-59000								*	682.42	
4/01/20	26	202004	320-53800-48300								*	600.00	
4/01/20	26	202004	320-53800-48000								*	1,254.17	
4/01/20	26	202004	320-53800-12100								*	5,000.00	
4/20/20	29	202003	320-53800-50000								*	748.90	
4/20/20	29	202003	320-53800-48100								*	166.75	
4/20/20	29	202003	320-53800-57000								*	41.18	
4/20/20	29	202003	320-53800-53000								*	17.19	
4/20/20	30	202003	320-53800-59000								*	298.47	
5/18/20	00044	12/31/19	123119	201912 300-20700-10200						RIVERSIDE MANAGEMENT SERVICES, INC	*	140.08	9,271.22 001176
1/31/20	013120	202001	300-20700-10200								*	72.44	
2/29/20	022920	202002	300-20700-10200								*	918.15	
3/31/20	033120	202003	300-20700-10200								*	83.94	
5/21/20	00055	4/30/20	29551999	202005 320-53800-41000						FLAGLER COUNTY TAX COLLECTOR	*	171.01	1,214.61 001177
5/21/20	00027	5/06/20	31538-38	202004 320-53800-43000						AT&T	*	527.14	171.01 001178
5/21/20	00057	5/05/20	21101775	202004 320-53800-43200						FLORIDA POWER & LIGHT COMPANY	*	33.26	527.14 001179
			501 GRAND RESERVE DR GAS							TECO			33.26 001180
										DRUN DEER RUN			IAGUILAR

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
6/03/20 00051		4/30/20 185223	202004 320-53800-47000		QUARTLEY DITCH MAINT	*	135.00	
		4/30/20 185225	202004 320-53800-47000		POND AQUATIC MAINT 2020	*	1,960.00	
					APPLIED AQUATIC MANAGEMENT, INC.			2,095.00 001181
6/03/20 00035		5/30/20 06022020	202005 300-20700-10100		TXFER TAX RECEIPTS S2018	*	29,636.45	
		5/30/20 1-062020	202005 300-20700-10100		TXFER TAX RECEIPTS S2018	*	155,396.20	
					DEER RUN CDD C/O REGIONS BANK			185,032.65 001182
6/03/20 00043		5/11/20 1828762	202004 310-51300-31100		ENGINEERING SRVCS 05/2020	*	480.00	
					DEWBERRY ENGINEERS INC.			480.00 001183
6/03/20 00054		5/22/20 3	202005 310-51300-49000		AMORT SCHED 05/01/20	*	500.00	
					DISCLOSURE SERVICES, LLC			500.00 001184
6/03/20 00065		5/19/20 37450405	202005 320-53800-41000		AMENITY CENTER TV MAY20	*	185.90	
					DIRECT TV			185.90 001185
6/03/20 00027		4/27/20 13496-61	202004 320-53800-43000		99 GRAND RESERVE DR	*	211.78	
		4/27/20 32999-54	202004 320-53800-43000		DECORATIVE LGTNG OAK BRA	*	1,687.22	
		4/27/20 68588-21	202004 320-53800-43000		100 GRAND RESERVE DR	*	109.20	
		4/28/20 49885-91	202004 320-53800-43000		410 GRAND RESERVE DR	*	1,035.76	
		5/01/20 18002133	202005 320-53800-43000		STREET LIGHTING MAY 2020	*	902.00	
					FLORIDA POWER & LIGHT COMPANY			3,945.96 001186
6/03/20 00059		5/04/20 11129558	202005 320-53800-48100		BLEACH/POOL ACID	*	607.50	
					POOLSURE			607.50 001187
6/03/20 00056		5/01/20 31	202005 320-53800-48300		JANITORIAL SRVCS MAY/20	*	600.00	
		5/01/20 31	202005 320-53800-48000		POOL MNTC 05/2020	*	1,254.17	
		5/01/20 31	202005 320-53800-12100		FACILITY MNGT 05/2020	*	5,000.00	

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AR300K  
\*\*\* CHECK DATES 04/01/2020 - 06/30/2020 \*\*\*  
YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 7/14/20  
DEER RUN CDD - GENERAL FUND  
PAGE 6

CHECK	YEND#	.....INVOICE.....	..EXPENSED TO...	VENDOR NAME	STATUS	AMOUNT	.....CHECK.....		
DATE		DATE	INVOICE	VRMO	DBT	ACCT#	SUB	SUBCLASS	

DATE	INVOICE	INVO	DL	ACCT	DU	DOBS	AMOUNT	#
5/18/20	32	202004	320-53800-50000				560.00	*

5/18/20 32	FACILITY MAINT 04/2020	202004 320-53800-48100	*	116.35
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POOL CHEMICALS		
5/18/20 32	202004 320-53800-57000	
CREATOR		
SUPPLIER		
		*
		25.19

OFFICE SUPPLIES		
5/18/20 32	202004 320-53800-59200	
CONTINGENCY-AMPUTIV		
		*
		2,597.38

5/18/20 32	202004 320-53800-53000	*	98.82
JANITORIAL SUPPLIES			

----- RIVERSIDE MANAGEMENT SERVICES, INC 10,251.91 001188 -----

0/03/20 00042	5/01/20 PC 10636 202005 320-53800-46000	*	8,722.86
LANDSCAPE MAINT MAY/2020			

6/05/20	00001	6/01/20	267	202006	310-51300-34000	*	3	525	00	8,722.86	001189
YELLOWSTONE LANDSCAPE											

6/01/20	267	202006 310-51300-35100	83.33
JUN 2020 - MGMT FEES			
202006 310-51300-35100			
* *			
			4,313.00

6/01/20 267	JUN 2020 - INFO TECH	202006 310-51300-31300	*	208.33
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JUN 2020 - DISSEMINATION	
6/01/20 267	202006 310-51300-51000
TUE 2020	CORRECTION CENTER
	*
	10.21

6/01/20	JUN 2020 - OFFICE SUPPL	267	202006 310-51300-42000	*	24.47
JUN 2020	- POSTAGE				

6/01/20	267	202006 310-51300-42500	*	51.00
JUN 2020 - COPIES				

GOVERNMENTAL MANAGEMENT SERVICES 2,952.34 001190

6/05/20	00001	6/01/20	268	202006	320-53800-12000	*	2,500.00
6/01/20	JUN 20	- FACILITY MGMT					
6/01/20	268						
300006	320	F3000	F3000				

0/01/20	Z08	202008 320-53800-53000	*	14:88
JUN 20 - HOME DEPOT		GOVERNMENTAL MANAGEMENT SERVICES		2 E14 08 001101

DATE	TIME	LOCATION	TYPE	STATUS	REMARKS
6/15/20	00051	5/31/20	185903	202005	320-53800-47000
				*	135.00
					4,324.00 001131

5/31/20	185904	QUARTLEY DITCH MAINT	202005	320-53800-47000	*	110.00
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	DATE	DESCRIPTION	AMOUNT
	5/31/20	ENTRANCE POND MAINT 185905 202005 320-53800-47000	* 1,960.00

FOND AQUATIC MAINT 03/20	APPLIED AQUATIC MANAGEMENT, INC.	2,205.00	001192
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[illegible]

AT&T 271.01 001193

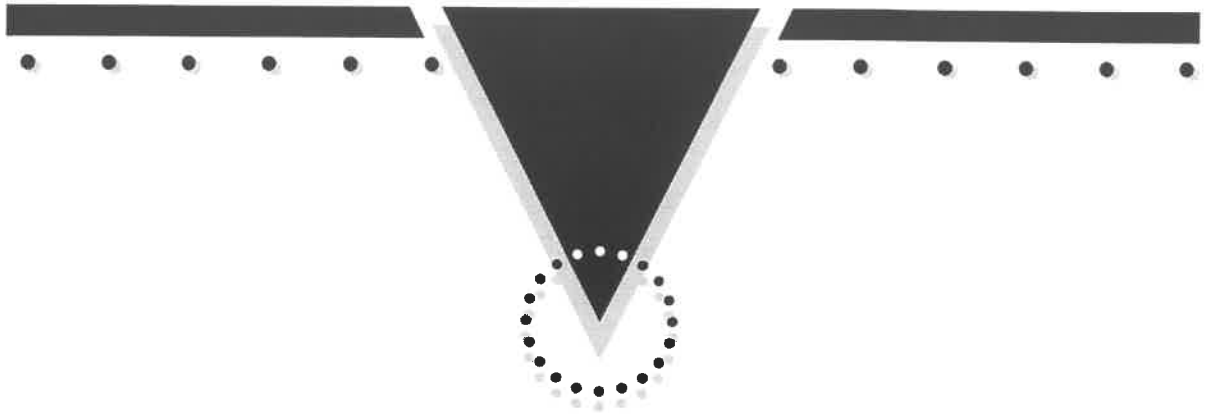
DRUN DEER RUN IAGUIAR

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DFT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	***CHECK*** AMOUNT #
6/15/20	00007	5/27/20	01-0060-	202004	320-53800-	43100	100 GRAND RESERVE PKWY 100 GRAND RESERVE DR	*	309.33	
5/27/20		01-0061-	202004	320-53800-	43100		GRAND RESERVE/FOUNTAIN	*	75.82	
5/27/20		06-0231-	202004	320-53800-	43100		501 GRAND RESERVE DR	*	409.74	
6/15/20	00003	5/20/20	L0235984	202005	310-51300-	48000	CITY OF BUNNELL PUBLIC MEETING MTG052720	*	452.98	794.89 001194
5/20/20		L0235984	202005	310-51300-	48000		BALANCE FORWARD CREDIT	*	183.88-	
5/21/20		IO235991	202005	310-51300-	48000		BRD OF SUPERVISORS QUALIF	*	225.69	
6/15/20	00002	5/26/20	7-021-88	202005	310-51300-	42000	DAYTONA NEWS-JOURNAL SHIPPING 05/20	*	114.79	494.79 001195
6/15/20	00027	5/06/20	13496-61	202005	320-53800-	43000	FEDEX 99 GRAND RESERVE DR	*	156.70	114.79 001196
5/06/20		49885-91	202005	320-53800-	43000		410 GRAND RESERVE	*	720.37	
5/06/20		68588-21	202005	320-53800-	43000		100 GRAND RESERVE DR	*	76.94	
5/06/20		68588-21	202005	320-53800-	43000		100 GRAND RESERVE DR	*	100.97	
6/01/20		68000071	202006	320-53800-	43000		PREMIUM LIGHTING	*	902.00	
6/05/20		13496-61	202005	320-53800-	43000		99GRAND RESERVE DR	*	193.00	
6/05/20		32999-54	202005	320-53800-	43000		DECORATIVE LGTNG	*	3,463.88	
6/05/20		32999-54	202005	320-53800-	43000		DECORATIVE LGTNG	*	1,655.36	
6/05/20		49885-91	202005	320-53800-	43000		410 GRAND RESERVE DR	*	1,044.04	
6/15/20	00057	6/04/20	21101775	202005	320-53800-	43200	FLORIDA POWER & LIGHT COMPANY 501 GRAND RESERVE	*	33.76	8,313.26 001197
6/15/20	00042	6/01/20	PC 11635	202006	320-53800-	46000	TECO LANDSCAPE MAINT 06/2020	*	8,722.86	33.76 001198
							YELLOWSTONE LANDSCAPE			8,722.86 001199
							DRUM DEER RUN			
							IAGUITAR			

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	EXPENSED TO DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
6/19/20	00066	4/30/20	893659	202004	320-53800-48400	PEST CONTROL 04/2020	*	81.20		
		5/06/20	895608	202005	320-53800-48400	PEST CONTROL 05/2020	*	81.20		
						FLORIDA PEST CONTROL & CHEMICAL CO			162.40	001200
6/19/20	00056	6/01/20	33	202006	320-53800-48300	JANITORIAL SRVCS 06/20	*	1,560.00		
		6/01/20	33	202006	320-53800-48300	JAN SRVCS 05/20 6DAYS	*	720.00		
		6/01/20	33	202006	320-53800-48000	POOL MAINT SRVCS 06/20	*	1,254.17		
		6/01/20	33	202006	320-53800-50000	FACILITY MNGT 06/20	*	5,000.00		
						RIVERSIDE MANAGEMENT SERVICES, INC			8,534.17	001201
6/26/20	00033	6/17/20	10829	202004	310-51300-45000	EGIS INSURANCE ADVISORS, LLC	*	315.00		
						FEDEX			39.45	001202
6/26/20	00002	6/16/20	7-039-01	202006	310-51300-42000	DELIVERY FEE 06/2020	*	39.45		
						HOPEING GREEN & SAMS			3,176.00	001203
6/26/20	00004	6/19/20	115352	202005	310-51300-31500	GEN/RESEARCH/PREPARE/REVI	*	3,176.00		
						BLEACH/POOL ACID			607.50	001204
6/26/20	00059	5/04/20	11295588	202005	320-53800-48100	POOLSURE	*	607.50		
						LANDSCAPE MAINT 06/2020			10,522.86	001205
6/26/20	00042	6/15/20	PC 12180	202006	320-53800-46000	YELLOWSTONE LANDSCAPE	*	10,522.86		
									10,522.86	001206
TOTAL FOR BANK A								308,597.51		
TOTAL FOR REGISTER								308,597.51		

DRUN DEER RUN IAGUIAR

## SECTION 2



# Deer Run

## Community Development District

Unaudited Financial Reporting  
June 30, 2020



# Table of Contents

<b>1</b>	<u>Balance Sheet</u>
<b>2-3</b>	<u>General Fund</u>
<b>4</b>	<u>Settlement Monitoring Fund</u>
<b>5</b>	<u>Debt Service Fund - Series 2008</u>
<b>6</b>	<u>Debt Service Fund - Series 2018</u>
<b>7</b>	<u>Capital Projects Fund - Series 2008</u>
<b>8</b>	<u>Capital Projects Fund - Series 2018</u>
<b>9</b>	<u>Month to Month</u>
<b>10</b>	<u>Long-Term Debt</u>
<b>11</b>	<u>Assessment Receipt Schedule</u>

**DEER RUN**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
For The Period Ending June 30, 2020

GOVERNMENTAL FUND

<i>ASSETS</i>	<u>GENERAL</u>	<u>Settlement</u>	<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>TOTALS</u>
CASH	\$177,293	\$11,050	-----	-----	\$188,343
INVESTMENTS					
<u>SERIES 2008</u>					
RESERVE	-----	-----	\$57	-----	\$57
REVENUE	-----	-----	\$559	-----	\$559
<u>SERIES 2018</u>					
RESERVE	-----	-----	\$403,493	-----	\$403,493
REVENUE	-----	-----	\$346,000	-----	\$346,000
INTEREST	-----	-----	\$1	-----	\$1
PREPAYMENT	-----	-----	\$651,943	-----	\$651,943
SINKING FUND	-----	-----	\$1	-----	\$1
CONSTRUCTION	-----	-----	-----	\$25,022	\$25,022
DUE FROM GENERAL FUND	-----	-----	\$325	-----	\$325
DUE FROM GOLF COURSE	\$1,005	-----	-----	-----	\$1,005
DUE FROM DEVELOPER	\$1,258	-----	-----	-----	\$1,258
PREPAID EXPENSES	\$8,723	-----	-----	-----	\$8,723
<b>TOTAL ASSETS</b>	<b>\$188,278</b>	<b>\$11,050</b>	<b>\$1,402,378</b>	<b>\$25,022</b>	<b>\$1,626,729</b>
<i>LIABILITIES</i>					
ACCOUNTS PAYABLE	\$3,798	-----	-----	-----	\$3,798
UNEARNED REVENUE	-----	\$11,050	-----	-----	\$11,050
DUE TO DEBT SERVICE	\$325	-----	-----	-----	\$325
DUE TO OTHER	\$3	-----	-----	-----	\$3
<i>FUND EQUITY</i>					
FUND BALANCES					
UNASSIGNED	\$184,152	\$0	-----	-----	\$184,152
RESERVED FOR DEBT SERVICE 2008	-----	-----	\$616	-----	\$616
RESERVED FOR DEBT SERVICE 2018	-----	-----	\$1,401,762	-----	\$1,401,762
RESERVED FOR CAPITAL PROJECTS 2008	-----	-----	-----	\$0	\$0
RESERVED FOR CAPITAL PROJECTS 2018	-----	-----	-----	\$25,022	\$25,022
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$188,278</b>	<b>\$11,050</b>	<b>\$1,402,378</b>	<b>\$25,022</b>	<b>\$1,626,729</b>

# Deer Run

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending June 30, 2020

	BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b>REVENUES:</b>				
ASSESSMENTS - TAX ROLL	\$201,183	\$201,183	\$198,441	(\$2,742)
ASSESSMENTS - DIRECT	\$365,637	\$365,637	\$365,637	\$0
GOLF COURSE LAKE MAINTENANCE CONTRIBUTIONS	\$4,800	\$3,015	\$3,015	\$0
MISCELLANEOUS INCOME	\$0	\$0	\$585	\$585
<b>TOTAL REVENUES</b>	<b>\$571,620</b>	<b>\$569,835</b>	<b>\$567,678</b>	<b>(\$2,157)</b>
<b>EXPENDITURES:</b>				
<b>ADMINISTRATIVE</b>				
SUPERVISOR FEES	\$4,000	\$3,000	\$1,400	\$1,600
FICA EXPENSE	\$306	\$230	\$184	\$46
ENGINEERING	\$3,550	\$2,663	\$555	\$2,108
DISSEMINATION	\$2,500	\$1,875	\$1,875	\$0
ATTORNEY	\$12,000	\$9,000	\$8,015	\$985
ANNUAL AUDIT	\$3,270	\$3,270	\$3,535	(\$265)
TRUSTEE FEES	\$3,500	\$0	\$0	\$0
ARBITRAGE	\$450	\$0	\$0	\$0
ASSESSMENT ROLL	\$2,500	\$2,500	\$2,500	\$0
MANAGEMENT FEES	\$30,900	\$23,175	\$23,175	\$0
INFORMATION TECHNOLOGY	\$1,000	\$750	\$750	\$0
TELEPHONE	\$100	\$75	\$0	\$75
POSTAGE	\$600	\$450	\$490	(\$40)
INSURANCE	\$6,500	\$6,500	\$6,027	\$473
PRINTING & BINDING	\$800	\$600	\$200	\$400
TRAVEL PER DIEM	\$600	\$450	\$70	\$380
LEGAL ADVERTISING	\$1,000	\$750	\$495	\$255
OTHER CURRENT CHARGES	\$800	\$800	\$1,218	(\$418)
OFFICE SUPPLIES	\$100	\$75	\$29	\$46
DUES, LICENSE, & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
<b>TOTAL ADMINISTRATIVE</b>	<b>\$74,651</b>	<b>\$56,337</b>	<b>\$50,693</b>	<b>\$5,644</b>
<b>MAINTENANCE</b>				
FIELD MANAGEMENT	\$30,000	\$22,500	\$22,500	\$0
ELECTRIC	\$39,500	\$29,625	\$35,881	(\$6,256)
WATER & SEWER	\$10,000	\$7,500	\$3,181	\$4,319
LANDSCAPE MAINTENANCE	\$100,000	\$75,000	\$80,306	(\$5,306)
LANDSCAPE CONTINGENCY	\$6,000	\$4,500	\$7,623	(\$3,123)
LAKE MAINTENANCE	\$23,520	\$17,640	\$17,845	(\$205)
WATER FEATURE MAINTENANCE	\$12,500	\$9,375	\$569	\$8,806
IRRIGATION REPAIRS	\$10,000	\$7,500	\$1,928	\$5,571
CONTINGENCY	\$1,300	\$975	\$60	\$915
<b>TOTAL MAINTENANCE</b>	<b>\$232,819</b>	<b>\$174,614</b>	<b>\$169,893</b>	<b>\$4,722</b>



# Deer Run

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending June 30, 2020

	BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b>AMENITY CENTER</b>				
AMENITY MAINTENANCE	\$78,750	\$59,063	\$45,250	\$13,813
PROPERTY INSURANCE	\$15,000	\$15,000	\$30,168	(\$15,168)
POOL MAINTENANCE	\$18,492	\$13,869	\$11,288	\$2,581
POOL CHEMICALS	\$ 9,000	\$6,750	\$5,005	\$1,746
JANITORIAL SERVICES	\$ 18,720	\$14,040	\$12,840	\$1,200
PEST CONTROL	\$2,500	\$1,875	\$645	\$1,230
FACILITIES MAINTENANCE	\$25,000	\$18,750	\$6,113	\$12,637
CABLE/INTERNET/PHONE	\$4,200	\$3,150	\$3,528	(\$378)
ELECTRIC-AMENITIES	\$30,000	\$22,500	\$6,498	\$16,002
WATER & SEWER AMENITIES	\$3,600	\$2,700	\$2,171	\$529
GAS SERVICE	\$500	\$375	\$473	(\$98)
TRASH REMOVAL	\$2,400	\$1,800	\$0	\$1,800
SECURITY MONITORING	\$500	\$1,125	\$2,600	(\$1,475)
ACCESS CARDS	\$1,000	\$750	\$0	\$750
OPERATING SUPPLIES	\$ 1,000	\$750	\$220	\$530
AMENITY REPAIRS & MAINTENANCE	\$5,000	\$5,000	\$6,507	(\$1,507)
POOL REPAIRS & MAINTENANCE	\$5,000	\$3,750	\$87	\$3,663
SPECIAL EVENTS	\$15,000	\$11,250	\$6,289	\$4,961
HOLIDAY DECOR	\$4,000	\$2,000	\$3,940	(\$1,940)
FITNESS CENTER REPAIRS & MAINTENANCE	\$2,500	\$1,875	\$100	\$1,775
OFFICE SUPPLIES	\$ 1,000	\$750	\$706	\$44
ASCAP / BMI LICENSES	\$ 1,200	\$900	\$0	\$900
CONTINGENCY	\$8,788	\$14,091	\$10,204	\$3,887
<b>TOTAL AMENITY CENTER</b>	<b>\$264,150</b>	<b>\$202,113</b>	<b>\$154,633</b>	<b>\$47,480</b>
<b>TOTAL EXPENDITURES</b>	<b>\$571,620</b>	<b>\$433,064</b>	<b>\$375,218</b>	<b>\$57,846</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$0)</b>		<b>\$192,460</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>(\$8,308)</b>	
<b>FUND BALANCE - ENDING</b>	<b>(\$0)</b>		<b>\$184,152</b>	

# DEER RUN COMMUNITY DEVELOPMENT DISTRICT

## SETTLEMENT MONITORING FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending June 30, 2020

	SETTLEMENT MONITORING BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b><u>REVENUES:</u></b>				
ENVIRONMENTAL MITIGATION CREDIT	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>EXPENDITURES:</u></b>				
PERMIT MONITORING	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$0</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$0</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$0</b>	

# DEER RUN COMMUNITY DEVELOPMENT DISTRICT

## DEBT SERVICE FUND SERIES 2008

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending June 30, 2020

	DEBT SERVICE BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b><u>REVENUES:</u></b>				
ASSESSMENTS - TAX COLLECTOR	\$0	\$0	\$0	\$0
INTEREST	\$0	\$0	\$5	\$5
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5</b>	<b>\$5</b>
<b><u>EXPENDITURES:</u></b>				
INTEREST EXPENSE 11/01	\$0	\$0	\$0	\$0
PRINCIPAL EXPENSE 05/01	\$0	\$0	\$0	\$0
INTEREST EXPENSE 05/01	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$5</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$611</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$616</b>	

# DEER RUN COMMUNITY DEVELOPMENT DISTRICT

## DEBT SERVICE FUND

### SERIES 2018

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending June 30, 2020

	DEBT SERVICE BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b>REVENUES:</b>				
ASSESSMENTS - TAX ROLL	\$183,555	\$183,555	\$180,020	(\$3,535)
ASSESSMENTS - DIRECT	\$621,585	\$621,585	\$621,585	\$0
PREPAYMENTS	\$0	\$0	\$672,679	\$672,679
INTEREST	\$4,000	\$3,000	\$8,076	\$5,076
<b>TOTAL REVENUES</b>	<b>\$809,140</b>	<b>\$808,140</b>	<b>\$1,482,360</b>	<b>\$674,220</b>
<b>EXPENDITURES:</b>				
INTEREST EXPENSE 11/01	\$286,245	\$286,245	\$286,245	\$0
PRINCIPAL EXPENSE 05/01	\$205,000	\$205,000	\$215,000	(\$10,000)
INTEREST EXPENSE 05/01	\$286,245	\$286,245	\$261,955	\$24,290
PREPAYMENT EXPENSE 11/01	\$0	\$0	\$895,000	(\$895,000)
SPECIAL CALL 05/01	\$0	\$0	\$75,000	(\$75,000)
<b>TOTAL EXPENDITURES</b>	<b>\$777,490</b>	<b>\$777,490</b>	<b>\$1,733,200</b>	<b>(\$955,710)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$31,650</b>		<b>(\$250,840)</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$308,576</b>		<b>\$1,652,602</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$340,226</b>		<b>\$1,401,762</b>	

# DEER RUN COMMUNITY DEVELOPMENT DISTRICT

## CAPITAL PROJECTS FUND SERIES 2008

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending June 30, 2020

	CONSTRUCTION FUND BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b><u>REVENUES:</u></b>				
INTEREST	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>EXPENDITURES:</u></b>				
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$0</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$0</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$0</b>	

# DEER RUN COMMUNITY DEVELOPMENT DISTRICT

## CAPITAL PROJECTS FUND SERIES 2018

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending June 30, 2020

	CONSTRUCTION FUND BUDGET	PRORATED BUDGET Thru 06/30/20	ACTUAL Thru 06/30/20	VARIANCE
<b><u>REVENUES:</u></b>				
INTEREST	\$0	\$0	\$193	\$193
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$193</b>	<b>\$193</b>
<b><u>EXPENDITURES:</u></b>				
CAPITAL OUTLAY	\$0	\$0	\$2,963	(\$2,963)
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,963</b>	<b>(\$2,963)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>(\$2,770)</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$27,792</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$25,022</b>	

Deer Run  
Community Development District

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
<b>REVENUES:</b>													
ASSESSMENTS - TAX R QL	\$0	\$0	\$147,431	\$22,533	\$1,861	\$23,590	\$2,157	\$0	\$970	\$0	\$0	\$0	\$198,441
ASSESSMENTS - DR ECT	\$38,480	\$0	\$144,339	\$0	\$94,409	\$0	\$0	\$0	\$91,409	\$0	\$0	\$0	\$365,637
GOV COU R E LAKE MAINTENANCE CONTR BUTION	\$0	\$0	\$1,005	\$0	\$0	\$1,005	\$0	\$0	\$1,005	\$0	\$0	\$0	\$3,015
DEVELOPER CONTR BUTION S	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
M REZLANCOUN CODE	\$0	\$200	\$310	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$585
TOTAL REVENUES	\$118,480	\$200	\$293,085	\$22,533	\$98,346	\$24,595	\$2,157	\$0	\$99,284	\$0	\$0	\$0	\$567,678
<b>EXPENDITURES:</b>													
<b>ADMINISTRATIVE</b>													
SUPERVISOR FEES	\$0	\$0	\$0	\$0	\$0	\$900	\$0	\$0	\$900	\$0	\$0	\$0	\$1,400
FICA EXPENSE	\$0	\$0	\$0	\$0	\$0	\$46	\$0	\$0	\$138	\$0	\$0	\$0	\$184
ENGINEER NG	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$555
DESEMINATION	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$0	\$1,875
ATTORNEY	\$0	\$2,081	\$0	\$195	\$521	\$2,044	\$0	\$3,176	\$0	\$0	\$0	\$0	\$8,015
ANNUAL AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,335	\$0	\$0	\$0	\$4,335
TRAVEL FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ARBITRAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSESSMENT R QL	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
MANAGEMENT FEES	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$0	\$0	\$0	\$21,175
COMMUNICATIONS	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$750
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POSTAGE	\$51	\$18	\$23	\$42	\$103	\$42	\$14	\$132	\$64	\$0	\$0	\$0	\$490
INSURANCE	\$6,027	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,027
PRINTING & BINDING	\$6	\$0	\$0	\$70	\$317	\$27	\$0	\$0	\$51	\$0	\$0	\$0	\$70
TRAVEL PER DIEM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LEGAL ADVERTISING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$495	\$0	\$0	\$0	\$0	\$495
OTHER CURRENT CHARGES	\$543	\$43	\$45	\$8	\$4	\$43	\$21	\$514	\$16	\$0	\$0	\$0	\$1,218
OFFICE SUPPLIES	\$1	\$0	\$1	\$0	\$16	\$1	\$1	\$0	\$10	\$0	\$0	\$0	\$29
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
TOTAL ADMINISTRATIVE	\$121,148	\$5,009	\$2,936	\$3,182	\$3,627	\$5,723	\$1,917	\$7,184	\$7,481	\$0	\$0	\$0	\$50,693
<b>MAINTENANCE</b>													
FIELD MANAGEMENT	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$0	\$0	\$0	\$22,500
ELECTRIC	\$3,777	\$3,777	\$3,622	\$3,393	\$4,553	\$3,057	\$4,487	\$8,313	\$902	\$0	\$0	\$0	\$35,081
WATER & SEWER	\$647	\$198	\$135	\$154	\$102	\$1,150	\$795	\$0	\$0	\$0	\$0	\$0	\$3,181
LANDSCAPE MAINTENANCE	\$8,723	\$8,723	\$8,723	\$8,723	\$8,723	\$8,723	\$8,723	\$8,723	\$10,723	\$0	\$0	\$0	\$80,306
LANDSCAPE CONTRACTOR	\$0	\$0	\$4,534	\$0	\$3,071	\$0	\$0	\$2,205	\$0	\$0	\$0	\$0	\$7,623
LAKE MAINTENANCE	\$2,565	\$2,070	\$2,565	\$2,070	\$2,070	\$2,205	\$2,095	\$2,205	\$0	\$0	\$0	\$0	\$17,845
WATER FEATURE MAINTENANCE	\$569	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$569
REPAIR & MAINTENANCE	\$1,314	\$0	\$0	\$0	\$0	\$0	\$615	\$0	\$0	\$0	\$0	\$0	\$1,928
CONTRACTOR	\$60	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60
TOTAL MAINTENANCE	\$20,134	\$17,268	\$22,096	\$16,840	\$21,019	\$17,635	\$19,315	\$21,741	\$13,925	\$0	\$0	\$0	\$189,893
<b>AMENITY CENTER</b>													
AMENITY MANAGEMENT	\$5,000	\$5,000	\$5,250	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$0	\$0	\$0	\$45,250
PROPERTY INSURANCE	\$29,893	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$315	\$0	\$0	\$0	\$30,168
PROPERTY MAINTENANCE	\$1,254	\$1,254	\$1,254	\$1,254	\$1,254	\$1,254	\$1,254	\$1,254	\$1,254	\$0	\$0	\$0	\$11,288
PROPERTY CHARGES	\$785	\$248	\$450	\$480	\$1,231	\$479	\$116	\$1,215	\$0	\$0	\$0	\$0	\$5,005
JANITORIAL SERVICES	\$1,560	\$1,560	\$1,560	\$1,560	\$1,560	\$1,560	\$600	\$600	\$2,280	\$0	\$0	\$0	\$12,840
PEST CONTROL	\$81	\$81	\$81	\$80	\$80	\$80	\$81	\$81	\$0	\$0	\$0	\$0	\$645
FACILITIES MAINTENANCE	\$770	\$1,660	\$980	\$971	\$423	\$749	\$560	\$0	\$0	\$0	\$0	\$0	\$6,113
CABLE/INTERNET/PHONE	\$561	\$356	\$360	\$344	\$344	\$354	\$358	\$357	\$513	\$0	\$0	\$0	\$3,428
ELECTRIC - AMENITIES	\$1,205	\$1,141	\$1,169	\$1,110	\$1,025	\$849	\$0	\$0	\$0	\$0	\$0	\$0	\$6,498
WATER & SEWER AMENITIES	\$350	\$339	\$683	\$416	\$338	\$46	\$33	\$34	\$0	\$0	\$0	\$0	\$2,171
GAS SERVICES	\$165	\$48	\$56	\$55	\$42	\$40	\$40	\$34	\$0	\$0	\$0	\$0	\$473
TRASH REMOVAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SECURITY MONITORING	\$2,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,600
ACCESS CARDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING SUPPLIES	\$0	\$82	\$0	\$3	\$0	\$17	\$99	\$4	\$15	\$0	\$0	\$0	\$220
AMENITY REPAIRS & MAINTENANCE	\$417	\$1,653	\$3,337	\$888	\$15	\$33	\$1,104	\$0	\$0	\$0	\$0	\$0	\$6,507
PROPERTY REPAIRS & MAINTENANCE	\$0	\$87	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$87
SPECIAL EVENTS	\$1,721	\$1,120	\$2,209	\$0	\$940	\$288	\$0	\$0	\$0	\$0	\$0	\$0	\$6,289
HOLIDAY DECOR	\$1,970	\$0	\$1,970	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,940
FITNESS CENTER REPAIRS & MAINTENANCE	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
OFFICE SUPPLIES	\$198	\$193	\$105	\$119	\$25	\$41	\$25	\$0	\$0	\$0	\$0	\$0	\$708
ASCAP/BW LICENSES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTRACTOR	\$2,017	\$1,980	\$4,500	\$0	\$0	\$0	\$2,397	\$0	\$0	\$0	\$0	\$0	\$10,204
TOTAL AMENITY CENTER	\$50,505	\$15,912	\$23,064	\$12,280	\$12,278	\$10,801	\$11,869	\$8,545	\$9,377	\$0	\$0	\$0	\$154,633
<b>TOTAL EXPENDITURES</b>													
	\$41,828	\$38,180	\$48,097	\$32,302	\$36,925	\$34,159	\$34,465	\$37,471	\$30,793	\$0	\$0	\$0	\$375,218
<b>EXCESS REVENUES (EXPENDITURES)</b>													
	(\$43,348)	(\$37,989)	\$244,988	(\$97,169)	\$56,421	(\$9,565)	(\$32,146)	(\$37,471)	\$69,502	\$0	\$0	\$0	\$182,460

**Deer Run**  
**Community Development District**  
**LONG TERM DEBT REPORT**

<b>SERIES 2018, SPECIAL ASSESSMENT REVENUE AND REFUNDING BONDS</b>		
INTEREST RATE:	5.40%, 5.50%	
MATURITY DATE:	5/1/2044	
RESERVE FUND DEFINITION	50% OF MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$403,290	
RESERVE FUND BALANCE	\$403,493	
BONDS OUTSTANDING - 08/02/18		\$11,175,000
LESS: PRINCIPAL PAYMENT - 05/01/19		(\$205,000)
LESS: PRINCIPAL PAYMENT - 05/01/20		(\$215,000)
LESS: SPECIAL CALL - 05/01/19		(\$430,000)
LESS: SPECIAL CALL - 11/01/19		(\$895,000)
LESS: SPECIAL CALL - 05/01/20		(\$75,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$9,355,000</b>



## DEER RUN

	<b>99%</b>	<b>Gross Percent Collected</b>
	<b>\$2,635.30</b>	<b>Balance Remaining to Collect</b>

## DIRECT ASSESSMENTS

DR Horton						
DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	GENERAL FUND	DEBT SERVICE FUND 2019
Net Assessments						
				\$987,221.95	\$365,637.17	\$621,584.78
10/31/19, 12/2/2019	11/1/19	996837, 1012923	\$493,610.97	\$493,610.97	\$182,818.59	\$310,792.39
2/10/20	2/1/20	1046229	\$246,805.49	\$246,805.49	\$91,409.29	\$155,396.20
6/1/20	5/1/20	1092487	\$246,805.49	\$246,805.49	\$91,409.29	\$155,396.20
			\$987,221.95	\$987,221.95	\$365,637.17	\$621,584.78

## SECTION 3

# ***Deer Run Community Development District***

**9655 Florida Mining Blvd., Bldg. 300, Suite 305, Jacksonville, Florida 32257**

## **Memorandum**

**Date:** July 22, 2020  
**To:** Deer Run Board of Supervisors  
Ernesto Torres, Richard Whetsel  
**From:** Chris Hall, Amenity Operations Manager  
Heather Chambliss, Facility Manager  
**Re:** Deer Run CDD  
Monthly Island Club Operations Report

The following is a summary of activities related to the Island Club operations of the Deer Run Community Development District.

### **Amenity Manager Event Summary**

- New signs have and are being added to the amenity center.
- New remote has been installed on the pool control panel
- Sanitation of the amenities have been completed and continues daily.
- Florida Pest Control is completing its contracted visits.
- RMS continues to provide janitorial service three (3) days per week.
- RMS is currently maintaining the pool three (3) days per week.

### **Special Events:**

- We had bingo by the pool on July 4<sup>th</sup> at 12,2,4 and 6. Throughout the day I had about 20 people join us.
- Movie by the pool July 10<sup>th</sup> there is a sign-up sheet for 30 people to join.

**Regular Classes (all classes have been cancelled until further notice)**

**Community Organized Events: (all events have been cancelled until further notice)**

**Monthly Rentals**

- There have been no rentals

**Miscellaneous:**

- **Things that have been completed:** sanitizing has been a daily routine, we have placed mats in pool bathrooms, we have decorated for the 4<sup>th</sup>, putting together craft bags for the community to pass out on July 24, we opened the gym, courts, and pool(everything has been running smoothly),
- **Outside vendors:** Florida Pest control has been out to do their routine visit and Poolsure has been keeping our chemicals full, Alpha Dogs was out on the first of July 8<sup>th</sup> to do the yearly fire drill,
- **Things we are working on** card readers for the pickle ball courts, a timer for the fire pit on the pool deck, getting a dumpster for our facility

**Future Events:**

- 7/31/2020- Movie by the pool “Spies in Disguise”
- 8/1/2020- Back to School bash
- 8/15/2020- Bingo by the pool
- 9/5/2020- Swimming challenge with prizes
- TBD 2020- Pickle Ball Tournament
- TBD 2020 – Buffet and Pirates
- TBD 2020 – Yoga will be coming to the Amenity Center
- TBD 2020- Aqua Zumba will be coming to the Amenity Center
- TBD2020 – Painting with a Twist comes to the Amenity Center
- TBD 2020 -Wine and Cheese
- TBD 2020 -Bicycle rodeo in the parking lot
- TBD 2020 – 1 Year Anniversary Event
- TBD 2020 – Trunk or Treat
- TBD 2020- Holiday wreath event
- TBD 2020 – Time of Thanks Feast
- TBD 2020 – Cookie Exchange with Santa

Should you have any questions or comments regarding the above information, please feel free to contact Chris at (904) 657-9211 or Rich at (904) 759-8923.

## SECTION 4

**Deer Run Community Development District**  
**219 E. Livingston St, Orlando Florida 32801**

**Memorandum**

**DATE:**     **July 22<sup>nd</sup>, 2020**

**TO:**             Ernesto Torres  
                      District Manager **via email**

**FROM:**         William Viasalyers  
                      Field Services Manager

**RE:**             Deer Run CDD Monthly Managers Report – July 22<sup>nd</sup>, 2020

The following is a summary of activities related to the field operations of the Deer Run Community Development District.

**Lakes:**

1. Aquatic contractor continues to work on the lakes addressing staff and residents concerns.
2. Yellowstone assisting in removing trash from the edge of the lakes during their weekly maintenance.

**Landscaping:**

1. Yellowstone continues to perform their contractual duties.
2. Yellowstone sod enhancement on lake banks-Update
3. Staff working with Yellowstone to correct erosion issue next to dock
4. Yellowstone working on pruning the palm trees around pool deck
5. Staff working with Yellowstone to remove dead tree in conservation area

**Other:**

Should you have any questions please call me at 407-451-4047

Respectfully,

William Viasalyers