

MINUTES OF MEETING  
DEER RUN COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Deer Run Community Development District held a budget workshop on Thursday, April 27, 2023 at 6:00 p.m. at the Island Club, 501 Grand Reserve Drive, Bunnell, Florida.

Present and constituting a quorum were:

|                  |                  |
|------------------|------------------|
| David St. Pierre | Chairman         |
| Gail Lambert     | Vice Chairperson |
| Darrell Broom    | Supervisor       |
| Andre Poulin     | Supervisor       |
| Greg Dean        | Supervisor       |

Also present were:

|                   |                               |
|-------------------|-------------------------------|
| Howard McGaffney  | District Manager              |
| Katie Buchanan    | District Counsel by telephone |
| Darrin Mossing    | GMS                           |
| Several Residents |                               |

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. McGaffney called the budget workshop to order at 6:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

The following concerns were raised by residents: CDD rates going up and this is not a high-class neighborhood. There is a 22% increase in the large lots. The water feature maintenance and a \$30,000 water bill, irrigation repairs and water and sewer in the general fund, water and sewer bill spikes, billing issues with the city, irrigation repairs,

**THIRD ORDER OF BUSINESS**

**Discussion of Proposal from Community Advisors, LLC for Reserve Study Report**

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Mr. McGaffney stated the reason this is on the agenda is for the board to consider having a reserve study conducted. I wanted to give you an idea for budgeting purposes the amount to put into the capital plan.

It was the consensus of the board to not have a reserve study done.

#### **FOURTH ORDER OF BUSINESS**

#### **Discussion of Fiscal Year 2024 Budget**

The following line items were discussed: Revenue and Admin: Golf course lake maintenance contribution, amount of aquatics contract, specifics of cost share agreement with golf course, golf course commercial lots. Supervisor Lambert commented that the split of O&M assessments on certain size lots seems unfair. Further discussion ensued about the process of a new O&M methodology, but cannot change the debt assessments. The Board was made aware of a replat of different lot sizes coming.

The Board provided guidance to the District Manager in making the following changes to the Administrative Budget: continue with engineering at the same amount, keep the audit at the same amount, , continue with proposed District Management, Information Technology and Website Maintenance fees for GMS. Under Maintenance: field management fees, expectation of field management, dissatisfaction of maintenance person was discussed. Mr. Mossing conveyed that he would revisit the scope of services for field management and provide an update to the Board. Mr. McGaffney stated that he was still reviewing, electric, water and sewer and would update the proposed budget with recommended changes. ,The Board provided guidance to the District Manager in making the following changes to the Maintenance Budget: delete \$5,000 for annuals, reduce mulch to \$5,000, change palm tree and oak tree pruning to tree pruning and \$5,000, leave lake maintenance and repairs at \$30,000, reduce water feature maintenance to \$5,000, irrigation repairs, sidewalk repair, street repair to stay at \$5,000. The Board provided guidance to the District Manager in making the following changes to the Amenity Center Budget: keep property insurance as proposed, keep cable, internet & telephone services as proposed, with Supervisor Broom working with onsite staff to get proposals for other providers, reduce facilities maintenance to \$17,500, reduce water and sewer to \$25,000, reduce pool repairs to \$10,000, keep contingency at \$9,000. Capital reserves: Keep the proposed \$90,000 with

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\$50,000 for the irrigation panel upgrade and \$40,000 to build the reserves, or for other capital projects. Supervisor Dean suggested that the District may need to replace the other pump

Mr. McGaffney stated we are still looking at the 40-foot lots having a 14% increase and 75-foot lots have a 17% increase with the changes we made today. Mr. McGaffney stated he will confirm those numbers with the accountant.

Katie, do we have enough time to go through and redo the assessment methodology for the O&M? We approve the budget in May and I don't know that we are going to make changes to the assessment methodology this year.

Ms. Buchanan stated you can approve a proposed budget with a different assessment amount with the understanding that you have to then adopt your assessment methodology on the same agenda that you adopt your budget. You don't have to be done with your assessment process in May, but you would have to be done with it by the time you are ready to go with your budget and you are going to have to notice that change in assessment methodology at the same time you would notice any increase in your budget assessments. To change your methodology report would be a rush but in theory it is possible.

Mr. McGaffney stated I will work with Darrin and Katie on this, and we will have an update at the next meeting.

**FIFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 05/24/23 at 6:00 p.m. at the Island Club**

On MOTION by Mr. Broom seconded by Mr. Poulin with all in favor the workshop adjourned at 8:04 p.m.

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Secretary/Assistant Secretary

DocuSigned by:  
  
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Chairman/Vice Chairman