

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, November 29, 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
Andre Poulin	Vice Chairman
Greg Dean	Supervisor
Gary Garner	Supervisor
Shannon Martin	Supervisor

Also present were:

Howard McGaffney	District Manager
Katie Buchanan	District Counsel by telephone
Kayla Rinker	RMS
Rich Gray	RMS
William Whitson	Flagler County School District
Jay Walker	Flagler County School District

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. St. Pierre called the meeting to order and called the roll.

Mr. Poulin presented a plaque to Gail Lambert in appreciation of her service on the board and in recognition of all the work and everything she has done for the district.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Engineer's Report – Recommendation of Areas 4 & 11**

This item tabled.

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**FOURTH ORDER OF BUSINESS**

**Presentation from Flagler County School District Regarding School Bus/Transportation**

Mr. Whitson gave a short presentation on proposed bus stops in Grand Reserve and stated we have hundreds of kids to pick up all over the county and we want to try to be efficient and effective and cut down on fuel. If we need to put together a group to look at other options we will be happy to do that. We want to be proactive as the community and students grow over time.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals From M and M Sales-Service**

- A. Irrigation Pump and Control Cabinet Replacement**
- B. Monitoring Service**
- C. Warranty**

Mr. Gray stated the irrigation pump and control cabinet was approved at the last meeting. The reason I wanted it added to this agenda is because there was a change in price to the benefit of the district. The original total was \$85,860, the new total is \$84,510 with a difference of \$1,350 the district will save from the previously approved price.

This is an online monitoring service where you can have four email addresses onto the account. Basically, any fluctuation within the system we will get an alarm or a warning. Tim would be one, I would be the second and there would be two additional that can be added if needed to get those alerts.

Mr. St. Pierre stated since Greg has maintained the irrigation for this coming year, he would be the next one.

Mr. Dean stated one of the things that Tim and I had not completed the discussion on was the monitoring and I'm not sure monitoring without being able to perform actions is worthwhile. If he gets a trouble alarm or something and he can go in and perform an action to restore it, I'm okay with that. But just saying, it is down, we have more than enough residents that tell us within minutes.

Mr. Gray sated that is my concern in speaking to Tim. If he gets an alert he will call me. He will be onsite within one or two hours to look at the system. If it is something he can put back into service immediately, he will do it. There will be a service fee attached to that. The monitoring service does not include any work that needs to be done.

Mr. St. Pierre asked what is the charge for the monitoring service?

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Mr. Gray stated \$2,800 per year and for three years it is \$8,400 but the reason it had to be proposed before we do the install is he has to buy the components to put into the control cabinet so he needs to know beforehand when he assembles it.

Mr. Dean asked does that include the cellphone charge?

Mr. Gray stated I will find out. He didn't mention anything about a cellphone charge.

Mr. McGaffney stated I think his proposal said cell service \$2,800.

Mr. Dean stated we still need to get together and sit down with him and go over all the details.

Mr. Gray stated yes and I was going to get together with you after the meeting on the date he provided to see if it work for you.

The monitoring component was tabled.

Mr. Gray stated the VFD drives have a one-year manufacturing warranty; the additional five-year warranty is going to cover major lightning strikes or any kind of component failures which does not come standard under the manufacturing warranty. If it is placed under insurance purposes then if we can prove it was done by a lightning strike then possibly we can recover the money back through the insurance. However, if nothing is on the insurance per se and the lightning strike happens the current manufacturer specs for the one-year will not cover it. We would have full replacement of two VFD drives if they both went down totaling about \$17,000.

On MOTION by Mr. Poulin seconded by Mr. Garner with all in favor the extended five-year warranty in the amount of \$8,780 was approved.

Mr. Gray stated this approval will extend the 90-days on the labor to one-year. This will cover the labor for one-year on the VFD and 5-years on the warranty of the VFD itself.

**Fence Proposals**

This item tabled.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

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Ms. Buchanan stated I'm continuing to be thoughtful about the easement that was requested, but there is no urgency and the more I think about it the more questions I have. If you have any thoughts on the easement itself, feel free to contact me, otherwise I am going to continue to put together a list of issues that I think need to be resolved before the board takes any action on it.

Mr. St. Pierre stated I think whatever we agree to this easement we should agree to some kind of payment into our funds from those people to help pay some of the costs of keeping up with the property on that street.

Ms. Buchanan stated that is something that I considered as well.

## **B. District Manager**

There being none, the next item followed.

## **D. Operations Manager**

### **1. Report**

Mr. Gray stated J&J Aquatics will be here next week. He was here Monday and told me a lot of the grounds were wet and I told him to pull off I didn't want him to do turf damage so he will be back next week to spray the ponds and algae.

Sunshine A.C. Company will be onsite December 7<sup>th</sup> for the quarterly maintenance and I will keep you informed on what happens after that inspection.

I did hear back from D.R. Horton on an update on the mail kiosks, they will start construction by the end of next week; staking and layout has been done and it will be a 30-day on the install.

On phase 5, which is where Grand Reserve Drive dead ends into the woods, the phase 5 clearing crew is starting to mobilize today, residents can anticipate clearing operations and earthwork to begin soon. There will be no import hauling for at least the next couple of months, however, most of the traffic going in and out of that site will be the workers, no personal vehicles and no equipment daily. Hours of operation are Monday through Friday 7 to 7 and Saturday will be 10 – 5. No work on Sundays.

Mr. St. Pierre stated remind them that the speed limit is 25 mph, speed limit on speed bumps is 15 mph, we expect it to be strictly enforced by them, they also need to clean up the

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roads every day. Find out when the mailboxes will be moved. D.R. Horton promised us a speed bump into the Links and they would fix the first one.

Mr. McGaffney stated they are also getting ready to do the pavement on the intersections to repave that area because we are patching it now. As part of that initiative that speed bump was going to be addressed.

**2. Yellowstone Audit Report**

A copy of the Yellowstone monthly report was included in the agenda package.

**E. Amenity Manager**

A copy the amenity manager’s report was included in the agenda package.

**SEVENTH ORDER OF BUSINESS**

**Supervisor’s Requests**

Additional comments: The interested resident’s subgroups have been redone: Andre will take the amenity center maintenance, Shannon will take over the amenity center social, Gary has contracts, Greg is going to take on irrigation and landscaping, resident comments at the top of the meeting may be redundant, resident comments at the beginning of the meeting should be for items not on the agenda, as we go through the agenda give them another opportunity to comment, is there a way to get these presentations such as the one this evening on the bus stops on television, potentially livestream the meetings, the amenities group did away with the rental of the hall, we would like to bring it back: limit rentals to this room only and only for four hours, at \$50 per hour with a \$200 refundable deposit, pay a staff member to be present during rentals, pros and cons and cost of having staff available, notice rulemaking with the maximum amount for r

On MOTION by Mr. Poulin seconded by Mr. Garner with all in favor staff was authorized to notice the rulemaking process for room rentals of \$75 per hour with a four-hour limit with a \$200 refundable deposit.

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Additional comments: Item 19 of amenity center rules dealing with overnight parking change to permitting system for three-day use for guest parking for a total of 14-days for the year, signage, agreement with tow company,

On MOTION by Mr. Poulin seconded by Ms. Martin with all in favor staff was authorized to work with Mr. Poulin and district counsel on enforcement of overnight parking.

Additional comments: Need for signage for no parking areas and enter agreement with tow company, stormwater drainage inspections should be on punch list for Phase 4, is there a local company that can do sprinkler and fire extinguisher, put letter on door of owner who has trailer in the cu-de-sac that it needs to be removed, on Fairway the BMW is parked next to a fire hydrant, adopt policy for watering and violations,

On MOTION by Mr. Garner seconded by Ms. Martin with all in favor Supervisor Dean will work with staff to prepare a policy for irrigation times and violations.

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

Additional comments: Put times irrigation can be used or turn off the system between 10 and 4, how do you enforce parking rules in amenity parking lot, 18 wheelers making deliveries to wrong streets, need signage, notify D.R. Horton.

**NINTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the October 25, 2023 Meeting**
- B. Balance Sheet as of October 31, 2023 and Statement of Revenues and Expenses for the Period Ending October 31, 2023**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

On MOTION by Mr. Poulin seconded by Mr. Dean with all in favor the consent agenda items were approved.

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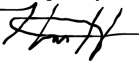
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**TENTH ORDER OF BUSINESS**

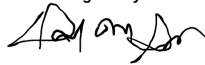
**Next Scheduled Meeting January 24, 2024 at  
6:00 p.m. at the Island Club**

Mr. St. Pierre stated the next meeting will be held January 24, 2024 at 6:00 p.m. at the same location.

On MOTION by Mr. Garner seconded by Ms. Martin with all in favor the meeting adjourned at 7:31 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman