

2021 BUDGET MEETING NOTICE

**Deer Lake Homeowners Association, Inc. and the
Deer Lake Master Property Owners Association, Inc.
Notice of Board of Directors Meetings and Adoption of the Budgets for 2021**

October 28, 2020

Dear Association Member,

2021 HOA and Master POA Budget Approval Meeting Notice

We invite all Homeowner/Members to attend ONLINE or BY PHONE our upcoming 2021 Association Budget meetings for both the HOA and Master POA. This letter contains the Meeting agendas that the Board of Directors will discuss and vote upon and how you can connect to the meeting which will be held as follows:

Meeting Date, Time and Location will be online using Zoom

Wednesday, December 2, 2020

Beginning at 7:00 PM

This Meeting will be conducted using Virtual Video and Audio via Zoom

PLEASE NOTE: This meeting will **NOT** be held in person at the clubhouse.

Please review the attachments to this letter including:

- The **Proposed Draft 2021 Budget** for Deer Lake Homeowners Association, Inc. (HOA)
- The **Proposed Draft 2021 Budget** for the Master Property Owners Association, Inc. (Master POA)
- The **Approved 2021 Board of Directors election processes** for both the HOA and Master POA.
- The **Meeting Agendas** for the December 2, 2020 Meetings of both the HOA and Master POA Board including **how to connect to the Zoom Meeting** video using the link, meeting ID, Passcode or by cell phone or other phone.

Meet the Candidates Night

The December 2, 2020 HOA Meeting will allot time to hear from any Homeowner/Member interested in running for the two open seats on the HOA Board of Directors. If you are interested in being on the ballot for the Board of Directors for the HOA next year, please review and follow the HOA Election Process attached to this letter. Immediately following the HOA Meeting, the Master POA Meeting will be held and will also allot time to hear from any Homeowner/Member interested in running for an open seat on the Master POA Board of Directors. If you are interested in being on the ballot for the Board of Directors for the Master POA next year, please review and follow the Master POA Election Process attached to this letter.

If you have any questions regarding the upcoming Wednesday, December 2, 2020 Budget Approval meetings, or how to connect to the meeting using Zoom or phone, please do not hesitate to contact either myself or Pat Schoo at Schoo Association Management, Inc.

Sincerely,

George Boyer

President-Deer Lake Homeowners Association, Inc.

President-Deer Lake Master Property Owners Association, Inc.

2021 DEER LAKE HOA ANNUAL BUDGET - DRAFT
FOR THE PERIOD: JANUARY 1, 2021 - DECEMBER 31, 2021

	2020 BUDGET YEAR	2020 YTD SEPT	2020 PROJECTED YEAR RESULTS	2020 PER QUARTER	2021 BUDGET YEAR	2021 PER QUARTER	2021 PER UNIT
INCOME							
BASE ASSESSMENT 197 HOMES @ \$595	\$ 468,860.00	\$ 351,645.00	\$ 468,860.00	\$ 117,215.00	\$ 472,012.00	\$ 118,003.00	\$ 599.00
CABLE TV . FEE 163 HOMES @ \$198	\$ 123,228.00	\$ 92,421.00	\$ 123,228.00	\$ 30,807.00	\$ 129,096.00	\$ 32,274.00	\$ 163.83
SECURITY FEE 135 HOMES @ \$ 48	\$ 31,296.00	\$ 23,472.00	\$ 31,296.00	\$ 7,824.00	\$ 25,920.00	\$ 6,480.00	\$ 32.89
PRIOR YEAR CASH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COMBINED ASSESSMENT FEES	\$ 623,384.00	\$ 467,538.00	\$ 623,384.00	\$ 155,846.00	\$ 627,028.00	\$ 156,757.00	\$ 795.72
GATE OPENER AND KEY FEES	\$ 200.00	\$ 360.00	\$ 500.00	\$ 125.00	\$ 400.00	\$ 100.00	\$ 0.51
LATE FEE	\$ 1,200.00	\$ 675.00	\$ 800.00	\$ 200.00	\$ 1,400.00	\$ 350.00	\$ 1.78
INTEREST - BANK	\$ 1,100.00	\$ 275.79	\$ 350.00	\$ 87.50	\$ 600.00	\$ 150.00	\$ 0.76
INTEREST - OWNER	\$ -	\$ 137.12	\$ 137.00	\$ 34.25	\$ -	\$ -	\$ -
LEGAL FEES - OWNERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER INCOME	\$ 3,900.00	\$ 1,250.00	\$ 1,500.00	\$ 375.00	\$ 2,900.00	\$ 725.00	\$ 3.68
TOTAL INCOME	\$ 628,784.00	\$ 470,235.91	\$ 626,671.00	\$ 156,667.75	\$ 632,328.00	\$ 158,082.00	\$ 802.45
UTILITIES							
ELECTRIC	\$ 31,000.00	\$ 19,573.76	\$ 26,500.00	\$ 6,625.00	\$ 29,000.00	\$ 7,250.00	\$ 36.80
WATER & SEWER	\$ 3,000.00	\$ 2,174.45	\$ 2,900.00	\$ 725.00	\$ 3,000.00	\$ 750.00	\$ 3.81
TELEPHONE	\$ 707.50	\$ 560.33	\$ 750.00	\$ 187.50	\$ 800.00	\$ 200.00	\$ 1.02
TOTAL UTILITIES EXPENSE	\$ 34,707.50	\$ 22,308.54	\$ 30,150.00	\$ 7,537.50	\$ 32,800.00	\$ 8,200.00	\$ 41.62
GROUND							
TREE TRIMMING	\$ 19,500.00	\$ 18,573.95	\$ 19,500.00	\$ 4,875.00	\$ 14,000.00	\$ 3,500.00	\$ 17.77
PLANT/SOD REPLACEMENT	\$ 25,800.00	\$ 17,366.29	\$ 25,800.00	\$ 6,450.00	\$ 25,800.00	\$ 6,450.00	\$ 32.74
IRRIGATION REPAIRS	\$ 19,500.00	\$ 10,164.78	\$ 16,000.00	\$ 4,000.00	\$ 18,000.00	\$ 4,500.00	\$ 22.84
RUST REPELLENT SYSTEM	\$ 8,400.00	\$ 6,300.00	\$ 8,400.00	\$ 2,100.00	\$ 8,400.00	\$ 2,100.00	\$ 10.66
POOL REPAIRS	\$ 5,750.00	\$ 5,966.31	\$ 8,000.00	\$ 2,000.00	\$ 5,750.00	\$ 1,437.50	\$ 7.30
LAKE/FOUNTAIN MAINT.	\$ 5,000.00	\$ 3,592.76	\$ 4,500.00	\$ 1,125.00	\$ 5,000.00	\$ 1,250.00	\$ 6.35
SECURITY SYSTEM	\$ 1,300.00	\$ 1,790.65	\$ 2,000.00	\$ 500.00	\$ 1,200.00	\$ 300.00	\$ 1.52
GATE REPAIR	\$ 850.00	\$ 3,066.41	\$ 4,000.00	\$ 1,000.00	\$ 3,000.00	\$ 750.00	\$ 3.81
TOTAL GROUND EXPENSE	\$ 86,100.00	\$ 66,821.15	\$ 88,200.00	\$ 22,050.00	\$ 81,150.00	\$ 20,287.50	\$ 102.98

	2020 BUDGET YEAR	2020 YTD SEPT	2020 PROJECTED YEAR RESULTS	2020 PER QUARTER	2021 BUDGET YEAR	2021 PER QUARTER	2021 PER UNIT
BUILDINGS							
BUILDING MAINTENANCE	\$ 15,500.00	\$ 12,074.05	\$ 16,000.00	\$ 4,000.00	\$ 15,500.00	\$ 3,875.00	\$ 19.67
CLUBHOUSE ACTIVITY	\$ 6,000.00	\$ 578.71	\$ 1,500.00	\$ 375.00	\$ 4,500.00	\$ 1,125.00	\$ 5.71
TOTAL BUILDINGS EXPENSE	\$ 21,500.00	\$ 12,652.76	\$ 17,500.00	\$ 4,375.00	\$ 20,000.00	\$ 5,000.00	\$ 25.38
CONTRACTS							
SECURITY MONITORING	\$ 31,260.00	\$ 23,562.27	\$ 31,260.00	\$ 7,815.00	\$ 25,920.00	\$ 6,480.00	\$ 32.89
GROUNDS	\$ 223,219.16	\$ 166,027.95	\$ 223,219.16	\$ 55,804.79	\$ 230,300.08	\$ 57,575.02	\$ 292.26
IRRIG PREVENTATIVE MAINT.	\$ 2,180.00	\$ 2,850.00	\$ 2,850.00	\$ 712.50	\$ 2,850.00	\$ 712.50	\$ 3.62
POOL	\$ 7,600.00	\$ 5,535.00	\$ 7,400.00	\$ 1,850.00	\$ 8,000.00	\$ 2,000.00	\$ 10.15
CABLE CONTRACT	\$ 123,228.00	\$ 92,118.69	\$ 123,485.00	\$ 30,871.25	\$ 129,096.00	\$ 32,274.00	\$ 163.83
PEST CONTROL CLUBHOUSE	\$ 330.00	\$ 228.00	\$ 342.00	\$ 85.50	\$ 342.00	\$ 85.50	\$ 0.43
TOTAL CONTRACT EXPENSE	\$ 387,817.16	\$ 290,321.91	\$ 388,556.16	\$ 97,139.04	\$ 396,508.08	\$ 99,127.02	\$ 503.18
INSURANCE FEES & TAXES							
PACKAGE INSURANCE	\$ 9,769.50	\$ 7,301.27	\$ 9,750.00	\$ 2,437.50	\$ 10,200.00	\$ 2,550.00	\$ 12.94
CORPORATE ANNUAL REPORT	\$ 61.84	\$ 61.25	\$ 61.25	\$ 15.31	\$ 96.59	\$ 24.15	\$ 0.12
TAXES/LICENSES - FEDERAL & STATE	\$ 425.00	\$ 375.00	\$ 375.00	\$ 93.75	\$ 423.00	\$ 105.75	\$ 0.54
TOTAL INSURANCE, TAXES & FEES	\$ 10,256.34	\$ 7,737.52	\$ 10,186.25	\$ 2,546.56	\$ 10,719.59	\$ 2,679.90	\$ 13.60
ADMINISTRATION							
LEGAL/ACCOUNTING EXPENSE	\$ 1,200.00	\$ 1,130.00	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2.54
MANAGEMENT FEE	\$ 23,640.00	\$ 17,730.00	\$ 23,640.00	\$ 5,910.00	\$ 23,640.00	\$ 5,910.00	\$ 30.00
OFFICE EXPENSE	\$ 2,000.00	\$ 1,629.25	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2.54
WEBSITE MANAGEMENT	\$ 225.00	\$ 203.37	\$ 203.37	\$ 50.84	\$ 207.33	\$ 51.83	\$ 0.26
UNINSURED STORM LOSS	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 7,000.00	\$ 1,750.00	\$ 8.88
TRANSFER TO RESERVES	\$ 48,246.00	\$ 36,184.50	\$ 48,246.00	\$ 12,061.50	\$ 49,211.00	\$ 12,302.75	\$ 62.45
BAD DEBT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MASTER POA ASSN ASSESSMENT	\$ 7,092.00	\$ 5,319.00	\$ 7,092.00	\$ 1,773.00	\$ 7,092.00	\$ 1,773.00	\$ 9.00
TOTAL ADMINISTRATION EXPENSE	\$ 89,403.00	\$ 62,196.12	\$ 83,181.37	\$ 20,795.34	\$ 91,150.33	\$ 21,014.58	\$ 106.67
TOTAL EXPENSES	\$ 629,784.00	\$ 462,038.00	\$ 617,773.78	\$ 154,443.45	\$ 632,328.00	\$ 156,309.00	\$ 793.45
UNDER BUDGET/ (OVER BUDGET)	\$ -	\$ 8,197.91	\$ 8,897.22	\$ 2,224.30	\$ -	\$ -	\$ -
2020							
BASE HOA ASSESSMENT PER QUARTER	\$595.00				BASE HOA ASSESSMENT PER QUARTER	\$	2021
ADD CABLE TV PER QUARTER	\$189.00				ADD CABLE TV PER QUARTER	\$	\$599.00
ADD SECURITY MONITORING PER QTR	\$48.00				ADD SECURITY MONITORING PER QTR	\$	\$198.00
TOTAL QTLY ASSESSMENT PER HOME	\$832.00				TOTAL QTLY ASSESSMENT PER HOME		\$845.00
2021							
BASE HOA QTLY ASSESSMENT PER HOME							
HOMES WITHOUT TV CABLE/SECURITY							
	\$595.00				BASE HOA QTLY ASSESSMENT PER HOME		\$599.00
					HOMES WITHOUT TV CABLE/SECURITY		

2021 DEER LAKE MASTER PROPERTY OWNERS ASSN. ANNUAL BUDGET

FOR THE PERIOD: JANUARY 1, 2021 - DECEMBER 31, 2021 - DRAFT

	2020 BUDGET YEAR	2020 YTD SEPT	2020 PROJECTED YEAR	2021 BUDGET YEAR	2021 BUDGET PER QUARTER
INCOME					
ASSESSMENTS-DEER LAKE	\$ 7,092.00	\$ 5,319.00	\$ 7,092.00	\$ 7,092.00	\$ 1,773.00
ASSESSMENTS-CYPRESS WALK	\$ 2,605.00	\$ 1,953.75	\$ 2,605.00	\$ 2,605.00	\$ 651.25
INTEREST-BANK	\$ -	\$ -	\$ -	\$ -	\$ -
PRIOR YEAR CASH	\$ 6,625.00	\$ 4,968.75	\$ 6,625.00	\$ 6,625.00	\$ 1,656.25
TOTAL INCOME	\$ 16,322.00	\$ 12,241.50	\$ 16,322.00	\$ 16,322.00	\$ 4,080.50
EXPENSES					
EXOTIC TREAT. MAINT.	\$ 7,400.00	\$ 4,350.00	\$ 8,050.00	\$ 8,000.00	\$ 2,000.00
REPAIRS/DRAINAGE MAINT.	\$ 450.00	\$ -	\$ -	\$ -	\$ -
TOTAL GROUNDS	\$ 7,850.00	\$ 4,350.00	\$ 8,050.00	\$ 8,000.00	\$ 2,000.00
INSURANCE FEES & TAXES					
INSURANCE/TAXES	\$ 4,565.00	\$ 3,364.02	\$ 4,565.00	\$ 4,674.00	\$ 1,168.50
CORPORATE ANNUAL REPORT	\$ 62.00	\$ 61.25	\$ 61.25	\$ 62.00	\$ 15.50
TOTAL INSURANCE/TAX/FEES	\$ 4,627.00	\$ 3,425.27	\$ 4,626.25	\$ 4,736.00	\$ 1,184.00
ADMINISTRATION					
LEGAL/ACCOUNTING FEE	\$ 445.00	\$ 206.50	\$ 175.00	\$ 286.00	\$ 71.50
MANAGEMENT FEE	\$ 3,000.00	\$ 2,250.00	\$ 3,000.00	\$ 3,000.00	\$ 750.00
OFFICE EXPENSE	\$ 400.00	\$ 62.95	\$ 300.00	\$ 300.00	\$ 75.00
TOTAL ADMINISTRATION	\$ 3,845.00	\$ 2,519.45	\$ 3,475.00	\$ 3,586.00	\$ 896.50
TOTAL EXPENSES	\$ 16,322.00	\$ 10,294.72	\$ 16,151.25	\$ 16,322.00	\$ 4,080.50
TOTAL INCOME MINUS EXPENSE	\$ -	\$ 1,946.78	\$ 170.75	\$ -	\$ -

DEER LAKE HOA BOARD APPROVED
MEMBER ELECTION PROCESS FOR 2021

An Election will be held at the Annual Homeowners meeting scheduled for Wednesday, January 27th 2021 to fill two expiring positions (George Boyer and Rob Cooper).

Current HOA Board Members are:

George Boyer – Term expires Jan. 2021

Robert Cooper – Term expires Jan. 2021

Charlie Kelly – Term expires Jan. 2022

Karen Martin – Term expires Jan. 2022

Bradley Messina- Term expires Jan. 2023

- The Term of each Board Member Seat is for three years.
- This Board approved election process will be followed and communicated by mail to each homeowner.
- Any homeowner in good standing (current in Association Dues payment), wishing to run for a Board Seat should contact Pat Schoo at Schoo Association Management in writing or by email no later than Nov. 24, 2020.
- Homeowner election candidates are encouraged to prepare and provide a one page Bio to Pat Schoo at Schoo Association Management no later than Nov. 24, 2020. Additionally, candidates may submit an article of up to 100 words for placement in the January 2021 newsletter and website, in writing or by email, to Pat Schoo at Schoo Association Management no later than November 24, 2020.
- At the December 2nd Board Meeting of the HOA, a Ballot will be created containing all of the names of homeowners (in good standing) who made it known to the Board that they want to run in the Election for the open Board position. The Board will distribute the ballot and Annual Meeting and Election notice by mail to all homeowners along with copies of any one page Bios that were received.

DEER LAKE MASTER POA BOARD MEMBER ELECTION PROCESS FOR 2021

An Election will be held at the Annual Homeowners/Members meeting scheduled for Wednesday, January 27th 2021 to fill one expiring position.

Current HOA Board Members are:

George Boyer – Term expires Jan. 2021

Robert Cooper – Term expires Jan. 2023

Charlie Kelly – Term expires Jan. 2023

- Term of each Board Member Seat is for three years.
- A Board approved election process will be followed and communicated by mail to each voting member.
- Any member in good standing (current in Association Dues payment), wishing to run for a Board Seat should contact Pat Schoo at Schoo Association Management in writing or by email no later than Nov. 24, 2020.
- Member election candidates are encouraged to prepare and provide a one page Bio to Pat Schoo at Schoo Association Management in writing or by email no later than Nov. 24, 2020.
- No later than December 14, 2020, a Ballot for the one open Board position will be mailed to the Voting members of the Deer Lake HOA Board and the Cypress Walk HOA along with copies of any one page Bios that were received.
- The entire voting interests of the Deer Lake Homeowners Association will be determined by a majority vote of the Deer Lake HOA Board members at the Deer Lake HOA Annual Membership meeting scheduled for January 27, 2021 beginning at 7:00 PM.
- At the Master POA Annual Meeting January 27, 2021 beginning at 8:30PM:
 - The Deer Lake HOA President will cast votes for the one available Deer Lake Master POA Board seat representing the entire voting interest of the Deer Lake Homeowners Association, Inc. which represents 73.13% of all voting interests of the Deer Lake Master POA.
 - The Cypress Walk HOA President will have the opportunity by ballot to cast a 26.87% share of votes in person at this meeting or by a proxy ballot if received by Pat Schoo, at Schoo Association Management at least 3 days prior to the start of this Annual Meeting.

DEER LAKE HOMEOWNERS ASSOCIATION, INC.

A Corporation Not-for-Profit

NOTICE TO ASSOCIATION MEMBERS OF BOARD OF DIRECTORS MEETING

NOTICE IS HEREBY GIVEN in accordance with the Bylaws of the Association, the Florida Statutes, and Rule 61B-23.0021, Florida Administrative Code, you are hereby notified that the Board of Directors Meeting of the Deer Lake Homeowners Association, Inc., will be held at the following date, time and place:

Date of Meeting: Wednesday, December 2, 2020 Starting Time 7PM Eastern Time (US and Canada)

Deer Lake HOA will host a Virtual Video and Audio meeting via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/7515919132?pwd=UE96WlAwOEISZWpxdm5oZG1ha1prZz09>

Meeting ID: **751 591 9132**

Passcode: **apple**

One tap mobile

+16465588656,,7515919132#,,,,,0#,,241732# US (New York)

+13017158592,,7515919132#,,,,,0#,,241732# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: **751 591 9132**

Passcode: **241732**

Find your local number: <https://us02web.zoom.us/j/kc3Jr6boX5>

Deer Lake HOA Agenda:

The order of business for the Board of Directors Meeting shall be:

1. Call to Order & Proof of Notice of Meeting
2. Approval of minutes of the previous meeting
3. Report by the President
4. Unfinished Old Business
 - a. Approval of 2020 HOA Budget and Assessments
5. New Business
 - a. Time allotted for Candidates for Board Seat Election
 - b. Establish Annual Meeting details and date as January 27th, 2021
6. Community Input
7. Adjournment

This notice has been posted upon the property this 1st day of November, 2020 by the order of the Board of Directors and in compliance with FL Statues 720.303 (2), F.S.

George Boyer – President, Deer Lake Homeowners Association

DEER LAKE MASTER PROPERTY OWNERS ASSOCIATION, INC.

A Corporation Not-for-Profit

NOTICE TO ASSOCIATION MEMBERS OF BOARD OF DIRECTORS MEETING

NOTICE IS HEREBY GIVEN in accordance with the Bylaws of the Association, the Florida Statutes, and Rule 61B-23.0021, Florida Administrative Code, you are hereby notified that the Board of Directors Meeting of the Deer Lake Master Property Owners Association, Inc., will be held at the following date, time and place:

Date of Meeting: Wednesday, December 2, 2020 Starting Time 8 PM Eastern Time (US and Canada)

Deer Lake Master POA will host a Virtual Video and Audio meeting via Zoom.

Join Zoom Meeting using this Link:

<https://us02web.zoom.us/j/7515919132?pwd=UE96WlAwOEISZWpxdm5oZG1ha1prZz09>

Meeting ID: **751 591 9132**

Passcode: **apple**

One tap mobile

+16465588656,,7515919132#,,,,,0#,,241732# US (New York)

+13017158592,,7515919132#,,,,,0#,,241732# US (Germantown)

Dial by your location

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+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: **751 591 9132**

Passcode: **241732**

Find your local number: <https://us02web.zoom.us/j/kc3Jr6boX5>

Deer Lake Master POA Agenda:

The order of business for the Board of Directors Meeting shall be:

1. Call to Order & Proof of Notice of Meeting
2. Approval of minutes of the previous meeting
3. Report by the President
4. Unfinished Old Business
 - a. Approval of 2020 MASTER POA Budget and Assessments
5. New Business
 - a. Time allotted for Candidates for Board Seat Election
 - b. Establish Annual Meeting details and date as January 27th, 2021
6. Community Input
7. Adjournment

This notice has been posted upon the property this 1st day of November, 2020 by the order of the Board of Directors and in compliance with FL Statues 720.303 (2), F.S.

George Boyer – President, Deer Lake Master POA Association