

**DEER LAKE HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEMBERSHIP MEETING**  
**January 25, 2023**  
**Unapproved Minutes**

**Call to Order:** George Boyer called the meeting to order at 7:00 p.m.

**The meeting notice was posted (signs at Entrance and Clubhouse), and mailed to all homeowners as required. It was also noticed in the Newsletter.**

**Establish a Quorum:** The quorum (30%) was met with the presence and proxies of 84 owners. Present were Board Members: George Boyer, Bradley Messina, Bill Snodgrass, and Steve Kowalski. Karen Martin was excused. Also present were Pat Schoo, Community Association Manager, and Joann Van Tine from Schoo Association Management.

**Approval of the Minutes:** George had a "handout" for all present with minutes and reports. Minutes from last year's meeting on January 26, 2022, were approved.

**President's Report:** As presented to homeowners - see attached.

**New Business:** Board Member Election Results – The ballots were counted and the results were: Greg Eaton 33, Bradley Messina 32. Greg Eaton will become a board member and Bradley Messina will leave the board. There were three write-in votes: Dave Patterson 1, Bill Colborn 1, and Thomas Bruszezi 1.

Proxy vote #1 Should the Association rollover excess funds, if any, at the end of year December 31, 2022, to the operating account in January 2023? (The Board recommends that you vote "YES")

There were 80 Yes votes in favor and 4 opposed. **Proxy #1 was approved.**

**Community Input:** An Owner brought up that they are very unhappy with Estate Landscaping and asked if there were any other bids obtained for the hurricane landscape debris cleanup. Pat Schoo responded that all landscape contractors will work first with their own communities and make them a priority in the event of a major event if you sign up with them for disaster recovery. To go with an unknown vendor would have left Deer Lake at the end of a long list because they would not have been a priority to a contractor that doesn't work for Deer Lake.

Thomas Bruzzesi brought up a traffic speeding issue. He suggested trying a speed bump on a test road to see if it will help slow traffic. George Boyer responded with the option of surveying the community to see what traffic options they might be in favor of. George will put that on the agenda for the next meeting.

Mr. Bruzzesi also brought up the topic of people parking their cars on the street facing in the wrong direction. George responded that there are currently many vendors and contractors operating in Deer Lake which may contribute to a high volume of on-street parking at this time.

Adjournment: With no further business to discuss, a homeowner made a motion to adjourn the meeting and another homeowner seconded the motion. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Joann M. Van Tine  
Administrative Assistant  
School Association Management



## Casa del Lago 2022 A Year in Review

### Volunteer Activities and Celebrations

- We are blessed to have an army of volunteers who serve their neighbors. Our volunteers save us money. They promote social events that help us get to know and enjoy our neighbors. We celebrate our Volunteers!
- Thank you Hurricane Volunteers for helping us minimize damage and costs from a hurricane by removing the tennis court screens and then replacing them afterwards, for moving the outdoor furniture at the clubhouse pool area inside and afterwards moving it back outside, for repairing all of our damaged and bent street signs and damaged mailboxes.
- Thank You Pool Testing Volunteers: David Minnick and Bill Snodgrass who faithfully test our pool chemicals FIVE DAYS a week ALL YEAR LONG saving us roughly \$6,000 annually.
- Thank you to our Architectural Review Board volunteers for processing over 50 ARB applications this year such as for roof replacements, house painting, swimming pools, and more.
- Thank you Newsletter Volunteers, Barbara (Editor) and Ben Shearer (Fun Facts and Trivia) who produced our MONTHLY community newsletter which is distributed by email and provided in print.
- Thank you Clubhouse Committee Volunteers and Committee Chairwoman Sheryl Colborn, who organized three Happy Hour Events and two sit down dinner events. We had a fun Halloween costume party with Disco music by volunteer Fred Pinto. Our Christmas party featured LIVE entertainment provided by Mary Gritmaker and her dance troupe "SWFL Girls at Play!".
- Thank you Clubhouse Committee for decorating the clubhouse and entranceway (and removing it) for Christmas at no cost to the community.
- Thank you to the community artists who organized and hosted a December ART SHOW and SALE at our clubhouse. Just in time for holiday present shopping!
- Thank you to our clubhouse Librarians Barbara Shearer and Cindy Harcar who organize and process returns and update with new books to keep it interesting.
- Thank you volunteer Hurricane committee chair, John Chancellor who provided Hurricane preparation guides available at the clubhouse and valuable updates to the community.
- Thank you Marc Lapham, who respectfully manages our entranceway Flag Pole!
- Thank you homeowners for your Private Clubhouse Rentals. This year, our clubhouse out was rented out twenty four times providing us with income of \$2,800.
- Thank you to the Garage Sale volunteers who organize our February Community garage sales.
- Thank you to Volunteers who year round replace damaged mailboxes and posts and saving us money.
- Thank you to the Board of Director Members who volunteer and oversee the running of this community.
- AND Thanks to all the Volunteers that I've forgotten to mention. Such as those who help pick up litter, fix, clean or paint things and dress up the community clubhouse and common areas.



## 2022 Hurricane Ian:

### The Preparation, the Debris Clean up and the Special Assessment

#### 1. The Preparation Prior to Ian:

- Hardwood trees and palm trees trimmed and all coconuts were removed.
- The storm drainage system was inspected and cleaned out
- We had 36 inches of rain fall during the two months August and September but no home flooding.
- Volunteers moved clubhouse pool furniture inside and removed tennis court wind screens.
- Our landscape contractor, Estate Landscaping asked for and was given authorization to clean up debris after the hurricane. Our landscape contractor is one of the largest. 90% of their customers (more than 50 homeowner associations), also authorized Estate at the same terms.

#### 2. After the Hurricane - The Debris Clean up:

- Hurricane Ian struck our community on Sept 28-29th with little warning.
- It took just 15 days for our landscaper to remove the hurricane debris from yards and haul it off.
- Estate removed and chopped up over 40 fallen palm trees and hardwood trees.
- We had mountains of branches, fronds, and damaged shrubs moved off all lawns.
- We didn't lose any sod this time because the debris was consolidated into large piles on stub roads.
- It took 18 large truckloads, each load was 50 cubic yards, to remove the debris from our community.

#### 3. The Special Assessment

- The cost of the Estate debris clean-up and removal was billed on three invoices.
- The last one dated October 15th. Total expense was \$124,509 which exceeded funds in our operating account. Board members and Pat Schoo were consulted about this cost and a Board Meeting was scheduled for November 2nd. Homeowner notice was posted October 22nd.
- At the Nov.2nd Board meeting, our Board approved payment to Estates for the debris invoices by borrowing Reserve funds. The Board also approved repaying the Reserves by use of a Special Assessment charged to homeowners at \$632 per home. The Board also approved the letter that was sent to homeowners notifying homeowners of the Nov. 30th Board Meeting where the Special Assessment of \$632 would be considered.
- At the Nov. 30th Board meeting, the Board approved the \$632 per home special assessment.

### HOA Association 2022 Financial Summary

- Total 2022 Association Income was \$659,192. Total Expenses were \$646,233. Total Revenue minus Total Expenses resulted in a Net income of \$12,960 for the year.
- The 2023 Board Approved Budget increased Quarterly Assessments from \$870 to \$900 an increase of 3.4%.
- HOA Reserve Balance has increased by 7% to \$350,727 compared to the prior year end.
  - A total \$29,453 of the Association Reserves were used during 2022 to replace or make repair to major equipment and structures.
  - The largest Reserve single expenditure was \$15,635 spent for the survey of and clean out of the storm drainage system.



**2023 DEER LAKE HOA BOARD APPROVED BUDGET AS OF 1.19.23**  
**FOR THE PERIOD: JANUARY 1, 2023 - DECEMBER 31, 2023**

	2022 BUDGET YEAR	2022 TOTAL YEAR END ACTUAL RESULTS	2023 BUDGET YEAR
<b>INCOME</b>			
BASE ASSESSMENT PER HOMES	\$ 508,260.00	\$ 508,260.00	\$ 531,112.00
CABLE TV . ASSESSMENT	\$ 136,268.00	\$ 136,268.00	\$ 168,432.00
ADT SECURITY FEE - DISCONTINUED 2022	\$ 8,640.00	\$ 8,640.00	\$ -
COMCAST CONTRACT SIGNING BONUS	\$ -	\$ -	\$ 19,700.00
<b>COMBINED ASSESSMENT FEES</b>	<b>\$ 653,168.00</b>	<b>\$ 653,168.00</b>	<b>\$ 719,244.00</b>
GATE OPENER AND KEY FEES	\$ 400.00	\$ 293.14	\$ 400.00
LATE FEE	\$ 1,200.00	\$ 925.00	\$ 1,200.00
INTEREST - BANK	\$ 280.00	\$ 256.60	\$ 280.00
INTEREST - OWNER	\$ -	\$ 69.60	\$ -
LEGAL FEES - OWNERS	\$ -	\$ 780.00	\$ -
OTHER INCOME/BACKGROUND CHECKS	\$ 3,500.00	\$ 3,700.00	\$ 2,500.00
<b>TOTAL INCOME</b>	<b>\$ 658,548.00</b>	<b>\$ 659,192.34</b>	<b>\$ 723,624.00</b>
<b>UTILITIES</b>			
ELECTRIC	\$ 31,106.00	\$ 32,978.46	\$ 35,000.00
WATER & SEWER	\$ 3,750.00	\$ 2,657.13	\$ 2,800.00
TELEPHONE	\$ 900.00	\$ 801.21	\$ 900.00
<b>TOTAL UTILITES EXPENSE</b>	<b>\$ 35,756.00</b>	<b>\$ 36,436.80</b>	<b>\$ 38,700.00</b>
<b>GROUNDS</b>			
TREE TRIMMING	\$ 16,000.00	\$ 15,592.62	\$ 23,000.00
PLANT/SOD REPLACEMENT	\$ 40,000.00	\$ 24,479.72	\$ 32,280.00
IRRIGATION REPAIRS	\$ 20,000.00	\$ 18,917.64	\$ 20,000.00
RUST REPELLENT SYSTEM	\$ 8,820.00	\$ 8,050.00	\$ 9,540.00
POOL REPAIRS	\$ 2,800.00	\$ 7,640.79	\$ 7,000.00
LAKE/FOUNTAIN MAINT.	\$ 5,000.00	\$ 4,812.73	\$ 5,500.00
SECURITY SYSTEM	\$ 1,000.00	\$ 1,352.04	\$ 1,000.00
GATE REPAIR	\$ 3,200.00	\$ 1,904.27	\$ 3,000.00
<b>TOTAL GROUNDS EXPENSE</b>	<b>\$ 96,820.00</b>	<b>\$ 82,749.81</b>	<b>\$ 101,320.00</b>

	2022 BUDGET YEAR	2022 YTD ACTUAL RESULTS	2023 BUDGET YEAR
<b>BUILDINGS</b>			
BUILDING MAINTENANCE	\$ 15,000.00	\$ 12,843.41	\$ 15,000.00
CLUBHOUSE ACTIVITY	\$ 3,500.00	\$ 4,246.76	\$ 4,000.00
<b>TOTAL BUILDINGS EXPENSE</b>	<b>\$ 18,500.00</b>	<b>\$ 17,090.17</b>	<b>\$ 19,000.00</b>
<b>CONTRACTS</b>			
SECURITY MONITORING	\$ 8,640.00	\$ 7,753.50	\$ -
GROUNDS	\$ 232,600.00	\$ 233,942.84	\$ 241,967.46
IRRIG PREVENTATIVE MAINT.	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00
POOL	\$ 7,980.00	\$ 8,460.00	\$ 9,000.00
CABLE CONTRACT	\$ 136,185.00	\$ 136,164.84	\$ 168,432.00
PEST CONTROL CLUBHOUSE	\$ 348.00	\$ 413.00	\$ 348.00
<b>TOTAL CONTRACT EXPENSE</b>	<b>\$ 385,503.00</b>	<b>\$ 389,584.18</b>	<b>\$ 422,557.46</b>
<b>INSURANCE FEES &amp; TAXES</b>			
PACKAGE INSURANCE	\$ 17,500.00	\$ 19,427.38	\$ 23,400.00
CORPORATE ANNUAL REPORT	\$ 65.15	\$ 61.25	\$ 153.69
TAXES/LICENSES - FEDERAL & STATE	\$ 1,200.00	\$ 677.00	\$ 1,000.00
<b>TOTAL INSURANCE, TAXES &amp; FEES</b>	<b>\$ 18,765.15</b>	<b>\$ 20,165.63</b>	<b>\$ 24,553.69</b>
<b>ADMINISTRATION</b>			
LEGAL/ACCOUNTING EXPENSE	\$ 2,000.00	\$ 3,502.50	\$ 3,500.00
MANAGEMENT FEE	\$ 23,640.00	\$ 23,640.00	\$ 23,640.00
OFFICE EXPENSE	\$ 2,300.00	\$ 4,446.89	\$ 3,000.00
WEBSITE MANAGEMENT	\$ 288.00	\$ 208.37	\$ 249.00
UNINSURED LOSS/CONTINGENCY	\$ 7,000.00	\$ 3,532.40	\$ 21,184.00
TRANSFER TO RESERVES	\$ 50,195.00	\$ 50,195.04	\$ 51,199.00
BAD DEBT	\$ -	\$ -	\$ -
MASTER POA ASSN ASSESSMENT	\$ 14,680.85	\$ 14,680.85	\$ 14,680.85
<b>TOTAL ADMINISTRATION EXPENSE</b>	<b>\$ 100,103.85</b>	<b>\$ 100,206.05</b>	<b>\$ 117,452.85</b>
<b>TOTAL EXPENSES</b>	<b>\$ 658,548.00</b>	<b>\$ 646,232.64</b>	<b>\$ 723,624.00</b>
<b>NET INCOME (LOSS)</b>	<b>\$ -</b>	<b>\$ 12,959.70</b>	<b>\$ -</b>
<b>163 HOMES WITH COMCAST TV SERVICE</b>	<b>2022 Assessments</b>	<b>2023 Assessments</b>	<b>2023 Per Quarter</b>
BASE HOA ASSESSMENT PER QUARTER	\$645.00	Base Charge	\$ 674.00
ADD CABLE TV PER QUARTER	\$209.00	Cost of TV 12 months	\$226.00
ADD SECURITY MONITORING PER QTR	\$16.00	& Internet 8 months	
<b>TOTAL QTLY ASSESSMENT PER HOME</b>	<b>\$870.00</b>	<b>Total QTLY</b>	<b>\$ 900.00</b>
<b>34 HOMES WITHOUT COMCAST TV SERVICE</b>	<b>2022</b>	<b>2023</b>	<b>2023 Per Quarter</b>
BASE HOA ASSESSMENT PER QUARTER	\$645.00	Base Charge	\$ 674.00
ADD CABLE TV PER QUARTER	NONE	Cost of TV/Internet	\$155.00
ADD SECURITY MONITORING PER QTR	NONE	for 8 months	
<b>TOTAL QTLY ASSESSMENT PER HOME</b>	<b>\$645.00</b>	<b>Total QTLY</b>	<b>\$ 829.00</b>

# Deer Lake HOA, Reserve Balance Update - as of December 31, 2022

## Cash Flow Analysis of Reserve Accounts

As Updated Using Actual Results and Projected Through 2042

Period	Beginning Balance	Annual Contribution	Interest Earned	Expenditures	Ending Balance
01/13 - 12/13	\$ 199,704.78	\$ 42,002.00	\$ 1,253.08	\$ 45,732.94	\$ 197,226.92
01/14 - 12/14	\$ 197,226.92	\$ 42,843.00	\$ 1,256.61	\$ 10,861.99	\$ 230,464.54
01/15 - 12/15	\$ 230,464.54	\$ 43,700.04	\$ 2,045.17	\$ 15,404.52	\$ 260,805.23
01/16 - 12/16	\$ 260,805.23	\$ 44,574.00	\$ 1,004.95	\$ 35,100.39	\$ 271,283.79
01/17 - 12/17	\$ 271,283.79	\$ 45,465.00	\$ 1,319.86	\$ 20,100.16	\$ 297,968.49
01/18 - 12/18	\$ 297,968.49	\$ 46,374.00	\$ 3,530.14	\$ 27,726.59	\$ 320,146.04
01/19 - 12/19	\$ 320,146.04	\$ 47,300.04	\$ 3,315.20	\$ 107,272.00	\$ 263,489.28
01/20 - 12/20	\$ 263,489.28	\$ 48,246.00	\$ 3,734.45	\$ 19,016.04	\$ 297,565.69
01/21 - 12/21	\$ 297,565.69	\$ 49,211.00	\$ 2,943.87	\$ 20,846.98	\$ 327,618.75
01/22 - 12/22	\$ 327,618.75	\$ 50,195.04	\$ 2,366.52	\$ 29,452.99	\$ 350,727.32
TEN YEAR SUM		\$ 459,910.12	\$ 22,769.85	\$ 331,514.60	\$ 350,727.32

Period	Beginning Balance	Contribution	Interest Earned	Expenditures	Ending Balance
01/23 - 12/23	\$ 350,727.32	\$ 51,199.00	\$ 2,766.95	\$ 33,000.00	\$ 371,693.27
01/24 - 12/24	\$ 371,693.27	\$ 52,222.98	\$ 3,018.12	\$ 21,500.00	\$ 405,434.37
01/25 - 12/25	\$ 405,434.37	\$ 53,267.44	\$ 1,819.38	\$ 216,118.00	\$ 244,403.19
01/26 - 12/26	\$ 244,403.19	\$ 54,332.79	\$ 1,449.11	\$ 105,521.00	\$ 194,664.09
01/27 - 12/27	\$ 194,664.09	\$ 55,419.44	\$ 1,763.13	\$ 15,000.00	\$ 236,846.66
01/28 - 12/28	\$ 236,846.66	\$ 56,527.83	\$ 1,957.70	\$ 32,348.00	\$ 262,984.19
01/29 - 12/29	\$ 262,984.19	\$ 57,658.39	\$ 2,067.32	\$ 45,000.00	\$ 277,709.90
01/30 - 12/30	\$ 277,709.90	\$ 58,811.56	\$ 2,223.91	\$ 40,000.00	\$ 298,745.37
01/31 - 12/31	\$ 298,745.37	\$ 59,987.79	\$ 2,542.25	\$ 19,767.00	\$ 341,508.40
01/32 - 12/32	\$ 341,508.40	\$ 61,187.54	\$ 2,537.82	\$ 64,320.00	\$ 340,913.77
	\$ 350,727.32	\$ 560,614.77	\$ 22,145.68	\$ 592,574.00	\$ 340,913.77

Period	Beginning Balance	Contribution	Interest Earned	Expenditures	Ending Balance
01/33 - 12/33	\$ 340,913.77	\$ 62,411.30	\$ 2,702.81	\$ 42,950.00	\$ 363,077.88
01/34 - 12/34	\$ 363,077.88	\$ 63,659.52	\$ 3,000.33	\$ 26,693.00	\$ 403,044.73
01/35 - 12/35	\$ 403,044.73	\$ 64,932.71	\$ 3,456.93	\$ 7,054.00	\$ 464,380.37
01/36 - 12/36	\$ 464,380.37	\$ 66,231.37	\$ 3,903.01	\$ 10,210.00	\$ 524,304.75
01/37 - 12/37	\$ 524,304.75	\$ 67,555.99	\$ 4,036.88	\$ 53,610.00	\$ 542,287.62
01/38 - 12/38	\$ 542,287.62	\$ 68,907.11	\$ 2,286.38	\$ 306,344.00	\$ 307,137.11
01/39 - 12/39	\$ 307,137.11	\$ 70,285.26	\$ 1,842.91	\$ 131,701.00	\$ 247,564.28
01/40 - 12/40	\$ 247,564.28	\$ 71,690.96	\$ 1,819.49	\$ 76,656.00	\$ 244,418.73
01/41 - 12/41	\$ 244,418.73	\$ 73,124.78	\$ 2,231.85	\$ 19,963.00	\$ 299,812.37
01/42 - 12/42	\$ 299,812.37	\$ 74,587.28	\$ 2,616.76	\$ 25,498.00	\$ 351,518.40
	\$ 340,913.77	\$ 683,386.27	\$ 27,897.37	\$ 700,679.00	\$ 351,518.40

### Assumptions Used

- 1 Interest earned at a rate of .75% annually
- 2 Contribution amount increases by 2% each year
- 3 Rate of inflation 2% increase per year



## **2023 Priorities**

### **The President's Message at the January 25, 2023 Annual Members Meeting**

#### **2023 Board Priorities**

- **Right now we're cleaning up the remaining hurricane damaged trees and palms , tree stumps, tree and palm seed pod trimming, and palm replacements.** The work should be completed by February.
- **We have a Public Adjuster working for us to help increase our hurricane damage reimbursement** from our property insurance company. We have extensive property damage to our clubhouse, our recreational areas, our entrance wall and gate house, our debris clean up costs, our tiki hut roof replacement and many other areas. It will take several months to reach an acceptable insurance settlement Our goal is to receive every last dollar that we are owed.
- **We need to sign New Insurance policies by February.** Board members will be meeting with our insurance agency and approving new insurance policies for property, liability, theft, officer and director insurance, umbrella policy, and workman's comp. Renewal occurs each year and policies start on March 1st. Rising insurance costs is an issue currently. Our 2023 Budget has factored in an estimated cost increase for insurance of 20%.
- **We have a CPA firm that will begin conducting an Audit of our 2022 financial records** and provide findings and recommendations for improving our policies and accounting methods. Board members and School will need to be fully involved in this audit. The final CPA report should be done by late spring.
- **A Hurricane Response Plan needs to be developed by our Board** prior to the start of the hurricane season. We will review our past experience, see what else is available to assist us and investigate ways to mitigate the cost to our community in the event of another major hurricane event.
- **Bidding and construction work will begin shortly after settlement** of our insurance claims. The Board will need to determine how and where to put insurance claim money to work. Such as replacing or repairing the clubhouse roof, replacing or repairing fencing, repairing light fixtures at the tennis courts, repainting and repairing our entrance walls and gate house, and any other areas that have yet to be repaired or replaced. The bidding and actual contractor work could take the rest of the year to complete.
- **The Board approved Comcast TV and Internet Service to all 197 homes begins May 1st.** In April, our association will be assisting homeowners with the expansion of the Comcast TV and Internet bulk services to more community homes. Based on our survey of the community internet usage, the new internet bulk discount rate service should save each of our homeowners about \$1,000 per year.

- **A New Landscape Contract needs to be negotiated for 2024.** This year is the last year of our current three year landscape contract with Estate Landscaping. Landscaping expenses are the largest portion of our association budget. The Board will be involved in the review of bidding process. This has been done before and it's a lengthy process that will begin in June and must be completed by September, with a contract approval shortly afterwards.
- **Is a new Reserve Study needed?** Having an updated professional reserve study done in 2023 may be good timing for the Board to approve. A Reserve Study completed by a professional firm will determine if we're adequately reserving enough money to replace or repair major common area items such as paving our roads, repairing buildings and purchasing new clubhouse furnishings and equipment. This year our Budget includes \$51,000 for Reserve account funding.
- **Our 2024 Draft Budget will need to be completed by September.** The Board will need to be involved in considering changes in expenses for the coming year. Final approval of the 2024 Budget will be late November.
- **Normal Day to Day challenges won't stop either.** Who knows what the next emergency will be? For sure, we count on our volunteers who help us control our costs where possible.
- **All of these items have associated financial costs to our community** with the objective to improving the quality of life and the well-being of our community members.

Thank you, Neighbors and Volunteers!

*George Boyer*

Deer Lake HOA President