

**MINUTES OF MEETING  
LAKE DEER  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lake Deer Community Development District was held Tuesday, **September 7, 2021** at 2:00 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairman
Justin Frye	Assistant Secretary
Andrew Rhinehart	Assistant Secretary
Patrick Marone	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	KE Law Group
Rey Malave <i>by Zoom</i>	Dewberry
Margie Lloyd <i>by Zoom</i>	Dewberry

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oath of Office to Newly Elected Board Member Patrick Marone (Elected at Previous Landowners' Meeting on August 3, 2021)**

Ms. Burns stated that she swore in Supervisor Marone prior to the start of the meeting.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the August 3, 2021  
Landowners' Meeting and Board of  
Supervisors Meeting**

Ms. Burns presented the minutes of the August 3, 2021 Board of Supervisors meeting and Landowners' meeting and asked for any comments or corrections from the Board. There being no changes, there was a motion of approval.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Minutes from the August 3, 2021 Landowners' Meeting and Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

**A. Public Hearing on the Adoption of the District's Fiscal Year 2020-2021 and 2021-2022 Budgets**

Ms. Burns stated that the public hearing was published in the paper and mailed notice was sent to the property owners.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Public Hearing was Opened.

**i. Consideration of Resolution 2021-33 Adoption of the District's Fiscal Year 2020-2021 and 2021-2022 Budgets and Appropriating Funds**

Ms. Burns stated that this resolution was included in the packets and that they had not changed since the Board saw them at the previous meeting. She stated also that administrative expenses would be billed as incurred. She offered to answer any questions from the Board. Hearing no questions,

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Resolution 2021-33 Adoption of the District's Fiscal Year 2020-2021 and 2021-2022 Budgets and Appropriating Funds, was approved.

On MOTION by Ms. Schwenk, seconded by Mr. Marone, with all in favor, the Public Hearing was Closed.

**SIXTH ORDER OF BUSINESS**

**Consideration of Notice of Phase 1 RFP for Construction Services and Approval of Evaluation Criteria – ADDED**

Ms. Burns stated that Mr. Marone estimated that the timeline for this was early to mid-October. Ms. Burns and Mr. Marone discussed and decided on a tentative date of October 1, 2021 with a pickup time of 8:00 a.m. at the engineering office. The Board authorized Mr. Marone to move the date if the engineer needed more time.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the Notice of Phase 1 RFP for Construction Services and Approval of Evaluation Criteria, Authorizing Staff to Issue the RFQ with the Dates Outlined, and Authorizing Mr. Marone to Move the Date if the Engineer Requires Additional Time, was approved.

**SEVENTH ORDER OF BUSINESS                      Consideration of Resolution 2021-34 Direct Purchase Resolution**

Ms. Burns stated that this would allow the District to directly purchase construction materials for the District and appoints either the District Manager or District Engineer as the purchasing agent as well.

On MOTION by Mr. Rhinehart, seconded by Mr. Marone, with all in favor, Resolution 2021-34 Direct Purchase Resolution, was approved.

**EIGHTH ORDER OF BUSINESS                      Staff Reports**

**A. Attorney**

Mr. Van Wyk stated that he did not have anything further to report.

**B. Engineer**

There was nothing further reported from the Engineer.

**C. District Manager’s Report**

**i. Approval of Funding Request #2**

Ms. Burns offered to answer questions from the Board.

On MOTION by Mr. Rhinehart, seconded by Ms. Schwenk, with all in favor, Funding Request #2, was approved.

