

**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 Wednesday, **July 19, 2023** at 2:47 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk  
Daniel Arnette  
Chuck Cavaretta

Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Roy Van Wyk  
Rey Malave *by Zoom*

District Manager, GMS  
District Counsel, KVV Law  
District Engineer, Dewberry

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Three Supervisors were present at roll call constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns stated that no members of the public were in attendance or on Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April 19, 2023  
Board of Supervisors Meeting**

Ms. Burns presented the minutes of the April 19, 2023 Board of Supervisors meeting and asked for a motion to approve.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Minutes of the April 19, 2023 Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Public Hearings**

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Lake Deer CDD

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Opening the Public Hearing, was approved.

There being no members of the public present, Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Closing the Public Hearing, was approved.

**A. Public Hearing on the Adoption of the Fiscal Year 2024 Budget**

**i. Consideration of Resolution 2023-03 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds**

Ms. Burns presented the Fiscal Year 2024 budget, and the Board decided to increase the Field Contingency to \$20,000, as well as Security to \$20,000, Amenity Contingency to \$5,000, and Janitorial to \$7,500. She asked for a motion to approve as amended.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2023-03 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds, was approved as amended.

**B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments**

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

There being no members of the public present, Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

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**i. Consideration of Resolution 2023-04 Imposing Special Assessments and Certifying an Assessment Roll**

Ms. Burns presented the Special Assessment Role, noting that they would be updating the number with the updated budget amount based on what the Board adopted and asked for a motion to approve as amended due to the updated budget amount.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2023-04 Imposing Special Assessments and Certifying an Assessment Roll, was approved as amended.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05  
Appointing Assistant Treasurer**

Ms. Burns noted that this would appoint Darrin Mousing as Assistant Treasurer and asked for a motion to approve this resolution.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2023-05 Appointing Darrin Mousing as Assistant Treasurer, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06  
Designation of Regular Monthly Meeting  
Date, Time and Location for Fiscal Year 2024**

Ms. Burns noted that the schedule provided was the same as the current year and asked for a motion to approve this resolution.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, Resolution 2023-06 Designation of Regular Monthly Meeting Date, Time and Location for Fiscal Year 2024, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-07  
Designating a Date, Time, and Location for a  
Landowner’s Meeting and Election**

Ms. Burns noted that this would occur on November 7, 2023 at 9:05 a.m. and asked for a motion to approve this resolution.





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**THIRTEENTH ORDER OF BUSINESS      Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Rennie Heath*

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Chairman/Vice Chairman