

**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, **April 17, 2024** at 2:15 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Daniel Arnette	Assistant Secretary
Chuck Cavaretta	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Joel Blanco	Field Manager, GMS
Clayton Smith	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 2:15 p.m. and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

**Approval of Minutes of the March 20, 2024
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the March 20, 2024 meeting. She asked for any questions, comments, or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Cavaretta, seconded by Mr. Heath, with all in favor, the Minutes of the March 20, 2024 Board of Supervisors Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-04 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 17, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns stated the previous notice amount set was \$913.98. They ultimately adopted an amount lower than that but this budget is still under that amount so an assessment hearing is not needed. The total per lot assessment for the 577 lots would be \$889.66 for the current year. Since it is still under development, there is not a reserve yet and that would be added in the next fiscal year once most of the homes are built and occupied. The total gross per unit amount is \$889.66 so there is an increase from the current year which has prorated amenities whereas this budget is accounting for a full year of amenity. This will set the cap then the Board will come back in July to adopt.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Resolution 2024-04 Approving the Proposed Fiscal Year 2024/2025 Budget and Setting the Public Hearing for July 17, 2024 on Adoption of the Fiscal Year 2024/2025 Budget, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-05 Setting a Public Hearing to Adopt Amenity Rules and Rates for the District

Ms. Burns suggested the same date of July 17, 2024 at 2:15 p.m. at this location. The rules are included for information but they are not being adopted today. The rates included are \$2,500 for a non-annual user fee and a replacement card fee of \$30.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2024-05 Setting a Public Hearing for July 17, 2024 at 2:15 p.m. to Adopt Amenity Rules and Rates for the District, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report.

B. Engineer

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i. Consideration of Work Order 2024-02 for Annual Consulting Engineering Services from Dewberry

Mr. Malave stated he has the Annual Engineer’s Consulting Report required for the development and the work order was submitted 2024-02 to do the work. They like to do it on a separate work order to close it out and ask for approval. June should be the start of construction for the adjacent Sherriff substation next to the Fire Station by Polk County. A Board member asked for the timeframe. Mr. Malave noted a year and a half construction or less. It is supposed to go to the Board for approval at the end of this month and start construction end of May beginning of June.

On MOTION by Mr. Heath seconded by Mr. Cavaretta, with all in favor, Work Order 2024-02 for Annual Consulting Engineering Services from Dewberry, was approved.

C. Field Manager’s Report

Mr. Blanco presented the Field Manager’s Report which included mowing, bush hogging, pond maintenance, and amenity review – construction is underway. Ms. Burns asked of a timeframe for the amenity. He noted it would likely be late summer to mid-fall.

D. District Managers Report

i. Approval of the Check Register

Ms. Burns presented the check register that was included in the agenda package for Board’s review totaling \$102,127.47. She offered to answer any questions. If not, asking for a motion to approve.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Check Register totaling \$102,127.47, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated the financial statements were included in the agenda package for review. There is no action necessary from the Board.

SEVENTH ORDER OF BUSINESS

Other Business

