

**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 on **Thursday, February 26, 2026** at 11:00 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Lindsey Roden	Vice Chairperson
Jessica Spencer	Assistant Secretary
Kristin Cassidy	Assistant Secretary
Emily Hazelrig	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Megan Birnholz-Couture <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry
Joel Blanco	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns opened the public comment period. Hearing no public comments, the next item followed.

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THIRD ORDER OF BUSINESS

**Approval of Minutes of the December 17, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the December 17, 2025 Board of Supervisors meeting. She asked for any questions, comments, or corrections.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Minutes of the December 17, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of Parking and Towing Policies for the District

Ms. Burns asked to open the public hearing.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-11 Adopting Parking and Towing Policies for the District

Ms. Burns presented Resolution 2026-11. She provided a brief rundown of the policy that’s being proposed. She explained that the Board has received complaints from residents mostly regarding oversized commercial vehicles that are parked within the community overnight. She noted that in order to adopt a street parking and towing policy, the Board has to go through a public hearing to adopt this rule and then their recourse for that would be towing. She pointed out that the District can’t levy fines. The policy that is in place is related to oversized vehicles overnight. She noted that if there is a vendor providing service to a residents home during the day where they may be parked on the street, they can’t be there overnight. She further explained that this is going to prevent long term parking of people leaving semis and things like that in the community. She also stated that they have the mailbox spots designated as five-minute parking so that people are not parked there long term overnight. Also, on the agreement also includes no overnight parking at the amenity from 10 p.m. to 6 a.m. She stated the agreement is included in the package for review and is also posted on the website. She opened the public comment period.

A resident commented that their issue isn’t with the vendor parking, but it’s the actual resident parking for two, three, and four days a week, 24 hours a day. They stated they don’t think this policy should apply to the vendors.

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A resident commented concerns of residents parking their regular vehicles by the stop sign, which is an eye sore, noisy, and leaving big oil stains. They also noted a vehicle parking near the mailboxes.

A resident commented concerns of residents parking on the side of the road making it hard to navigate down the street.

A resident also commented concerns of where residents are parking their vehicles.

A resident commented concerns with parking causing blind spots.

A resident commented concerns with residents parking.

Ms. Burns addressed all the residents' concerns. She explained that all their concerns were brought to the Board previously, which is why they are holding this hearing today. She further explained that if the Board chooses to adopt this policy that's presented, a lot of these issues will be taken care of.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-11 Adopting Parking and Towing Policies for the District, was approved.

a) Presentation of Agreement for Towing Services with Downtown Tow & Hold, LLC

Ms. Burns presented the agreement for towing services with Downtown Tow & Hold, LLC. She explained that they are limited in the vendors they can pick because by Florida statute, they have to be within a certain radius of the community. Ms. Hammock clarified that the District isn't paying for this towing vendor, they will recoup any costs from towing vehicles. The District will only pay for the signs, which is minimal and within their overall contingency budget.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Agreement for Towing Services with Downtown Tow & Hold, LLC, was approved.

b) Consideration of Proposal for Parking Sign Purchase and Installation from GMS

Mr. Blanco presented a proposal for six parking signs purchase and installation from GMS totaling \$1,531.

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On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Proposal for Parking Sign Purchase and Installation from GMS, was approved.

Ms. Burns asked to close the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Consideration of 2026 Contract Agreement with Polk County Property Appraiser

Ms. Burns presented the 2026 contract agreement with Polk County property appraiser. She explained that the Polk County property appraiser provides their office with a listing of all the parcels within the community. She further explained that they then use that to collect the assessments on the tax bill. She stated this is an agreement they have in place every year, but Polk County requires an annual renewal, so this is just their standard form.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the 2026 Contract Agreement with Polk County Property Appraiser, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing to report to the Board today.

B. Engineer

Mr. Arrington had nothing to report to the Board today.

C. Field Manager's Report

Mr. Blanco reviewed the field manager's report. He stated they have been reviewing the landscaping after the cold snap. They've taken inventory of what was affected by the cold snap. He explained that they are currently waiting until the end of March to really take inventory of things that could bounce back, plants that could be trimmed and regrown, or just plants that flat out didn't make it. He noted that they should come back with a proposal at the next meeting for

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plants that should be replaced, which is mostly minor plants. He pointed out that they also completed a couple of maintenance items including fence repairs, switched out hinges on the playground to be self-closing, added some additional amenity signs in preparation for the high season of the amenity use, as well as completed some dog park repairs, filled in holes and some fence repairs on the dog park area. He concluded the field manager report review.

C. District Managers Report

i. Approval of the Check Register

Ms. Burns presented the check register which was included in the agenda package for review. She offered to answer any questions the Board may have.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Check Register, 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

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

A resident asked what they were doing about the street. Ms. Burns explained that once they put the policy in place, which they just did, they have to order signs, and they have to be installed. She stated they usually send a mail notice to residents to give them a little bit of a notice. Then, the towing vendor will patrol the community and enforce the policy. She noted that they will mostly patrol at night.

A resident asked about cameras in the community. Ms. Burns explained that the cameras are from the builders who temporarily put them up at the construction sites to deter theft. The resident also asked if the CDD fees on their side are separate from the rental side. Ms. Burns responded that everybody within the boundary of Lake Deer CDD pays an assessment to maintain all the CDD owned property. The resident asked if they could have access to the meeting

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recordings. Ms. Burns response that all the agendas and minutes are on the CDD website, and the recordings are available, but they will need to email Ms. Burns, and then she can send the recording. Ms. Burns stated the map of the entire community, and every roadway is going to be highlighted and it's going to be areas subject to towing. The resident asked about the Board seats. Ms. Burns explained that under Florida statutes, the threshold for resident turnover once a District has been established for at least six years and there are at least 250 registered voters within the community, the following landowner election, two seats transition to what they call resident electors. She explained that the seats have to be filled by residents within the community, which would be somebody who is 18 years of age, a citizen of the United States of America, and a resident of the community. She pointed out that they do not need to be a property owner with the community to qualify, they can be a renter in the community who's registered to vote.

A resident asked about the CDD maintains and what the HOA maintains. Ms. Burns explained that the CDD owns and maintains common areas, amenities, roadways, stormwater in the community and the HOA only does covenants and restrictions and things like ARC approval.

A resident asked who pays the Board and staff's salaries. Ms. Burns responded that all the services that are provided by the CDD are part of their assessments.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn the meeting.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Bobbie Shockley

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Chairman/Vice Chairman