

**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, July 23, 2026** at 11:30 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
Emily Hazelrig	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Matt Fisher	Field Manager, GMS
Christine Wells	District Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there were no members of the public present at this time.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the June 25, 2026
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the June 25, 2026, Board of Supervisors meeting. She asked for any questions, comments, or corrections.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Minutes of the June 25, 2026 Board of Supervisors Meeting, were approved.

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FOURTH ORDER OF BUSINESS

Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award

Ms. Burns reviewed the rankings of the Audit Committee. The Board accepted the Audit Committee's rankings, with Grau & Associates ranked first, and authorized staff to issue the Notice of Intent to Award to Grau & Associates

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award to Grau & Associates, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget

Ms. Burns requested a motion to open the public hearing.

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

Ms. Burns stated that no members of the public were present to provide comments.

i. Consideration of Resolution 2026-13 Adopting the District's Fiscal Year 2026/2027 Budget and Appropriating Funds

Ms. Burns presented Resolution 2026-13, adopting the District's Fiscal Year 2026/2027 budget and appropriating funds. She explained that the proposed budget reflects an increase from the current fiscal year but remains below the previously noticed assessment amount of \$1,123. Adjustments include adding funding for a reserve study now that the community is built out, increasing landscape maintenance and replacement costs and streetlight expenses based on actuals, and reducing water and sewer expenses. Amenity expenses for electricity and water were increased based on actual facility costs, and approximately \$11,000 was included to establish a capital reserve. The proposed assessment for Fiscal Year 2027 is \$1,100, representing an increase of \$69.89 from the current year.

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On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, Resolution 2026-13 Adopting the District's Fiscal Year 2026/2027 Budget and Appropriating Funds, was approved.

ii. Consideration of Resolution 2026-14 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns presented Resolution 2026-14, imposing special assessments and certifying an assessment roll. She explained that the resolution certifies the operations and maintenance assessments based on the Fiscal Year 2027 budget approved by the Board, as well as the previously levied debt assessments.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Resolution 2026-14 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Ms. Burns requested a motion to close the public hearing.

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

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2026-15
Designation of a Regular Monthly Meeting
Date, Time, and Location for Fiscal Year
2026/2027**

Ms. Burns presented Resolution 2026-15, designation of a regular monthly meeting date, time, and location for Fiscal Year 2026/2027. The proposed schedule moves the meetings to the second Wednesday of each month at 10:15 a.m., aligning the schedule with Lake Deer, Lawson Dunes, and Hammock Reserve.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-15 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026/2027, was approved.

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SEVENTH ORDER OF BUSINESS

Ratification of License Agreement for Use of District Property with Comref Poinciana, LLC

Ms. Burns presented the license agreement for use of District property with Comref Poinciana, LLC. The Board considered ratification of a license agreement for the use of District property with Comref Poinciana, LLC. The agreement was drafted following the Board's prior approval of an event at the community pool, subject to the property management company hiring a lifeguard for the event. The company agreed to the requirement, and the event is scheduled for the upcoming weekend. The Board ratified the license agreement.

On MOTION by Ms. Roden, seconded by Ms. Hazelrig, with all in favor, the License Agreement for Use of District Property with Comref Poinciana, LLC, was ratified.

EIGHTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2027 Goals & Objectives

B. Review of Approved Fiscal Year 2026 Goals & Objectives and Authorizing Chair to Execute Final Form

Ms. Burns presented the Fiscal Year 2027 Goals and Objectives, which are the same as the goals adopted for the current fiscal year. The Board also authorized the Chair to sign the Fiscal Year 2026 Goals and Objectives confirming they were met at the end of the fiscal year.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Adopting the Fiscal Year 2027 Goals & Objectives and Reviewing of Approved Fiscal Year 2026 Goals & Objectives and Authorizing Chair to Execute Final Form, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing to report but was happy to answer any questions the Board had.

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B. Engineer

i. Presentation of 2026 Annual District Engineer's Report

Ms. Burns presented the 2026 Annual District's engineer's report. The Board considered the District Engineer's Annual Report, which was included in the meeting package for review. The report constitutes the annual inspection required under applicable law and the Trust Indenture and confirms the District's operations and maintenance procedures for addressing and repairing any identified items.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, the 2026 Annual District Engineer's Report, was approved.

C. Field Manager's Report

Mr. Fisher reviewed the field management report, including ongoing maintenance of street and stop signs in Lake Deer. Several signs were noted to be leaning and missing hardware, and a maintenance ticket was submitted for correction. Contracted services were reported to be operating as expected. Landscaping was addressed regarding grass clippings being discharged into the pond, which can contribute to algae growth. The dog park will be monitored and holes caused by digging dogs will be filled and resodded as needed. Monument plantings, consisting of wax myrtles at the front entrance, were completed during the week and will be reviewed.

D. District Managers Report

Ms. Burns introduced Christine Wells, who will be taking over as District Manager. The transition will occur over the next several months, with Ms. Wells expected to assume the role beginning in the next fiscal year. Ms. Burns also presented the check register included in the agenda package for review.

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. Roden, with all in favor, the Check Register, was approved.

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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.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

**Supervisors' Requests and Audience
Comments**

There being no comments, the next item followed.

TWELFTH 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