

MINUTES OF MEETING  
LAKEHAVEN  
COMMUNITY DEVELOPMENT DISTRICT

The Organizational meeting of the Board of Supervisors of the Lakehaven Community Development District was held on Wednesday, September 24, 2025, at 2:00 p.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present and constituting a quorum were:

Maleia Smiferguso	Chair
Mary Burns	Vice Chair
Bernard Sullivan	Assistant Secretary
Richard Jerman	Assistant Secretary
Dan Edwards	Assistant Secretary

Also present were:

George Flint	District Manager
Ryan Dugan <i>by phone</i>	District Counsel
John Prowell <i>by phone</i>	Interim District Engineer

**FIRST ORDER OF BUSINESS**

**Introduction**

**A. Roll Call**

Mr. Flint called the meeting to order and called the roll. Five Board members were present constituting a quorum.

**B. Public Comment Period**

Mr. Flint noted there were no members of the public participating in the meeting today.

**C. Oath of Office**

Mr. Flint administered the oath of office to all five Board members.

**SECOND ORDER OF BUSINESS**

**Organizational Matters**

**A. Confirmation of Notice of Meeting**

**B. Information on Community Development Districts and Public Official Responsibilities and Florida Statutes Chapter 190**

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Mr. Flint reviewed information regarding Community Development Districts and noted that the Board members could reach out to District management or counsel if they had any questions.

**C. Election of Officers**

**1. Consideration of Resolution 2025-01 Appointing Officers**

Mr. Flint asked for nominations for the Chair and Vice Chair positions. He noted from GMS George Flint would be Secretary, Jill Burns as Treasurer, and Katie Costa and Darrin Mossing as Assistant Treasurers. Ms. Burns nominated Ms. Smiferguso to serve as Chair and Ms. Burns would serve as Vice Chairperson.

On MOTION by Ms. Burns, seconded by Mr. Sullivan, with all in favor, Resolution 2025-01 Appointing Offices with Ms. Smiferguso as Chairperson, Ms. Burns as Vice Chairperson, and Mr. Sullivan, Mr. Jerman, and Mr. Edwards as Assistant Secretaries, Mr. Flint as Secretary, Ms. Burns as Treasurer, and Ms. Costa and Mr. Mossing as Assistant Secretaries, was approved.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Consideration of Agreement for District Management Services**
  - 1. Consideration of Resolution 2025-02 Appoint District Manager**
- B. Consideration of Agreement for District Counsel Services**
  - 1. Consideration of Resolution 2025-03 Appointing District Counsel**
- C. Consideration of Resolution 2025-04 Selection of Registered Agent and Office**
- D. Consideration of Resolution 2025-05 Appointing Interim District Engineer**
- E. Consideration of Interim District Engineering Agreement**
- F. Request Authorization to Issue RFQ for Engineering Services**
- G. Consideration of Resolution 2025-06 Designating a Qualified Public Depository**
- H. Consideration of Resolution 2025-07 Authorization of Bank Account Signatories**
- I. Consideration of Resolution 2025-08 Relating to Defense of Board Members**
- J. Consideration of Resolution 2025-09 Ratifying District Counsel’s Actions in Recording in the Property Records of Lake County, Florida the “Notice of Establishment” in accordance with Chapter 190.0485, Florida Statutes**
  - 1. Notice of Establishment**
- K. Consideration of Resolution 2025-10 Adopting Investment Guidelines**
- L. Consideration of Resolution 2025-11 Authorizing Execution of Public Depositor Report**
- M. Consideration of Resolution 2025-12 Designating a Policy for Public Comment Period**
- N. Consideration of Resolution 2025-13 Adopting a Travel and Reimbursement Policy**
- O. Consideration of Resolution 2025-14 Adopting Prompt Payment Policy**
- P. Consideration of Resolution 2025-15 Adopting a Records Retention Policy**
- Q. Consideration of Compensation to Board Members**

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- R. Consideration of Resolution 2025-16 Designating the Primary Administrative Office and Principal Headquarters of the District and Selecting District Records Office**
- S. Consideration of Website Services Agreement**
- T. Authorization to Prepare Public Facilities Report in Accordance with Chapter 189.08 Florida Statutes to Coincide with Special District Filing Date of August 1<sup>st</sup> for Lake County**
- U. Consideration of Resolution 2025-17 Authorizing Chairperson and Vice Chairperson to Execute Plats, Permits and Conveyances**
- V. Consideration of Resolution 2025-18 Authorizing the Use of Electronic Documents and Signatures**
- W. Consideration of Fiscal Years 2025 & 2026 Budget Funding Agreement**
- X. Consideration of Interlocal Agreement Regarding Public Roadway Improvements between the District and Lake County**

Mr. Flint reviewed the consent agenda items and offered to answer any questions from the

Board.

On MOTION by Ms. Smiferguso, seconded by Mr. Sullivan, with all in favor, the Consent Agenda, was approved.

**FOURTH ORDER OF BUSINESS**

**New Business**

- A. Consideration of Resolution 2025-19 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026**

Mr. Flint suggested designating the regular monthly meeting date as the fourth Wednesday of the month at 2:00 p.m. Mr. Flint suggested removing the December date because it is December 24<sup>th</sup> and their meeting location will be closed.

On MOTION by Mr. Jerman, seconded by Mr. Edwards, with all in favor, Resolution 2025-19 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026, was approved as amended.

- B. Consideration of Resolution 2025-20 Designation of Landowner’s Meeting Date, Time, and Location**

Mr. Flint suggested holding the landowners’ meeting at their October meeting date.

On MOTION by Ms. Smiferguso, seconded by Ms. Burns, with all in favor, Resolution 2025-20 Designation of Landowner’s Meeting Date, Time, and Location on October 22, 2025, was approved.

- C. Designation of Date of Public Hearing to Adopt Rules of Procedure in accordance with Section 120.54, Florida Statutes**

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**1. Consideration of Resolution 2025-21 Setting a Public Hearing to Consider the Proposed Rules of the District**

Mr. Flint stated Resolution 2025-021 was included in their agenda packet for review. He suggested January 28, 2026 at 2:00 p.m. in their current location.

On MOTION by Mr. Jerman, seconded by Mr. Sullivan, with all in favor, Resolution 2025-21 Setting a Public Hearing to Consider the Proposed Rules of the District on January 28, 2026, was approved.

**D. Designation of Date of Public Hearing on the Budget for Fiscal Year 2025**

**1. Consideration of Resolution 2025-22 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2025**

Mr. Flint noted that they were required to approve a budget for Fiscal Year 2025 even though there was only 5 days left in the fiscal year. He suggested setting the public hearing for January 28, 2026.

On MOTION by Mr. Edwards, seconded by Mr. Sullivan, with all in favor, Resolution 2025-22 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2025 for January 28, 2026, was approved.

**2. Consideration of Resolution 2025-23 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2026**

Mr. Flint stated this resolution sets the public hearing to adopt the Fiscal Year 2026 budget. He suggested setting the public hearing for January 28, 2026.

On MOTION by Ms. Smiferguso, seconded by Ms. Burns, with all in favor, Resolution 2025-23 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2026 for January 28, 2026, was approved.

**E. Consideration of Resolution 2025-24 Setting Date of Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in accordance with Section 197.3632, Florida Statutes**

Mr. Flint stated that this resolution expresses the District’s intent to use the tax bill as the collection method for your assessments. He suggested setting the public hearing for January 28, 2026.

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On MOTION by Mr. Jerman, seconded by Ms. Burns, with all in favor, Resolution 2025-11 Setting Date of Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in Accordance with Section 197.3632, Florida Statutes for January 28, 2026, was approved.

**FIFTH ORDER OF BUSINESS**

**Capital Improvements**

**A. Appointment of Financing Team**

**1. Bond Counsel**

Mr. Flint noted that they received an engagement letter from Greenberg Traurig.

On MOTION by Ms. Burns, seconded by Mr. Sullivan, with all in favor, Appointing Greenberg Traurig as Bond Counsel, was approved.

**2. Underwriter**

Mr. Flint stated that they had an agreement with FMS Bonds.

On MOTION by Mr. Jerman, seconded by Mr. Sullivan, with all in favor, Appointing FMS as Underwriter, was approved.

**3. Assessment Administrator**

Mr. Flint noted that the assessments administrator is part of the District Management agreement that the Board previously approved.

**4. Trustee**

Mr. Flint stated they had a proposal from US Bank to serve as Trustee for the District.

On MOTION by Ms. Burns, seconded by Mr. Sullivan, with all in favor, Appointing US Banks as Trustee, was approved.

**B. Approval of Financing Team Funding Agreement**

Mr. Flint reviewed the Financing Team Funding Agreement for the Board. He noted that this is because most of the professionals get paid out of the cost of issuance account when bonds are actually issued.

On MOTION by Ms. Smiferguso, seconded by Ms. Burns, with all in favor, the Financing Team Funding Agreement, was approved.

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**C. Consideration of Master Acquisition Agreement between the District and Pulte Home Company, LLC**

Mr. Flint reviewed the Master Acquisition Agreement. He noted that this allows the District to take certain actions outside of a Board meeting and then come back and have those ratified, that way they don't have to call a special meeting. Board consensus was to defer this agreement until after they have the Engineer's report.

On MOTION by Mr. Jerman, seconded by Mr. Sullivan, with all in favor, Delegating Authority to Chair or Vice Chairperson to Execute/Sign Plats, was approved.

**SIXTH ORDER OF BUSINESS**

**Other Business**

**A. Staff Reports**

**1. Attorney**

Mr. Dugan had nothing additional to report.

**2. Manager**

Mr. Flint had nothing additional to report.

**B. Supervisor's Requests**

There being no comments, the next item followed.

**C. Approval of Funding Request No. 1**

Mr. Flint stated that this funding request allows staff to open the operating account to obtain liability insurance that protects the Board to create the District's ADA website, and to obtain any legal advertising that is required in the interim. The total is \$21,850.

On MOTION by Ms. Burns, seconded by Ms. Smiferguso, with all in favor, Funding Request No. 1, was approved.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint asked the Board for adjournment.

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On MOTION by Ms. Burns, seconded by Ms. Smiferguso, with all in favor, the meeting was adjourned.

DocuSigned by:

*George Flint*

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Secretary/Assistant Secretary

Signed by:

*Malicia Smiferguso*

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Chairman/Vice Chairman