

**MINUTES OF MEETING
AUBURN LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Auburn Lakes Community Development District was held **Tuesday, April 1, 2025** at 2:30 p.m. at the Lake Alfred Public Library, 245 N Seminole Avenue, Lake Alfred, Florida.

Present and constituting a quorum:

Lee Saunders	Chairman
Daniel Lewis	Vice Chairman
Duane “Rocky” Owen	Assistant Secretary
Tom Franklin	Assistant Secretary
Lee Moore	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Savannah Hancock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted no members of the public were present nor joining by Zoom.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Lee Moore (Seat #3 – Elected at the July 29, 2024 Landowners’ Election)

Ms. Burns administered the oath of office to Lee Moore prior to the meeting.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 29, 2024 Board of Supervisor Meeting and July 29, 2024 Landowners’ Meeting

Ms. Burns presented the minutes of the July 29, 2024 Board of Supervisors Meeting and the July 29, 2024 Landowners’ Meeting and asked for any comments or corrections. The Board had no changes to the minutes.

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On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, the Minutes of the July 29, 2024 Board of Supervisors Meeting and the July 29, 2024 Landowners' Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-01 Approving the Proposed Fiscal Year 2025/2026 Budget (Suggested Date: July 1, 2025) and Setting a Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns stated a preliminary budget will be approved that needs to be sent to the city or county at least 60 days prior to that date. The budget is attached as exhibit 'A'. They will remain developer funded for the upcoming year based on the timeline. They did put a large lump sum field contingency to the extent they need that if construction goes forward sooner than possible, it will be accounted for there. Costs will not be billed at all unless it's incurred. This is a full budget amount so that if you go forward with a bond issuance we have accounted for those fees. You don't have Trustee fees in there. They are only billing half amount of the management fees. The proposed date for the hearing is the July 8, 2025.

On MOTION by Mr. Moore, seconded by Mr. Lewis, with all in favor, Resolution 2025-01 Approving the Proposed Fiscal Year 2025/2026 Budget and Setting the Public Hearing for July 8, 2025 at 2:30 PM at this location for Adoption of the Fiscal Year 2025/2026 budget, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-02 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County

Ms. Burns noted Florida Statutes requires CDDs to place advertisements in the newspaper unless there is a county or city public website where they are using their notices, the CDD can utilize that as well in order to place some notices.

On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, Resolution 2025-02 Authorizing the Publication of Legal Advertisements and Public Notices on a publicly accessible website in Polk County, was approved.

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SEVENTH ORDER OF BUSINESS

Ratification of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this is an administrative item. Certain professions such as police or judges are exempt from their information being turned over in a public records request. They supply that information to the CDD so assessments can be collected on the tax bill and information won't be turned over.

On MOTION by Mr. Moore, seconded by Mr. Saunders, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

EIGHTH ORDER OF BUSINESS

Ratification of 2025 Contract Agreement with Polk County Property Appraiser

Ms. Burns stated this is the annual renewal to get those parcels to collect assessments on roll.

On MOTION by Mr. Moore, seconded by Mr. Saunders, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock reminded the Board to recomplete the ethics training for the new year due by December 31st. She will send a memo with the links.

B. Engineer

The District Engineer was not on the line today.

C. District Manager's Report

i. Approval of Check Register

Ms. Burns stated the check register is in the agenda package for review.

On MOTION by Mr. Moore, seconded by Mr. Saunders, with all in favor, the Check Register, was approved.

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ii. Balance Sheet & Income Statement

Ms. Burns noted financial statements through February are included in the package for review. These are for informational purposes.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Appointment of Audit Committee

Ms. Burns stated Florida Statutes allows the District to appoint an audit committee. Generally, the Board appoints themselves. Would the Board like to appoint themselves as the audit committee?

On MOTION by Mr. Moore, seconded by Mr. Saunders, with all in favor, the appointment of the Board as the audit committee, was approved.

TWELFTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked the Board for adjournment of the meeting.

On MOTION by Mr. Franklin, seconded by Mr. Moore, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

DocuSigned by:
Lee Saunders
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Chairman/Vice Chairman