

**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, July 8, 2025** at 2:33 p.m. at the Lake Alfred Public Library, 245 N Seminole Avenue, Lake Alfred, Florida.

Present and constituting a quorum:

Lee Saunders	Chairman
Dan Lewis	Vice Chairman
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. Four 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

**Approval of Minutes of the April 1, 2025
Board of Supervisor Meeting and April 1,
2025 Audit Committee Meeting**

Ms. Burns presented the minutes of the April 1, 2025, Board of Supervisors meeting and the April 1, 2025, Audit Committee meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Saunders, seconded by Mr. Franklin, with all in favor, the Minutes of the April 1, 2025 Board of Supervisor's
--

July 8, 2025

Auburn Lakes CDD

Meeting and April 1, 2025 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

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

Ms. Burns explained that this officially accepts the ranking of Grau & Associates as #1 and DiBartolomeo, McBee, Hartly & Barnes as #2 and awards the contract. The Board authorized the staff to send the notice of intent to award to Grau & Associates.

On MOTION by Mr. Saunders, seconded by Mr. Moore, with all in favor, Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns stated that this public hearing has been advertised as required by Florida Statute.

On MOTION by Mr. Lewis, seconded by Mr. Saunders, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-03 Adopting the District’s Fiscal Year 2025/2026 Budget and Appropriating Funds

Ms. Burns presented Resolution 2025-03 Adopting the District’s Fiscal Year 2025/2026 Budget and Appropriating Funds. She stated that the only change from last time was updating the actuals. She noted that it is the same and would be developer funded so these will only be billed if they are incurred. She added that they did put a small contingency in there if it is needed but that is not anticipated.

On MOTION by Mr. Franklin, seconded by Mr. Saunders, with all in favor, Resolution 2025-03 Adopting the District’s Fiscal Year 2025-2026 Budget and Appropriating Funds, was approved.

July 8, 2025

Auburn Lakes CDD

ii. Consideration of Fiscal Year 2025/2026 Developer Funding Agreement

Ms. Burns presented the Consideration of Fiscal Year 2025/2026 Developer Funding Agreement to the Board. She stated that this is with Auburn Lakes LLC. She noted that this entity will fund the operations and maintenance of the District based on the budget that the Board just approved. She added that this will be billed as it is incurred.

On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, the Fiscal Year 2025/2026 Developer Funding Agreement, was approved.

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

On MOTION by Mr. Franklin, seconded by Mr. Lewis, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-04
Designation of a Regular Monthly Meeting
Date, Time, and Location for Fiscal Year
2025/2026**

Ms. Burns presented Resolution 2025-04 Designation of a Regular Monthly Meeting Date, Time and Location for Fiscal Year 2025/2026. She stated that the new fiscal year starts on October 1, 2025. She noted that the new schedule is the same as the current one, being the first Tuesday of each month at 2:30 p.m. at the same location.

On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, Resolution 2025-04 Designation of a Regular Monthly Meeting Date, Time and Location for Fiscal Year 2025/2026, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Collection Agreement
with Polk County Tax Collector**

Ms. Burns presented the Collection Agreement with Polk County Tax Collector to the Board. She stated that this is their renewal and that they more than likely won't use the tax bill for the upcoming year, but it remains in place when needed.

July 8, 2025

Auburn Lakes CDD

On MOTION by Mr. Saunders, seconded by Mr. Moore, with all in favor, the Collection Agreement with Polk County Tax Collector, was approved.

EIGHTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals & Objectives

Ms. Burns stated that there was a change in Florida Statutes that require CDD’s to adopt goals and objectives each year. She noted that they have two portions of this, the first being the adoption of the Fiscal Year 2026 goals and objectives that will be for the fiscal year starting on October 1, 2025. She added that these are the same goals and objectives that the Board approved the year prior and adopting these will comply with the Statutes that are required.

On MOTION by Mr. Moore, seconded by Mr. Saunders, with all in favor, the Adoption of Fiscal Year 2026 Goals and Objectives, was approved.

B. Presentation of Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute

Ms. Burns presented Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute to the Board. She stated that they are on track to meet all their goals and objectives that they set. She added that they are looking for a motion to authorize the Chair to sign the form at the end of the fiscal year saying they have met their goals and objectives and submit.

On MOTION by Mr. Franklin, seconded by Mr. Lewis, with all in favor, the Presentation of Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock reminded the Board to complete the ethics training for the new year due by December 31, 2025.

B. Engineer

The District Engineer was not present.

July 8, 2025

Auburn Lakes CDD

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns stated the check register is in the agenda package for review. She noted it is from March through June in the amount of \$11,389.97.

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

ii. Balance Sheet & Income Statement

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

iii. Presentation of Number of Registered Voters – 0

Ms. Burns noted that they need to determine the number of registered voters within the District as of April 15 of each year and there are currently none.

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 the Board for adjournment of the meeting.

On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

DocuSigned by:
Lee Saunders
70A876B45E0545D...
Chairman/Vice Chairman