

**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, February 3, 2026** 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
Dan Lewis	Vice Chairman
Tom Franklin	Assistant Secretary
Lee Moore	Assistant Secretary
Rocky Owen	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Savannah Hancock	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 in person or joining by Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the July 8, 2025
Board of Supervisor Meeting and July 8,
2025 Audit Committee Meeting**

Ms. Burns presented the minutes of the July 8, 2025 Board of Supervisors meeting and the July 8, 2025 audit committee meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Saunders, seconded by Mr. Owen, with all in favor, the Minutes of July 8, 2025 Board of Supervisor's Meeting and July 8, 2025 Audit Committee Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Presentation of Memo Regarding Amendments to District Rules of Procedure

A. Consideration of Resolution 2026-01 Setting a Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District

Ms. Burns presented a memo outlining amendments to the District's Rules of Procedure, which are mainly routine updates due to recent statutory changes and minor adjustments. Resolution 2026-01 was presented to set a public hearing for adopting these updated rules, with the proposed date being April 7, 2026 coinciding with the budget planning.

On MOTION by Mr. Franklin, seconded by Mr. Saunders, with all in favor, Resolution 2026-01 Setting a Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District for April 7, 2026, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2026-02 Spending Authorization Resolution

Ms. Burns stated Resolution 2026-02 establishes administrative spending authorizations for the District. The resolution sets standard limits: the District manager can approve up to \$2,500, the chair up to \$10,000, and together they may authorize up to \$25,000 mainly for urgent repairs, such as those needed after a hurricane.

On MOTION by Mr. Saunders, seconded by Mr. Franklin, with all in favor, Resolution 2025-02 Spending Authorization Resolution, was approved.

SIXTH 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 noted it is unlikely assessments will be collected on roll next year. The agreement is maintained as a precaution, without obligating the District to collect assessments if not needed.

SEVENTH ORDER OF BUSINESS

Consideration of 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser

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Ms. Burns asked the Board to ratify the standard 2026 Data Sharing and Usage Agreement with the Polk County property appraiser, a routine contract required by their office.

On MOTION by Mr. Franklin, seconded by Mr. Owen, with all in favor, Approving the 2026 Contract Agreement with Polk County Property Appraiser and Ratifying the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock reminded the Board to do the ethics training for this calendar year by December 31st.

B. Engineer

The District Engineer was not present.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns stated the check register covered July 1, 2025 through November 30, 2025 totaling \$17,266.38, and offered to answer any questions about the invoices. There were no questions, and Ms. Burns asked for a motion to approve.

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

ii. Balance Sheet & Income Statement

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

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

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ELEVENTH ORDER OF BUSINESS

Adjournment

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

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:
Lee Saunders
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Chairman/Vice Chairman