

**MINUTES OF MEETING
YARBOROUGH LANE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Yarborough Lane Community Development District was held on Thursday, **July 14, 2022** at 11:23 a.m. at 320 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum were:

Milton Andrade	Chairperson
Brian Walsh	Vice Chairperson
Garret Parkinson	Assistant Secretary
Jeff Shenefield	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Lauren Gentry	KE Law
Grace Kobitter	KE Law
Rey Malave <i>by Zoom</i>	Dewberry

The following is a summary of the discussions and actions taken at the July 14, 2022 Yarborough Lane Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 11:23 a.m. Four Supervisors were present at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns administered the oath of office to the newly elected Board members.

B. Consideration of Resolution 2022-34 Canvassing and Certifying the Results of the Landowners' Election

July 14, 2022

Yarborough Lane CDD

Ms. Burns reviewed the results of the Landowners’ meeting stating that Mr. Walsh and Mr. Andrade received 150 votes and the other three Supervisors received 100 votes. She noted that Mr. Walsh and Mr. Andrade would serve 4-year terms and Mr. Shenefield, Mr. Parkinson, and Mr. Adams would serve 2-year terms.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, Resolution 2022-34 Canvassing and Certifying the Results of the Landowners’ Election, was approved.

C. Election of Officers

D. Consideration of Resolution 2022-35 Electing Officers

Ms. Burns reviewed the current status of officers with Mr. Andrade as Chair and Mr. Walsh as Vice Chair, Mr. Shenefield, Mr. Parkinson, and Mr. Adams as Assistant Secretaries. She noted GMS staff of George Flint as Assistant Secretary and herself as Secretary.

On MOTION by Mr. Shenefield, seconded by Mr. Andrade, with all in favor, Resolution 2022-35 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 12, 2022 Organizational Meeting

Ms. Burns presented the minutes of the May 12, 2022 Organizational meeting to the Board. She asked for any questions, comments, or corrections to the meeting minutes from the Board. The Board had no changes to the minutes.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Minutes of the May 12, 2022 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated that this public hearing was advertised in the paper and a mailed notice was sent the landowner within the community.

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

July 14, 2022

Yarborough Lane CDD

i. Presentation of Engineer's Report

Ms. Burns stated that nothing had changed on this report. She reviewed that there were two phases with a total of 157 acres in the community. She also noted the \$25,000,000 in the capital improvement plan infrastructure costs constructing stormwater management, roadways, water and sewer, street lighting and conduit, entrance features with landscape and irrigation as well as parks, amenity, and offsite. She noted that they have a contingency listed in there as well. She stated in the exhibits they could see the location as well as the master plan for the community.

Ms. Gentry added that they also had the statement that the preliminary probable costs were reasonable based on the information available, and the anticipated quality and quantity of work described.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Assessment Methodology

Ms. Burns stated that this assessment report allocated the debt to the properties based on the special benefits that they received from the District's Capital Improvement Plan, which they reviewed in the engineer's report. She noted that this assessment report would be supplemented with one or more Supplemental Assessment Methodology reports that would reflect the actual terms of the bonds at each issuance. She referred to the tables attached stating that table 1 showed the development program with 558 units and three different product types: the single family 40', single family 50', and single family 60' lots. Table 2 showed the costs from the engineer's report, \$25,000,000 to construct the infrastructure. Table 3 showed the bond sizing estimated at \$32,155,000. Table 4 outlined the improvement costs for each of those units. Table 5 showed the par debt per unit for each of the product types: the single family 40' was \$47,287, the single family 50' was \$59,108, and the single family 60' was \$70,930. She noted that was the most they would issue for each of those product types. Table 6 showed the breakdown of the net and gross annual assessment per unit. She stated that the gross annual debt assessment included collection costs and early payment discounts that they collected on the county tax bill. She stated that the gross annual debt assessment on the 40' lot was \$3,557.87, the 50' was \$4,447.34, and the 60' was \$5,336.81. She stated that table 7 outlined the par debt per acre for all the 157 acres. She noted that they have

July 14, 2022

Yarborough Lane CDD

1 property under Clayton Properties that owns all the land within the District and the par debt per acre is \$204,809.

Ms. Burns stated that the costs were fairly reasonably apportioned across the product types and that the benefit to the land is equal to or an excess of the burden placed against it by the assessments. Ms. Gentry asked if Ms. Burns could confirm that the land subject to the assessments received special benefits from the Capital Improvement Plan. Ms. Burns responded yes; they do. Ms. Gentry asked if it was reasonable, proper, and just to assess the costs of the Capital Improvement Plan against this land. Ms. Burns responded yes. Ms. Gentry asked if it was in the best interest of the District that the Master Assessments be paid and collected in accordance with the methodology. Ms. Burns responded yes it was.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the Master Assessment Methodology, was approved.

iii. Consideration of Resolution 2022-36 Levying Special Assessments

Ms. Burns stated that this will put the lien on the property. Ms. Gentry stated that they could see the findings set forth in section 2. She noted that there were standard findings based on the testimony that they had heard from Ms. Burns, the engineer's report, and the Assessment Methodology. There are findings that the project was reasonable, just, and proper for the District to complete this project and to levy the assessments to fund it. She noted that they would not physically levy a dollar amount on the property until they actually issue bonds. She noted at that point they would record a notice for those assessments for the actual amounts. She stated that this was to just let everyone know that they had gone through the procedures to levy the Master Assessments.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2022-36 Levying Special Assessments, was approved.

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

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

July 14, 2022

Yarborough Lane CDD

Ms. Burns noted that this public hearing had been advertised in the paper in accordance with Florida statutes.

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

i. Consideration of Resolution 2022-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Ms. Burns stated that this would allow them to use the Polk County tax bill to collect their assessments when they were ready to do so. She noted that it didn’t obligate them to do it for the upcoming year. She stated that they would be able to put agreements in place in order to do that when they were ready. She stated that there were no members of the public present at this time.

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

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-37 Expressing the District’s Intent to Utilize the Uniform Method of Collection, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns noted that this public hearing had been advertised in the paper.

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

i. Consideration of Resolution 2022-38 Adopting the Rules of Procedure

Ms. Burns stated that these were the same set of rules from the previous meeting, they had not changed. She noted again that there were no members of the public present.

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

July 14, 2022

Yarborough Lane CDD

On MOTION by Mr. Andrade, seconded by Mr. Shenefield, with all in favor, Resolution 2022-38 Adopting the Rules of Procedure, was approved.

D. Public Hearing on the Adoption of the Fiscal Year 2021/2022 and 2022/2023 Budgets

Ms. Burns noted that this public hearing had been advertised in the paper. She stated that they also sent the budget to Polk County prior to the start of this hearing.

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

i. Consideration of Resolution 2022-39 Adopting the District’s Fiscal Year 2021/2022 and Fiscal Year 2022/2023 Budgets and Appropriating Funds

Ms. Burns stated that Fiscal Year 2022 was admin expenses only prorated from the time of the District’s establishment through the end of the fiscal year. She noted that for Fiscal Year 2023 based on development timelines, they put a small field contingency, but they were not anticipating any major field expenses here. She stated that it was developer funded, so if it was not needed, it wouldn’t be billed unless it was incurred. She noted that there were no members of the public present to provide comments at this time.

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

Ms. Burns asked for any questions, comments or changes to the budget. Hearing none,

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Resolution 2022-39 Adopting the District’s Fiscal Year 2021/2022 and Fiscal Year 2022/2023 Budgets and Appropriating Funds, was approved.

SIXTH ORDER OF BUSINESS

Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated that the District issued an RFQ after the Organizational meeting for engineering services. She stated that they did receive one response back from Lighthouse

July 14, 2022

Yarborough Lane CDD

Engineering. Mr. Andrade stated that he was not familiar with Lighthouse Engineering, and he would like to rebid it. Ms. Burns stated that they would reject the single bid and rebid to get more bids.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Rejection of Proposal Received and Authorization for Staff to Rebid for Proposals for District Engineering Services, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry noted that the validation hearing was scheduled for this District on August 15, 2022 at 10:00 a.m. She noted that everything was going according to plan.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

Ms. Burns noted she had nothing further to report.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman