

**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, **April 11, 2024**, at 10:30 a.m. at Highland Homes Offices, 3020 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum were:

Milton Andrade	Chairman
Brian Walsh	Vice Chairman
Garret Parkinson	Assistant Secretary
Jeff Shenefield	Assistant Secretary
Kareyann Ellison	Appointed Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, Kilinski Van Wyk
Chris Loy	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry

The following is a summary of the discussions and actions taken at the April 11, 2024 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 10:35 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 and no members of the public joining via Zoom.

Ms. Burns stated she received a letter of resignation from Joel Adams. She asked for a motion to accept that letter of resignation.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Resignation Letter from Joel Adams, was approved.

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Ms. Burns noted that leaves seat #5 vacant on the Board and asked for a motion to fill that vacancy. Mr. Walsh stated they would like to fill the vacancy with Kareyann Ellison.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Appointment of Kareyann Ellison to the Board, was approved.

Ms. Burns administered the oath of office to Kareyann Ellison.

THIRD ORDER OF BUSINESS

Approval of Minutes of the July 13, 2023 Board of Supervisors Meeting

Ms. Burns presented the minutes of the July 13, 2023 Board of Supervisors meeting. She asked for any questions, comments, or corrections to the minutes. Hearing none.

On MOTION by Mr. Walsh seconded by Mr. Andrade, with all in favor, the Minutes of the July 13, 2023 Board of Supervisors Meetings, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 11, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns stated the suggested date for the public hearing is July 11, 2024 at 10:30 a.m. at this location. The budget is included for review. This budget will be developer funded for the upcoming year. There are mostly admin expenses based on the development timeline and included a small field contingency. She offered to answer any questions from the Board.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2024-01 Approving the Proposed Fiscal Year 2024/2025 Budget and Setting the Public Hearing for July 11, 2024 at 10:30 at Highland Homes Offices on Adoption of the Fiscal Year 2024/2025 Budget, was approved.

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FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Designating a Date, Time, and Location for a Landowners’ Meeting and Election (November 5, 2024)

Ms. Burns noted this needs to be held the first Tuesday of November which this year is November 5th and this is lined up with the other landowner elections. The whole Board does not have to be there, just one representative with a proxy. The time is at 1:05 p.m. at the Winter Haven Holiday Inn.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, Resolution 2024-02 Designating November 5th at 1:05 p.m. at Winter Haven Holiday Inn for the Landowner’s Meeting and Election, was approved.

SIXTH ORDER OF BUSINESS

Consideration of 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser

Ms. Burns stated they do not anticipate collecting assessments on roll this year but keep the agreement current so everything is in place when they are ready to do so.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this has already been executed and just needs to be ratified by the Board.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

EIGHTH ORDER OF BUSINESS

Ratification of Audit Services Engagement Letter for Fiscal Year 2023 Audit with Grau

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Ms. Burns stated the Audit Committee met and made recommendation to the Board who awarded the contract to Grau for Fiscal Year 2023 so this is the ratification of the agreement that was executed after.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2023 with Grau, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing special but will come back with some rules and updates at the end of the summer.

B. Engineer

Mr. Arrington had nothing to report.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register from June 1, 2023 through March 2024. She offered to answer any questions from the Board.

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

ii. Balance Sheet & Income Statement

Ms. Burns noted the financial statements through February were included in the agenda package for review. These are for informational purposes. There is no action necessary from the Board.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

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There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Milton Andrade

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Chairman/Vice Chairman