

**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, September 11, 2025**, at 10:30 a.m. at Highland Homes Offices, 3020 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum were:

Brian Walsh	Vice Chairman
Garret Parkinson	Assistant Secretary
Brent Elliott	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Patrick Collins	District Counsel, Kilinski Van Wyk
Lauren Gentry <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry Engineering
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry Engineering

The following is a summary of the discussions and actions taken at the September 11, 2025, 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 10:34 a.m. Three Supervisors were present 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.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the July 10, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the July 10, 2025 Board of Supervisors meeting. and asked for any comments or corrections. The Board had no changes to the minutes.

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On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, the Minutes of July 10, 2025 Board of Supervisors Meeting, were approved

FOURTH ORDER OF BUSINESS

Presentation of Memo Regarding Amendments to District Rules of Procedure

A. Consideration of Resolution 2025-11 Setting a Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District

Mr. Collins reviewed a couple changes from the 2025 legislative session that will require some updates to the District's current procedures. Ms. Burns noted they want to change the meeting date of the public hearing to December 11th.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, Resolution 2025-11 Setting a Public hearing on the Adoption of Amended and Restated rules of Procedure for the District, was approved as amended to set for December 11th at 10:30 a.m. at this location.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-12 Spending Authorization Resolution

Ms. Burns stated this resolution is administrative and sets the spending authorizations for the Chair and the District Manager outside of a meeting. The manager individually is up to \$2,500, Chair or Vice Chair if the Chair is not available can individually authorize up to \$10,000, and the District Manager and Chair together can authorize spending up to \$25,000.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, Resolution 2025-12 Spending Authorization Resolution, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Audit Services Engagement Letter for Fiscal Year 2025 Audit

Ms. Burns stated this is based on the previously awarded contract, the renewal for the upcoming year. It has already been signed and just needs a motion to ratify.

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On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2025 Audit, was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Collins reminded the Board of the amenity rules in October. He will circulate the draft to the Board for review.

B. Engineer

i. Consideration of Work Authorization 2026-1 from Dewberry for Fiscal Year 2026 District Engineering Services

Mr. Malave stated he did submit the annual report which is required per their goals and objectives for the District. There is a work authorization updating rates and fees that starts October 1st that needs to be approved.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, the Work Authorization 2026-1 from Dewberry for Fiscal Year 2026 District Engineering Services, was approved.

C. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register from June 26th through August 22nd for \$11,173.93 included in the agenda package for review. She offered to take questions on any of the invoices.

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

ii. Balance Sheet & Income Statement

Ms. Burns stated financial statements are included in the agenda package for review. There is no action necessary.

EIGHTH ORDER OF BUSINESS

Other Business

Ms. Burns asked the Board if they are getting close on landscaping turnover or if a field manager needs to review. A Board member stated they are probably about 90 days out.

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NINTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

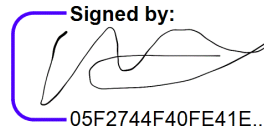
Adjournment

Ms. Burns asked for a motion to adjourn.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

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Chairman/Vice Chairman