

**MINUTES OF MEETING
LAKE MATTIE PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lake Mattie Preserve Community Development District was held **Tuesday, May 6, 2025** at 1:34 p.m. at 2235 Crump Road, Winter Haven, Florida.

Present and constituting a quorum:

Wes Donley	Chairman
Les Dunson	Vice Chairman
Lee Moore	Assistant Secretary
Duane “Rocky” Owen <i>by Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Savannah Hancock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Bryan Hunter	District Engineer, Hunter Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Four Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present or joining via Zoom.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the January 7, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes of the January 7, 2025 Board of Supervisors meeting and asked for any questions, corrections or comments. The Board had no changes to the minutes.

On MOTION by Mr. Moore, seconded by Mr. Dunson, with all in favor, the Minutes of the January 7, 2025 Board of Supervisors Meeting, were approved.
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FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-06
Approving the Proposed Fiscal Year**

May 6, 2025

Lake Mattie Preserve CDD

2025/2026 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget (Suggested Date: August 5, 2025)

Ms. Burns stated the suggested hearing date is August 5, 2025, which is the regularly scheduled August meeting. All property owners will be noticed as this is the first time an O&M levy will be imposed with expenses for admin and field expenses based on estimations for landscaping installation as well as irrigation, water, and sewer. There are also amenity expenses for notice purposes which is more of a build-out budget and Ms. Burns noted that this is a cap to send notice to property owners that will more than likely come down before final budget approval. Current assessment amounts are \$1,411.20 for the townhomes and \$1,881.60 for the single-family homes. She offered to answer any questions for the Board. Hearing no questions, she asked for a motion of approval.

On MOTION by Mr. Dunson, seconded by Mr. Donley, with all in favor, Resolution 2025-06 Approving the Proposed Fiscal Year 2025/2026 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget on August 5, 2025, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-07 Declaring Special Assessments and Setting the Public Hearing on the Imposition of Operations and Maintenance Assessments for Fiscal Year 2025/2026 (Suggested Date: August 5, 2025)

Ms. Burns noted that this resolution is to levy the assessments. There will be two public hearings held on August 5, 2025, one to adopt the budget and this one to impose the assessments. There being no questions from the Board, there was a motion of approval.

On MOTION by Mr. Donley, seconded by Mr. Dunson, with all in favor, Resolution 2025-07 Declaring Special Assessments and Setting the Public Hearing on the Imposition of Operations and Maintenance Assessments for Fiscal Year 2025/2026 on August 5, 2025, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-08 Ratifying Series 2025 Bonds

May 6, 2025

Lake Mattie Preserve CDD

Ms. Burns noted that the District closed on the Series 2025 bonds on March 7th and this resolution ratifies, confirms, and approves all actions taken by District staff and officers as well as the Chair in coordination with the closing of those bonds.

On MOTION by Mr. Dunson, seconded by Mr. Donley, with all in favor, Resolution 2025-08 Ratifying Series 2025 Bonds, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns noted that the following two items can be taken as one motion and presented the ratification of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser and the Contract Agreement with the Polk County Property Appraiser. Both items are required to be able to collect assessments on the tax bill and they are both required to be entered into annually. They have already been signed, and staff is looking for a ratification of those actions from the Board.

On MOTION by Mr. Donley, seconded by Mr. Dunson, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

EIGHTH ORDER OF BUSINESS

Ratification of 2025 Contract Agreement with Polk County Property Appraiser

On MOTION by Mr. Donley, seconded by Mr. Dunson, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock had nothing to report to the Board.

B. Engineer

Mr. Hunter stated he had nothing further to provide.

C. District Manager's Report

i. Approval of Check Register

May 6, 2025

Lake Mattie Preserve CDD

Ms. Burns presented the check register to the Board of Supervisors from the month of December through April totaling \$2,052,850.25. There were no Board questions and there was a motion of approval.

On MOTION by Mr. Donley, seconded by Mr. Moore, with all in favor, the Check Register totaling \$2,052,850.25, was approved.

ii. Balance Sheet and Income Statement

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

iii. Presentation of Number of Registered Voters – 0

Ms. Burns presented the number of register voters which is 0.

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

On MOTION by Mr. Dunson, seconded by Mr. Donley, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Wes Donley

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Chairman/Vice Chairman