

MINUTES OF MEETING  
LAKE EMMA  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Lake Emma Community Development District was held Wednesday, October 28, 2020 at 10:00 a.m. via Zoom Teleconference.

Present and constituting a quorum were:

Adam Morgan	Chairman
Tony Iorio	Vice Chairman
Doug Beasley	Assistant Secretary
Timothy Tassone	Assistant Secretary

Also present were:

George Flint	District Manager
Tucker Mackie	District Counsel
Nicole Stalder	District Engineer
Lane Register	Lennar Homes
Rob Bonin	Lennar Homes
Dan LaRosa	Lennar Homes

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order. Four members of the Board were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present to provide comment.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the September 23, 2020 Board of Supervisors Meeting and Acceptance of the Minutes of the September 23, 2020 Audit Committee Meeting**

Mr. Flint presented the minutes of the September 23, 2020 Board of Supervisors and Audit Committee meetings and asked for comments, corrections, or changes. The Board had no changes to the meeting minutes.

On MOTION by Mr. Morgan, seconded by Mr. Iorio, with all in favor, the Minutes of the September 23, 2020 Board of Supervisors Meeting and Acceptance of the Minutes of the September 23, 2020 Audit Committee Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Ratification of Agreements with the Lake County Property Appraiser**

**A. Uniform Collection Agreement**

Mr. Flint stated this is dealing with the Uniform Collection Method and using the tax bill as the collection method for debt. The Board went through a public hearing process to be able to do that, and the statutes contemplate that they enter into agreements. The first one is an agreement with the property appraiser. The fees that they can charge and their requirement to enter in to this agreement is set in the statutes, so they don't have any ability to negotiate this agreement. Mr. Flint stated that these agreements have been reviewed by counsel.

On MOTION by Mr. Morgan, seconded by Mr. Iorio, with all in favor, the Uniform Collection Agreement, was ratified.

**B. Nondisclosure Agreement**

Mr. Flint stated this is a Nondisclosure Agreement between the Property Appraiser and the CDD. There were some additional penalties put in the statutes if information that is supposed to be confidential is disclosed, namely that deals with people like police officers and fire fighters. There are limited circumstances where people can ask that their personal information be kept confidential. What this agreement does is it requires the District to keep any information that they provide us that is supposed to be confidential, confidential. This is standard. Most of the property appraisers in the State are required to use these types of agreements. Mr. Flint asked if there were any questions, and the Board had none.

On MOTION by Mr. Morgan, seconded by Mr. Iorio, with all in favor, the Nondisclosure Agreement, was ratified.

**C. Agreement for Use of TRIM Notice**

Mr. Flint stated that they require a separate agreement to be able to use the TRIM Notice. There is no additional cost associated with it, but this agreement allows the District’s non-ad valorem assessments to be included on the TRIM Notice once they are levied. Mr. Flint asked if there were any questions on the agreement, the Board had no questions.

On MOTION by Mr. Morgan, seconded by Mr. Iorio, with all in favor, the Agreement for Use of TRIM Notice, was ratified.

**FIFTH ORDER OF BUSINESS**

**Consideration of Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2020**

Mr. Flint stated that the Board selected Grau and this is their engagement letter to perform the audit for Fiscal Year 2020. The fee for the first year is not to exceed \$2,800. They have listed fees for the next four years per the proposal that they submitted when the services were bid. Mr. Flint asked if there were any questions on the agreement.

Ms. Gregory asked if the Board could approve subject to District comment. She stated that she hadn’t had the opportunity to review the form.

On MOTION by Mr. Morgan, seconded by Mr. Iorio, with all in favor, the Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2020 Subject to Review by District Counsel, was accepted.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Gregory stated that there was no Attorney’s report.

**B. Engineer**

Ms. Stalder stated that there was no Engineer’s report. However, Ms. Stalder wanted to follow up on the site work and also making sure that the engineer record is aware that as they go through the process, that they should not turn over any items until they have gone through the District. Ms. Stalder stated that she doesn’t have direct communication with them. She wanted to make sure that was being handled on the developer side.

Mr. Morgan stated as far as he was aware of, the development is on schedule per COVID-19 delays. Mr. Morgan stated that he didn't think they had any turnovers coming up any time soon, but he would make sure that is taken care of.

Mr. Register stated the biggest thing would be platting. He stated that he's made considerations for that for the things that they could turnover. He stated that they would make sure the pass over is appropriate through the CDD.

Ms. Gregory asked what was Mr. Register's timing for completion of the first phase. Mr. Register replied around late March to the first of April. Phase 2 will be following shortly after that.

Mr. Flint asked that they would be looking to issue bonds sometime early first quarter. Mr. Register agreed that was an appropriate target to get reimbursed. He doesn't recall, but he thinks the contemplated construction fund for his work was 5.3. He should have no problem exhausting that in one requisition.

**C. District Manager's Report**

**i. Balance Sheet and Income Statement**

Mr. Flint presented the unaudited financials through September 30<sup>th</sup> and asked if the Board had any questions. He noted that there was no action required.

**ii. Ratification of Funding Request #1**

Mr. Flint stated that the ratification of funding request #1 for Fiscal Year 2021 includes general fund 2020 expenses, a minor capital outlay 2020 expense that is reimbursable once bonds are issued. There are some 2021 General Fund expenses. The total is \$5,424.33. Mr. Flint stated it was transmitted to the developer under the Funding Agreement.

On MOTION by Mr. Morgan, seconded by Mr. Iorio, with all in favor, Funding Request #1, was ratified.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Business**

Mr. Morgan stated that they would like to make some moves on the Board. They would like to move two people off and get Rob Bonin and Lane Register on the Board at some point.

Mr. Flint stated that Lane and Rob are on the call. He stated that currently there is Tony Iorio, Doug Beasley, Adam Morgan, Dan Hieronimus and Tim Tassone on the Board. Mr. Morgan asked if they could get two developers off that Board and get two Lennar people on the Board.

Mr. Flint stated that if someone is on the phone today that they plan on replacing, then they can resign. Mr. Flint stated the problem is they can't get below three members and this might want to be done at the next meeting. He noted that it's difficult to do it on this call because he can't administer the Oath of Office as people resign.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Morgan, seconded by Mr. Beasley, with all in favor, the meeting was adjourned at 10:20 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman