

*Lake Emma  
Community Development District*

*Agenda*

*April 24, 2024*

# AGENDA

*Lake Emma*  
*Community Development District*

219 E. Livingston Street, Orlando, FL 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

April 17, 2024

Board of Supervisors  
Lake Emma Community  
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lake Emma Community Development District will be held **Wednesday, April 24, 2024, at 10:00 AM at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, FL 34711.** Following is the advance agenda for the regular meeting:

**Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the January 24, 2024, Board of Supervisors Meeting
4. Consideration of Resolution 2024-01 Approving the Fiscal Year 2025 Proposed Budget and Setting a Public Hearing to Adopt
5. Consideration of Resolution 2024-02 Setting a Date, Time and Location for Landowners' Election and Meeting
6. Consideration of Acquisition of Phase 4 Improvements
7. Discussion of Addendum No. 2 Landscape Maintenance for Phase 4 Ponds
8. Staff Reports
  - a. Attorney
  - b. Engineer
  - c. District Manager's Report
    - i. Check Run Summary
    - ii. Balance Sheet & Income Statement
9. Other Business
10. Supervisors Requests and Audience Comments
11. Adjournment

# MINUTES

**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, **January 24, 2024** at 10:00 a.m. at the Cooper Memorial Library, 2525 Oakley Seaver Drive, Clermont, Florida.

Present and constituting a quorum:

Adam Morgan  
Tony Iorio  
Doug Beasley  
Brent Kewley

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

George Flint  
Tucker Mackie  
Khris Brown  
Alan Scheerer

District Manager, GMS  
District Counsel, Kutak Rock  
District Engineer, Dewberry  
Field Manager, GMS

**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 October 25,  
2023 Board of Supervisors Meeting**

Mr. Flint presented the minutes of the October 25, 2023 Board of Supervisors meeting and asked for comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Morgan, seconded by Mr. Beasley, with all in favor, the Minutes of the October 25, 2023 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal for Phase 3 Pond Landscape Maintenance**

Mr. Flint reviewed the proposal for Phase 3 pond landscape maintenance from Cherrylake totaling \$10,164 annually.

On MOTION by Mr. Morgan, seconded by Mr. Beasley, with all in favor, the Proposal for Phase 3 Pond Landscape Maintenance, was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Mackie had nothing to report.

**B. Engineer**

Mr. Brown had nothing further to report.

**C. District Manager’s Report**

**i. Check Run Summary**

Mr. Flint presented the check register from October 18, 2023 through January 17, 2024 totaling \$631,596.42. Mr. Flint noted that the majority of the amount is transferring the debt service assessment revenue to the Trustee. The Board had no questions on the check register.

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

**ii. Balance Sheet and Income Statement**

Mr. Flint presented the unaudited financials through December 31<sup>st</sup>. He asked for any questions, there is no action required. Mr. Morgan asked if the construction funds had been exhausted, and Mr. Flint stated that there was \$5,486. Mr. Flint stated that they could look at the last requisition to see if they provided expenses in excess of revenue.

**iii. Ratification of Series 2023 AA2 Requisition #2**

Mr. Flint presented the Series 2023 AA2 Requisition #2 which was for engineering services for \$2,240 related to preparation and finalization of the supplemental engineer’s report for completion of Phase 4.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the **Series 2023 AA2 Requisition #2**, was ratified.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisor’s Business**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the meeting was adjourned.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# SECTION IV



## RESOLUTION 2024-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Lake Emma Community Development District (“**District**”) prior to June 15, 2024, proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: July 24, 2024  
HOUR: 10:00 AM  
LOCATION: Cooper Memorial Public Library  
2525 Oakley Seaver Drive  
Clermont, FL 34711

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to the local general-purpose governments at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 24<sup>th</sup> DAY OF APRIL, 2024.**

ATTEST:

**LAKE EMMA COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Proposed Budget

***Lake Emma***  
***Community Development District***

***Proposed Budget***  
***FY2025***

**GMS**  
GOVERNMENTAL MANAGEMENT SERVICES

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**Lake Emma**  
**Community Development District**  
**Proposed Budget**  
**FY2025**  
**General Fund**

	Adopted Budget FY2024	Actual Thru 3/31/24	Projected Next 6 Months	Total Projected 9/30/24	Proposed Budget FY2025
<b>Revenues:</b>					
Administrative Assessments - Outside AA1-2	\$ 35,517	\$ 26,638	\$ 8,879	\$ 35,517	\$ 35,531
Administrative Assessments - AA1-2	\$ 81,319	\$ 61,171	\$ 20,390	\$ 81,561	\$ 81,305
Maintenance Assessments - AA1-2	\$ 88,517	\$ 87,049	\$ 1,226	\$ 88,274	\$ 88,517
<b>Total Revenues</b>	<b>\$ 205,353</b>	<b>\$ 174,858</b>	<b>\$ 30,495</b>	<b>\$ 205,353</b>	<b>\$ 205,353</b>
<b>Expenditures:</b>					
<b>Administrative:</b>					
Supervisor Fees	\$ 6,000	\$ 800	\$ 800	\$ 1,600	\$ 6,000
FICA Expense	\$ 459	\$ 61	\$ 61	\$ 122	\$ 459
Engineering Fees	\$ 12,000	\$ 98	\$ 3,902	\$ 4,000	\$ 8,000
Attorney	\$ 20,000	\$ 3,060	\$ 6,940	\$ 10,000	\$ 16,679
Arbitrage	\$ 900	\$ 450	\$ 450	\$ 900	\$ 900
Dissemination	\$ 7,000	\$ 3,500	\$ 3,500	\$ 7,000	\$ 10,850
Annual Audit	\$ 6,100	\$ -	\$ 6,100	\$ 6,100	\$ 6,200
Trustee Fees	\$ 8,100	\$ -	\$ 8,100	\$ 8,100	\$ 8,100
Assessment Administration	\$ 5,300	\$ 5,300	\$ -	\$ 5,300	\$ 5,565
Management Fees	\$ 36,750	\$ 18,375	\$ 18,375	\$ 36,750	\$ 40,000
Information Technology	\$ 1,800	\$ 900	\$ 900	\$ 1,800	\$ 1,890
Website Maintenance	\$ 1,200	\$ 600	\$ 600	\$ 1,200	\$ 1,260
Telephone	\$ 300	\$ -	\$ 50	\$ 50	\$ 100
Postage	\$ 750	\$ 121	\$ 254	\$ 375	\$ 750
Printing & Binding	\$ 592	\$ 13	\$ 62	\$ 75	\$ 250
Insurance	\$ 6,210	\$ 5,871	\$ -	\$ 5,871	\$ 6,458
Legal Advertising	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Other Current Charges	\$ 600	\$ 270	\$ 244	\$ 514	\$ 600
Office Supplies	\$ 50	\$ 15	\$ 15	\$ 30	\$ 50
Property Taxes	\$ 50	\$ 17	\$ -	\$ 17	\$ 50
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Total Administrative:</b>	<b>\$ 116,836</b>	<b>\$ 39,626</b>	<b>\$ 52,854</b>	<b>\$ 92,480</b>	<b>\$ 116,836</b>
<b>Operations &amp; Maintenance</b>					
Field Services	\$ 7,875	\$ 3,938	\$ 3,938	\$ 7,875	\$ 10,000
Landscape Maintenance	\$ 43,272	\$ 14,507	\$ 21,636	\$ 36,143	\$ 45,436
Repairs & Maintenance	\$ 5,000	\$ -	\$ 2,500	\$ 2,500	\$ 5,000
Stormwater Repairs & Maintenance	\$ 20,000	\$ -	\$ 10,000	\$ 10,000	\$ 16,000
Contingency	\$ 5,000	\$ -	\$ 2,500	\$ 2,500	\$ 5,000
Capital Outlay	\$ 7,370	\$ -	\$ 3,685	\$ 3,685	\$ 7,081
<b>Total Operations &amp; Maintenance:</b>	<b>\$ 88,517</b>	<b>\$ 18,444</b>	<b>\$ 44,259</b>	<b>\$ 62,703</b>	<b>\$ 88,517</b>
<b>Total Expenditures</b>	<b>\$ 205,353</b>	<b>\$ 58,070</b>	<b>\$ 97,112</b>	<b>\$ 155,183</b>	<b>\$ 205,353</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ -</b>	<b>\$ 116,787</b>	<b>\$ (66,617)</b>	<b>\$ 50,170</b>	<b>\$ -</b>

# Lake Emma

## Community Development District

### Gross Per Unit Assessment Chart

Net Administrative Annual Assessments (Total)	\$116,836
Collection Cost (6%)	<u>\$7,458</u>
Gross Assessments	<u><u>\$124,294</u></u>

Property Type	Units	ERU Factor	ERUs	Gross Per Unit	Total Gross
40' Lots	294	0.8	235.2	\$85.47	\$25,127.95
50' Lots	571	1	571	\$106.84	\$61,003.66
60' Lots	218	1.2	261.6	\$128.20	\$27,948.44
65' Lots	24	1.3	31.2	\$138.89	\$3,333.30
70' Lots	46	1.4	64.4	\$149.57	\$6,880.27
Total	1153		1163.4		\$124,293.62

Net Administrative Annual Assessments (Outside AA1-2)	\$35,531
Collection Cost (6%)	<u>\$2,268</u>
Gross Assessments	<u><u>\$37,799</u></u>

Property Type	Units	ERU Factor	ERUs	Gross Per Unit	Total Gross
40' Lots	41	0.8	32.8	\$85.47	\$3,504.24
50' Lots	178	1	178	\$106.84	\$19,016.90
60' Lots	50	1.2	60	\$128.20	\$6,410.19
65' Lots	24	1.3	31.2	\$138.89	\$3,333.30
70' Lots	37	1.4	51.8	\$149.57	\$5,534.13
Total	330		353.8		\$37,798.76

Net Administrative Annual Assessments (Assessment Area 1-2)	\$81,305.16
Collection Cost (6%)	<u>\$5,189.69</u>
Gross Assessments	<u><u>\$86,494.85</u></u>

Property Type	Units	ERU Factor	ERUs	Gross Per Unit	Total Gross
40' Lots	253	0.8	202.4	\$85.47	\$21,623.71
50' Lots	393	1	393	\$106.84	\$41,986.76
60' Lots	168	1.2	201.6	\$128.20	\$21,538.24
65' Lots	0	1.3	0	\$138.89	\$0.00
70' Lots	9	1.4	12.6	\$149.57	\$1,346.14
Total	823		809.6		\$86,494.85

Net Maintenance Annual Assessments (Assessment Area 1-2)	\$88,517
Collection Cost (6%)	<u>\$5,650</u>
Gross Assessments	<u><u>\$94,167</u></u>

Property Type	Units	ERU Factor	ERUs	Gross Per Unit	Total Gross
40' Lots	253	0.8	202.4	\$93.05	\$23,541.65
50' Lots	393	1	393	\$116.31	\$45,710.81
60' Lots	168	1.2	201.6	\$139.57	\$23,448.60
65' Lots	0	1.3	0	\$0.00	\$0.00
70' Lots	9	1.4	12.6	\$162.84	\$1,465.54
Total	823		809.6		\$94,166.60

Net Administrative & Maintenance Annual Assessments (Assessment Area 1-2)	\$169,822
Collection Cost (6%)	<u>\$10,840</u>
Gross Assessments	<u><u>\$180,661</u></u>

Property Type	Units	ERU Factor	ERUs	Gross Per Unit	Total Gross
40' Lots	253	0.8	202.4	\$178.52	\$45,165.36
50' Lots	393	1	393	\$223.15	\$87,697.57
60' Lots	168	1.2	201.6	\$267.78	\$44,986.84
65' Lots	0	1.3	0	\$0.00	\$0.00
70' Lots	9	1.4	12.6	\$312.41	\$2,811.68
Total	823		809.6		\$180,661.45

**Lake Emma**  
**Community Development District**  
GENERAL FUND BUDGET

**REVENUES:**

*Administrative Assessments*

The District will levy a non-ad valorem assessment on all the assessable property within the district to fund the administrative portion of the general fund expenditures during the fiscal year.

*Maintenance Assessments*

The District will levy a non-ad valorem assessment on all the assessable property within Assessment Area One and Assessment Area Two to fund all operations and maintenance expenditures during the fiscal year.

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**EXPENDITURES:**

**Administrative:**

*Supervisor Fees*

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. Amount is based on 5 supervisors attending 6 meetings during the fiscal year.

*FICA Expense*

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisor checks.

*Engineering Fees*

The District's engineer, Dewberry Engineers, Inc., will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

*Attorney*

The District's legal counsel, Kutak Rock LLP, will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

*Arbitrage*

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2021 Special Assessment Bonds (Assessment Area One) and the Series 2023 Special Assessment Bonds (Assessment Area Two). The District is expected to issue a new bond series in FY2025.

# Lake Emma

## Community Development District

### GENERAL FUND BUDGET

#### Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. The District has contracted with Governmental Management Services-Central Florida, LLC for this service on the Series 2021 Special Assessment Bonds (Assessment Area One) and the Series 2023 Special Assessment Bonds (Assessment Area Two). The District is expected to issue a new bond series in FY2025.

#### Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District has contracted with Grau & Associates for this service.

#### Trustee Fees

The District will pay annual trustee fees for the Series 2021 Special Assessment Bonds (Assessment Area One) and the Series 2023 Special Assessment Bonds (Assessment Area Two) that are deposited with a Trustee at USBank. The District is expected to issue a new series in FY2025.

#### Assessment Administration

The District has contracted with Governmental Management Services-Central Florida, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

#### Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, annual audit, etc.

#### Information Technology

The District has contracted with Governmental Management Services-Central Florida, LLC for costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, positive pay implementation and programming for fraud protection, accounting software, Adobe, Microsoft Office, etc.

#### Website Maintenance

The District has contracted with Governmental Management Services-Central Florida, LLC for the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

#### Telephone

Telephone and fax machine.

#### Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.



# Lake Emma

## Community Development District

### GENERAL FUND BUDGET

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Insurance

The District’s general liability and public officials liability insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

Office Supplies

Miscellaneous office supplies.

Property Taxes

Represents estimated costs billed by Lake County Property Appraiser’s office.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175. This is the only expense under this category for the District.

**Operations & Maintenance:**

Field Services

The District has contracted with Governmental Management Services-Central Florida, LLC for onsite field management of contracts for the District such as landscape maintenance. Services to include onsite inspections, meetings with contractors, attend Board meetings and receive and respond to property owner phone calls and emails.

Landscape Maintenance

Represents proposed costs provided by CherryLake Inc. for landscape maintenance of dry retention ponds located within the District’s boundaries.

Description	Monthly	Annual
Trinity Lake Ponds & Disking	\$1,959	\$23,508
Phase 3 Ponds	\$847	\$10,164
Phase 4 Ponds	\$800	\$9,600
Contingency		\$2,164
<b>Total</b>		<b>\$45,436</b>

**Lake Emma**  
**Community Development District**  
GENERAL FUND BUDGET

Repairs & Maintenance

Represents general repairs and maintenance costs that are not budgeted under any other budget line item.

Stormwater Repairs & Maintenance

Represents estimated costs for storm structure maintenance and erosion repairs.

Contingency

Represents any additional field expense that may not have been provided for in the budget.

Capital Outlay

Represents costs for capital outlay related expenses.

**Lake Emma**  
**Community Development District**  
**Proposed Budget**  
**FY2025**  
**Debt Service Fund**  
**Series 2021**

	Adopted Budget	Actual Thru	Projected Next	Total Projected	Proposed Budget
	FY2024	3/31/24	6 Months	9/30/24	FY2025

**Revenues:**

Special Assessments	\$ 393,888	\$ 388,465	\$ 5,423	\$ 393,888	\$ 393,888
Interest	\$ 12,000	\$ 10,781	\$ 7,250	\$ 18,031	\$ 18,000
Carry Forward Surplus	\$ 151,928	\$ 154,796	\$ -	\$ 154,796	\$ 172,140
<b>Total Revenues</b>	<b>\$ 557,816</b>	<b>\$ 554,042</b>	<b>\$ 12,673</b>	<b>\$ 566,715</b>	<b>\$ 584,028</b>

**Expenditures:**

**Series 2021**

Interest - 12/15	\$ 122,288	\$ 122,288	\$ -	\$ 122,288	\$ 120,413
Principal - 06/15	\$ 150,000	\$ -	\$ 150,000	\$ 150,000	\$ 155,000
Interest - 06/15	\$ 122,288	\$ -	\$ 122,288	\$ 122,288	\$ 120,413
<b>Total Expenditures</b>	<b>\$ 394,575</b>	<b>\$ 122,288</b>	<b>\$ 272,288</b>	<b>\$ 394,575</b>	<b>\$ 395,825</b>

<b>Excess Revenues (Expenditures)</b>	<b>\$ 163,241</b>	<b>\$ 431,755</b>	<b>\$ (259,615)</b>	<b>\$ 172,140</b>	<b>\$ 188,203</b>
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<b>Interest - 12/15/2025</b>	<b>\$118,475</b>
<b>Total</b>	<b>\$118,475</b>
<b>Net Assessment</b>	<b>\$393,888</b>
<b>Collection Cost (6%)</b>	<b>\$25,142</b>
<b>Gross Assessment</b>	<b>\$419,030</b>

Property Type	Units	Gross Per Unit	Gross Total
40' Lots	133	\$813	\$108,106
50' Lots	189	\$984	\$185,938
60' Lots	94	\$1,196	\$112,424
70' Lots	9	\$1,396	\$12,561
<b>Total</b>	<b>425</b>		<b>\$419,030</b>

**Lake Emma**  
**Series 2021, Special Assessment Bonds (Assessment Area One)**  
**(Term Bonds Combined)**

**Amortization Schedule**

Date	Balance	Principal	Interest	Annual
6/15/24	\$ 6,755,000	\$ 150,000	\$ 122,287.50	\$ -
12/15/24	\$ 6,605,000	\$ -	\$ 120,412.50	\$ 392,700.00
6/15/25	\$ 6,605,000	\$ 155,000	\$ 120,412.50	\$ -
12/15/25	\$ 6,450,000	\$ -	\$ 118,475.00	\$ 393,887.50
6/15/26	\$ 6,450,000	\$ 155,000	\$ 118,475.00	\$ -
12/15/26	\$ 6,295,000	\$ -	\$ 116,537.50	\$ 390,012.50
6/15/27	\$ 6,295,000	\$ 160,000	\$ 116,537.50	\$ -
12/15/27	\$ 6,135,000	\$ -	\$ 114,057.50	\$ 390,595.00
6/15/28	\$ 6,135,000	\$ 165,000	\$ 114,057.50	\$ -
12/15/28	\$ 5,970,000	\$ -	\$ 111,500.00	\$ 390,557.50
6/15/29	\$ 5,970,000	\$ 170,000	\$ 111,500.00	\$ -
12/15/29	\$ 5,800,000	\$ -	\$ 108,865.00	\$ 390,365.00
6/15/30	\$ 5,800,000	\$ 175,000	\$ 108,865.00	\$ -
12/15/30	\$ 5,625,000	\$ -	\$ 106,152.50	\$ 390,017.50
6/15/31	\$ 5,625,000	\$ 180,000	\$ 106,152.50	\$ -
12/15/31	\$ 5,445,000	\$ -	\$ 103,362.50	\$ 389,515.00
6/15/32	\$ 5,445,000	\$ 190,000	\$ 103,362.50	\$ -
12/15/32	\$ 5,255,000	\$ -	\$ 100,037.50	\$ 393,400.00
6/15/33	\$ 5,255,000	\$ 195,000	\$ 100,037.50	\$ -
12/15/33	\$ 5,060,000	\$ -	\$ 96,625.00	\$ 391,662.50
6/15/34	\$ 5,060,000	\$ 200,000	\$ 96,625.00	\$ -
12/15/34	\$ 4,860,000	\$ -	\$ 93,125.00	\$ 389,750.00
6/15/35	\$ 4,860,000	\$ 210,000	\$ 93,125.00	\$ -
12/15/35	\$ 4,650,000	\$ -	\$ 89,450.00	\$ 392,575.00
6/15/36	\$ 4,650,000	\$ 215,000	\$ 89,450.00	\$ -
12/15/36	\$ 4,435,000	\$ -	\$ 85,687.50	\$ 390,137.50
6/15/37	\$ 4,435,000	\$ 225,000	\$ 85,687.50	\$ -
12/15/37	\$ 4,210,000	\$ -	\$ 81,750.00	\$ 392,437.50
6/15/38	\$ 4,210,000	\$ 230,000	\$ 81,750.00	\$ -
12/15/38	\$ 3,980,000	\$ -	\$ 77,725.00	\$ 389,475.00
6/15/39	\$ 3,980,000	\$ 240,000	\$ 77,725.00	\$ -
12/15/39	\$ 3,740,000	\$ -	\$ 73,525.00	\$ 391,250.00
6/15/40	\$ 3,740,000	\$ 250,000	\$ 73,525.00	\$ -
12/15/40	\$ 3,490,000	\$ -	\$ 69,150.00	\$ 392,675.00
6/15/41	\$ 3,490,000	\$ 260,000	\$ 69,150.00	\$ -
12/15/41	\$ 3,230,000	\$ -	\$ 64,600.00	\$ 393,750.00
6/15/42	\$ 3,230,000	\$ 270,000	\$ 64,600.00	\$ -
12/15/42	\$ 2,960,000	\$ -	\$ 59,200.00	\$ 393,800.00
6/15/43	\$ 2,960,000	\$ 280,000	\$ 59,200.00	\$ -
12/15/43	\$ 2,680,000	\$ -	\$ 53,600.00	\$ 392,800.00
6/15/44	\$ 2,680,000	\$ 290,000	\$ 53,600.00	\$ -
12/15/44	\$ 2,390,000	\$ -	\$ 47,800.00	\$ 391,400.00
6/15/45	\$ 2,390,000	\$ 300,000	\$ 47,800.00	\$ -
12/15/45	\$ 2,090,000	\$ -	\$ 41,800.00	\$ 389,600.00
6/15/46	\$ 2,090,000	\$ 315,000	\$ 41,800.00	\$ -
12/15/46	\$ 1,775,000	\$ -	\$ 35,500.00	\$ 392,300.00
6/15/47	\$ 1,775,000	\$ 325,000	\$ 35,500.00	\$ -
12/15/47	\$ 1,450,000	\$ -	\$ 29,000.00	\$ 389,500.00
6/15/48	\$ 1,450,000	\$ 340,000	\$ 29,000.00	\$ -
12/15/48	\$ 1,110,000	\$ -	\$ 22,200.00	\$ 391,200.00
6/15/49	\$ 1,110,000	\$ 355,000	\$ 22,200.00	\$ -
12/15/49	\$ 755,000	\$ -	\$ 15,100.00	\$ 392,300.00
6/15/50	\$ 755,000	\$ 370,000	\$ 15,100.00	\$ -
12/15/50	\$ 385,000	\$ -	\$ 7,700.00	\$ 392,800.00
6/15/51	\$ 385,000	\$ 385,000	\$ 7,700.00	\$ 392,700.00
<b>Totals</b>		<b>\$ 6,755,000</b>	<b>\$ 4,208,163</b>	<b>\$ 10,963,162.50</b>

**Lake Emma**  
**Community Development District**  
**Proposed Budget**  
**FY2025**  
**Debt Service Fund**  
**Series 2023**

	Adopted Budget FY2024	Actual Thru 3/31/24	Projected Next 6 Months	Total Projected 9/30/24	Proposed Budget FY2025
<b>Revenues:</b>					
Special Assessments	\$ 457,319	\$ 342,989	\$ 114,330	\$ 457,319	\$ 457,320
Interest	\$ 2,500	\$ 13,943	\$ 13,200	\$ 27,143	\$ 2,500
Carry Forward Surplus	\$ 92,587	\$ 93,011	\$ -	\$ 93,011	\$ 194,843
<b>Total Revenues</b>	<b>\$ 552,406</b>	<b>\$ 449,943</b>	<b>\$ 127,530</b>	<b>\$ 577,473</b>	<b>\$ 654,663</b>
<b>Expenditures:</b>					
<b>Series 2023</b>					
Interest - 11/01	\$ 92,587	\$ 92,587	\$ -	\$ 92,587	\$ 176,950
Principal - 05/01	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 105,000
Interest - 05/01	\$ 179,200	\$ -	\$ 179,200	\$ 179,200	\$ 176,950
<b>Total Expenditures</b>	<b>\$ 371,787</b>	<b>\$ 92,587</b>	<b>\$ 279,200</b>	<b>\$ 371,787</b>	<b>\$ 458,900</b>
<b>Other Sources/(Uses)</b>					
Transfer In/(Out)	\$ -	\$ (10,843)	\$ -	\$ (10,843)	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ (10,843)</b>	<b>\$ -</b>	<b>\$ (10,843)</b>	<b>\$ -</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 180,619</b>	<b>\$ 346,513</b>	<b>\$ (151,670)</b>	<b>\$ 194,843</b>	<b>\$ 195,763</b>

Interest - 11/1/2025	<u>\$174,588</u>
<b>Total</b>	<u><u>\$174,588</u></u>
<b>Net Assessment</b>	<u>\$457,320</u>
<b>Collection Cost (6%)</b>	<u>\$29,191</u>
<b>Gross Assessment</b>	<u><u>\$486,510</u></u>

Property Type	Units	Gross Per Unit	Gross Total
40' Lots	120	\$1,099	\$131,894
50' Lots	204	\$1,249	\$254,796
60' Lots	74	\$1,349	\$99,820
<b>Total</b>	<b>398</b>		<b>\$486,510</b>

**Lake Emma**  
**Series 2023, Special Assessment Bonds (Assessment Area Two)**  
**(Term Bonds Combined)**

**Amortization Schedule**

Date	Balance	Principal	Interest	Annual
5/1/24	\$ 6,775,000	\$ 100,000	\$ 179,200.00	\$ -
11/1/24	\$ 6,675,000	\$ -	\$ 176,950.00	\$ 456,150.00
5/1/25	\$ 6,675,000	\$ 105,000	\$ 176,950.00	\$ -
11/1/25	\$ 6,570,000	\$ -	\$ 174,587.50	\$ 456,537.50
5/1/26	\$ 6,570,000	\$ 110,000	\$ 174,587.50	\$ -
11/1/26	\$ 6,460,000	\$ -	\$ 172,112.50	\$ 456,700.00
5/1/27	\$ 6,460,000	\$ 115,000	\$ 172,112.50	\$ -
11/1/27	\$ 6,345,000	\$ -	\$ 169,525.00	\$ 456,637.50
5/1/28	\$ 6,345,000	\$ 120,000	\$ 169,525.00	\$ -
11/1/28	\$ 6,225,000	\$ -	\$ 166,825.00	\$ 456,350.00
5/1/29	\$ 6,225,000	\$ 125,000	\$ 166,825.00	\$ -
11/1/29	\$ 6,100,000	\$ -	\$ 164,012.50	\$ 455,837.50
5/1/30	\$ 6,100,000	\$ 130,000	\$ 164,012.50	\$ -
11/1/30	\$ 5,970,000	\$ -	\$ 161,087.50	\$ 455,100.00
5/1/31	\$ 5,970,000	\$ 135,000	\$ 161,087.50	\$ -
11/1/31	\$ 5,835,000	\$ -	\$ 157,543.75	\$ 453,631.25
5/1/32	\$ 5,835,000	\$ 145,000	\$ 157,543.75	\$ -
11/1/32	\$ 5,690,000	\$ -	\$ 153,737.50	\$ 456,281.25
5/1/33	\$ 5,690,000	\$ 150,000	\$ 153,737.50	\$ -
11/1/33	\$ 5,540,000	\$ -	\$ 149,800.00	\$ 453,537.50
5/1/34	\$ 5,540,000	\$ 160,000	\$ 149,800.00	\$ -
11/1/34	\$ 5,380,000	\$ -	\$ 145,600.00	\$ 455,400.00
5/1/35	\$ 5,380,000	\$ 170,000	\$ 145,600.00	\$ -
11/1/35	\$ 5,210,000	\$ -	\$ 141,137.50	\$ 456,737.50
5/1/36	\$ 5,210,000	\$ 175,000	\$ 141,137.50	\$ -
11/1/36	\$ 5,035,000	\$ -	\$ 136,543.75	\$ 452,681.25
5/1/37	\$ 5,035,000	\$ 185,000	\$ 136,543.75	\$ -
11/1/37	\$ 4,850,000	\$ -	\$ 131,687.50	\$ 453,231.25
5/1/38	\$ 4,850,000	\$ 195,000	\$ 131,687.50	\$ -
11/1/38	\$ 4,655,000	\$ -	\$ 126,568.75	\$ 453,256.25
5/1/39	\$ 4,655,000	\$ 205,000	\$ 126,568.75	\$ -
11/1/39	\$ 4,450,000	\$ -	\$ 121,187.50	\$ 452,756.25
5/1/40	\$ 4,450,000	\$ 220,000	\$ 121,187.50	\$ -
11/1/40	\$ 4,230,000	\$ -	\$ 115,412.50	\$ 456,600.00
5/1/41	\$ 4,230,000	\$ 230,000	\$ 115,412.50	\$ -
11/1/41	\$ 4,000,000	\$ -	\$ 109,375.00	\$ 454,787.50
5/1/42	\$ 4,000,000	\$ 245,000	\$ 109,375.00	\$ -
11/1/42	\$ 3,755,000	\$ -	\$ 102,943.75	\$ 457,318.75
5/1/43	\$ 3,755,000	\$ 255,000	\$ 102,943.75	\$ -
11/1/43	\$ 3,500,000	\$ -	\$ 96,250.00	\$ 454,193.75
5/1/44	\$ 3,500,000	\$ 270,000	\$ 96,250.00	\$ -
11/1/44	\$ 3,230,000	\$ -	\$ 88,825.00	\$ 455,075.00
5/1/45	\$ 3,230,000	\$ 285,000	\$ 88,825.00	\$ -
11/1/45	\$ 2,945,000	\$ -	\$ 80,987.50	\$ 454,812.50
5/1/46	\$ 2,945,000	\$ 300,000	\$ 80,987.50	\$ -
11/1/46	\$ 2,645,000	\$ -	\$ 72,737.50	\$ 453,725.00
5/1/47	\$ 2,645,000	\$ 320,000	\$ 72,737.50	\$ -
11/1/47	\$ 2,325,000	\$ -	\$ 63,937.50	\$ 456,675.00
5/1/48	\$ 2,325,000	\$ 335,000	\$ 63,937.50	\$ -
11/1/48	\$ 1,990,000	\$ -	\$ 54,725.00	\$ 453,662.50
5/1/49	\$ 1,990,000	\$ 355,000	\$ 54,725.00	\$ -
11/1/49	\$ 1,635,000	\$ -	\$ 44,962.50	\$ 454,687.50
5/1/50	\$ 1,635,000	\$ 375,000	\$ 44,962.50	\$ -
11/1/50	\$ 1,260,000	\$ -	\$ 34,650.00	\$ 454,612.50
5/1/51	\$ 1,260,000	\$ 395,000	\$ 34,650.00	\$ -
11/1/51	\$ 865,000	\$ -	\$ 23,787.50	\$ 453,437.50
5/1/52	\$ 865,000	\$ 420,000	\$ 23,787.50	\$ -
11/1/52	\$ 445,000	\$ -	\$ 12,237.50	\$ 456,025.00
5/1/53	\$ 445,000	\$ 445,000	\$ 12,237.50	\$ 457,237.50
<b>Totals</b>		<b>\$ 6,775,000</b>	<b>\$ 6,878,675</b>	<b>\$ 13,653,675.00</b>

# SECTION V

**RESOLUTION 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS’ MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, Lake Emma Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated within the City of Groveland, Lake County, Florida; and

**WHEREAS**, pursuant to Section 190.006(1), *Florida Statutes*, the District’s Board of Supervisors (“**Board**”) “shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*],” and the Board shall consist of five members; and

**WHEREAS**, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT:**

**1. EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.**

The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Anthony Iorio	11/2024
2	Doug Beasley	11/2024
3	Jason Lonas	11/2026
4	Adam Morgan	11/2026
5	Brent Kewley	11/2024

This year, Seat 1, currently held by Anthony Iorio, Seat 2, currently held by Doug Beasley, and Seat 5, currently held by Brent Kewley are subject to a landowner election. The term of office for the successful landowner candidate shall commence upon election and shall be for a four year period.

**2. LANDOWNER’S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the **27<sup>th</sup> day of November 2024, at 10:00 a.m., and located at 2525 Oakley Seaver Drive, Clermont, FL 34711.**



3. **PUBLICATION.** The District’s Secretary is hereby directed to publish notice of the landowners’ meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners’ meeting and election have been announced by the Board at its **April 24, 2024** meeting. A sample notice of landowners’ meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the office of the District Manager, Governmental Management Services – Central Florida LLC, located at 219 East Livingston Street, Orlando, Florida 32801.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED THIS 24<sup>th</sup> DAY OF APRIL 2024.**

**LAKE EMMA COMMUNITY  
DEVELOPMENT DISTRICT**

**ATTEST:**

\_\_\_\_\_  
CHAIRPERSON / VICE CHAIRPERSON

\_\_\_\_\_  
SECRETARY / ASST. SECRETARY

**EXHIBIT A**

**NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Lake Emma Community Development District (“**District**”) the location of which is generally described as comprising a parcel or parcels of land containing approximately 412.971 acres, more or less, generally located at the intersection of Lake Emma Road and State Road 19 in the City of Groveland, within Lake County, Florida, advising that a meeting of landowners will be held for the purpose of electing one (1) person to the District’s Board of Supervisors (“**Board**”, and individually, “**Supervisor**”). Immediately following the landowners’ meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE:  
HOUR:  
LOCATION:

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Governmental Management Services – Central Florida LLC, 219 East Livingston Street, Orlando, Florida 32801 Ph: (407) 841-5524 (“**District Manager’s Office**”). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy. At the landowners’ meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners’ meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager’s Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager’s Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District Manager  
Run Date(s): \_\_\_\_\_ & \_\_\_\_\_

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF  
LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT  
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING

TIME:

LOCATION:

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, one (1) seat on the Board will be up for election in a landowner seat for a four year period. The term of office for the successful landowner candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**LANDOWNER PROXY**

**LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT  
LAKE COUNTY, FLORIDA  
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints \_\_\_\_\_ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Lake Emma Community Development District to be held at **[Location], [Address], on [Election Date], at [Time]**, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

\_\_\_\_\_  
Printed Name of Legal Owner

\_\_\_\_\_  
Signature of Legal Owner

\_\_\_\_\_  
Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Total Number of Authorized Votes:** \_\_\_\_\_

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes*, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

**OFFICIAL BALLOT**  
**LAKE EMMA COMMUNITY DEVELOPMENT DISTRICT**  
**LAKE COUNTY, FLORIDA**  
**LANDOWNERS' MEETING**

**For Election (1 Supervisor):** The candidate receiving the highest number of votes will receive a four (4) year term, with the term of office for the successful candidate commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Lake Emma Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

**Attach Proxy.**

I, \_\_\_\_\_, as Landowner, or as the proxy holder of \_\_\_\_\_  
(Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# SECTION VI

*to be provided under  
separate cover*

# SECTION VII





# Addendum No. 2

April 8, 2024

Customer:  
Alan Sheerer  
Lake Emma Community  
Development District  
219 East Livingston Street  
Orlando, Florida 32801

Job:  
Trinity Lakes Phase 4  
CCD Ponds Maintenance

This Addendum is entered into by and between the Lake Emma Community Development District and Cherrylake, Inc. and will become effective upon full execution by the parties. This Addendum modifies the Lake Emma Community Development District Maintenance CONTRACT which was executed August 20, 2021 such that the following Maintenance Services are being added/deleted at the specified rates below.

All other terms and conditions set forth in the Lake Emma Community Development District Maintenance CONTRACT shall remain in full force and effect, except as modified by the terms of this Addendum.

Description	Specification	Monthly	Annual
General Services (Mow and Detail)		\$585.00	\$7,020.00
Ant Bait mounds treated when observed		\$2.00	\$24.00
Pond Bottom Discing 12x per year		\$213.00	\$2,556.00
		\$800.00	\$9,600.00

### Qualifications

See attached proposal.

CLIENT

CONTRACTOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



# Trinity Lakes Phase 4 CDD Ponds Only

Prepared for:  
**GMS Central Florida**  
Landscape Maintenance Bid



4/5/2023



GMS Central Florida  
Alan Scheerer

Dear Alan Scheerer,

We are pleased to present our proposal for the landscape maintenance of Trinity Lakes Phase 4 CDD Ponds Only. We encourage any questions, comments or concerns that you may have and look forward to working with you.

Summary of Base Proposal:

	<b>Monthly</b>		<b>Annually</b>	
General Services (Mow and Detail)	\$	585	\$	7,020
Ant Bait mounds treated when observed	\$	2	\$	24
<b>BASE SERVICES</b>	<b>\$</b>	<b>587</b>	<b>\$</b>	<b>7,044</b>
<b>*ADDITIONAL SERVICES</b>				
Pond Bottom Discing 12x per year	\$	213	\$	2,556
<b>FULL SERVICE TOTAL</b>	<b>\$</b>	<b>800</b>	<b>\$</b>	<b>9,600</b>

\*Additional Services prices not guaranteed if not part of the contract

Thank you kindly for the opportunity,

Luis Juliao  
Landscape Maintenance Business Developer  
(407) 866-7000

## PROPOSAL BREAKDOWN - Trinity Lakes Phase 4 CDD Ponds Only

### General Services

DESCRIPTION	VISITS	PER MONTH	PER YEAR
General Services		\$ 585	\$ 7,020
Bahia	27		

*Included in Base Services*

**Subtotal \$ 7,020**

### Ant Control

DESCRIPTION	PER MONTH	PER YEAR
Ant Control	\$ 2	\$ 24
Mounds Treated when observed		

*Included in Base Services*

**Subtotal \$ 24**

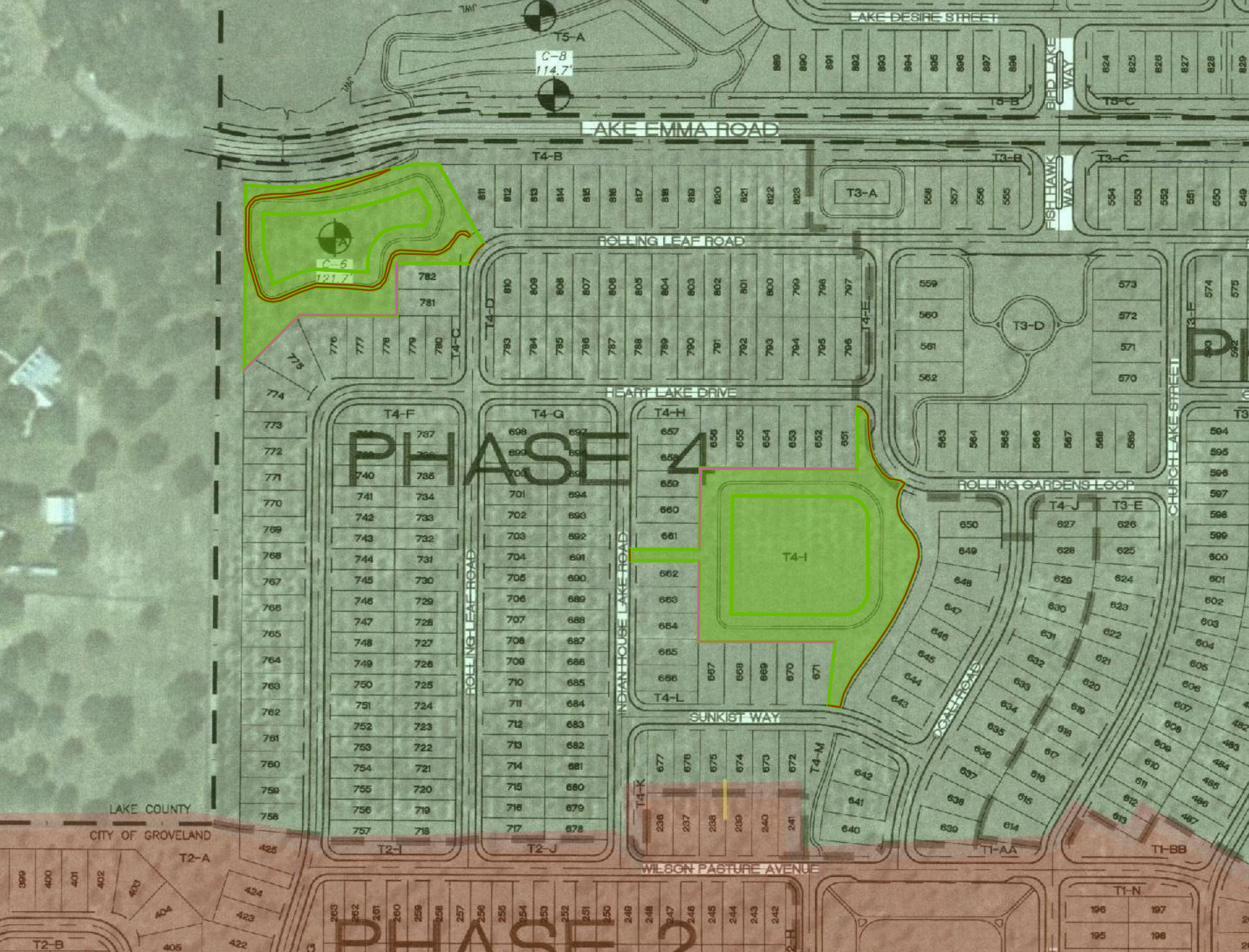
### Additional Services

DESCRIPTION	PER MONTH	PER YEAR
Pond Bottom Discing 12x per year	\$ 213	\$ 2,556.00

*Included in Additional Services*

**Subtotal \$ 2,556.00**

**GRAND TOTAL \$ 9,600**



C-8  
114.7

C-5  
121.7

PHASE 4

PHASE 3

LAKE EMMA ROAD

ROLLING LEAF ROAD

HEART LAKE DRIVE

ROLLING GARDENS LOOP

SUNKIST WAY

WILSON PASTURE AVENUE

T3-A

T2-I

T2-J

T4-K

T4-M

T1-AA

T1-BB

T1-N

T5-A

T4-B

T3-B

T3-C

T4-F

T4-G

T4-H

T4-J

T3-E

ROLLING LEAF ROAD

INDIANHOUSE LAKE ROAD

SCHEIDT WAY

CHURCH LAKE STREET

FISH HAWK WAY

BIRD LAKE WAY

LAKE COUNTY

CITY OF GROVELAND

T2-A

T2-B

T2-C

T2-D

T2-E

T2-F

T2-G

T2-H

T2-I

T2-J

T2-K

T2-L

T2-M

T2-N

T2-O

T2-P

399 400 401 402 403 404 405

425 424 423 422

203 202 201 200 199 198 197 196

255 254 253 252 251 250

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# SECTION VIII

# SECTION C

# SECTION 1



# Lake Emma

## Community Development District

### Summary of Invoices

January 17, 2024 - April 17, 2024

Fund	Date	Check No.'s	Amount
General Fund			
	1/18/24	192-193	\$ 3,942.92
	1/24/24	194	\$ 357.50
	1/25/24	195	\$ 887.50
	2/7/24	196	\$ 2,806.00
	2/15/24	197	\$ 4,003.25
	2/21/24	198	\$ 97.50
	2/22/24	199	\$ 656.25
	2/26/24	200-201	\$ 119,325.30
	3/5/24	202-203	\$ 3,747.00
	3/12/24	204	\$ 4,569.51
	3/20/24	205	\$ 450.00
	4/4/24	206-207	\$ 2,335.84
	4/11/24	208-209	\$ 7,404.79
			\$ 150,583.36
Payroll			
	<u>January 2024</u>		
	Adam Morgan	50018	\$ 184.70
	Brent Kewley	50019	\$ 184.70
			\$ 369.40
<b>TOTAL</b>			<b>\$ 150,952.76</b>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/18/24	00010	1/05/24	114654	202401	320	53800	46200		MTHLY GROUNDS MAINT JAN24 CHERRYLAKE INC	*	2,806.00	2,806.00	000192
1/18/24	00012	1/12/24	01122024	202401	300	20700	10000		FY24 SPCL ASMNT SER2021 LAKE EMMA CDD C/O USBANK, N.A.	*	1,136.92	1,136.92	000193
1/24/24	00014	1/23/24	3340796	202312	310	51300	31500		2024LEGISLATIVE/PRJ.STATS KUTAK ROCK LLP	*	357.50	357.50	000194
1/25/24	00007	5/23/22	2119719	202210	310	51300	31100		STORMWATER NEEDS ANALYSIS DEWBERRY ENGINEERS INC	*	887.50	887.50	000195
2/07/24	00010	2/05/24	115956	202402	320	53800	46200		MTHLY GROUNDS MAINT FEB24 CHERRYLAKE INC	*	2,806.00	2,806.00	000196
2/15/24	00001	2/01/24	86	202402	310	51300	34000		MANAGEMENT FEES FEB24	*	3,062.50		
		2/01/24	86	202402	310	51300	35200		WEBSITE ADMIN FEB24	*	100.00		
		2/01/24	86	202402	310	51300	35100		INFORMATION TECH FEB24	*	150.00		
		2/01/24	86	202402	310	51300	31300		DISSEMINATION FEE FEB24	*	583.33		
		2/01/24	86	202402	310	51300	51000		OFFICE SUPPLIES	*	.27		
		2/01/24	86	202402	310	51300	42000		POSTAGE	*	97.85		
		2/01/24	86	202402	310	51300	42500		COPIES	*	9.30		
									GOVERNMENTAL MANAGEMENT SERVICES			4,003.25	000197
2/21/24	00007	2/12/24	2396997	202401	310	51300	31100		CDD MEETING-GEN.ENG.SRVC DEWBERRY ENGINEERS INC	*	97.50	97.50	000198
2/22/24	00001	2/01/24	87A	202402	320	53800	12000		FIELD MANAGEMENT FEB24 GOVERNMENTAL MANAGEMENT SERVICES	*	656.25	656.25	000199
2/26/24	00012	2/16/24	02162024	202402	300	20700	10000		FY24 DEBT SERVICE SER2021 LAKE EMMA CDD C/O USBANK, N.A.	*	4,995.47	4,995.47	000200

LKEM LAKE EMMA CDD TVISCARRA

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
2/26/24	00012	2/16/24 02162024	202402 300-20700-10100	FY24 HANOVER LAVIANCE LLC	*	114,329.83	
				LAKE EMMA CDD C/O USBANK, N.A.			114,329.83 000201
3/05/24	00010	3/05/24 117207	202403 320-53800-46200	MTHLY GROUNDS MAINT MAR24	*	2,806.00	
				CHERRYLAKE INC			2,806.00 000202
3/05/24	00014	2/29/24 3355590	202401 310-51300-31500	PHONE MTG//ETHIC TRN/AGDA	*	941.00	
				KUTAK ROCK LLP			941.00 000203
3/12/24	00001	3/01/24 88	202403 310-51300-34000	MANAGEMENT FEES MAR24	*	3,062.50	
		3/01/24 88	202403 310-51300-35200	WEBSITE ADMIN MAR24	*	100.00	
		3/01/24 88	202403 310-51300-35100	INFORMATION TECH MAR24	*	150.00	
		3/01/24 88	202403 310-51300-31300	DISSEMINATION FEE MAR24	*	583.33	
		3/01/24 88	202403 310-51300-51000	OFFICE SUPPLIES	*	.03	
		3/01/24 88	202403 310-51300-42000	POSTAGE	*	.64	
		3/01/24 89	202403 320-53800-12000	FIELD MANAGEMENT MAR24	*	656.25	
		3/01/24 89A	202401 310-51300-51000	OFFICE DEPOT-W2/W3/1096	*	14.43	
		3/01/24 89A	202401 310-51300-42000	USPS-MAILING W3 FORMS	*	.79	
		3/01/24 89A	202401 310-51300-42000	USPS-MAILING 941&944 FORM	*	.88	
		3/01/24 89A	202401 310-51300-42000	USPS-MAILING 1099 FORMS	*	.66	
				GOVERNMENTAL MANAGEMENT SERVICES			4,569.51 000204
3/20/24	00015	3/20/24 6674-03-	202403 310-51300-31200	ARBITRAGE SERIES 2021	*	450.00	
				AMERICAN MUNICIPAL TAX-EXEMPT			450.00 000205
4/04/24	00014	4/03/24 3377800	202402 310-51300-31500	MONITOR LEGISLATIVE/MTG	*	221.00	
				KUTAK ROCK LLP			221.00 000206
4/04/24	00012	4/01/24 04012024	202404 300-20700-10000	FY24 SPCL ASMNT SER2021	*	2,114.84	
				LAKE EMMA CDD C/O USBANK, N.A.			2,114.84 000207
				LKEM LAKE EMMA CDD TVISCARRA			

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/11/24	00010	4/08/24 118311	202404 320-53800-46200	MTHLY GROUNDS MAINT APR24	*	2,806.00	
CHERRYLAKE INC							2,806.00 000208
4/11/24	00001	4/01/24 90	202404 310-51300-34000	MANAGMENT FEES APR24	*	3,062.50	
		4/01/24 90	202404 310-51300-35200	WEBSITE ADMIN APR24	*	100.00	
		4/01/24 90	202404 310-51300-35100	INFORMATION TECH APR24	*	150.00	
		4/01/24 90	202404 310-51300-31300	DISSEMINATION FEE APR24	*	583.33	
		4/01/24 90	202404 310-51300-51000	OFFICE SUPPLIES	*	.09	
		4/01/24 90	202404 310-51300-42000	POSTAGE	*	46.62	
		4/01/24 91	202404 320-53800-12000	FIELD MANAGEMENT APR24	*	656.25	
GOVERNMENTAL MANAGEMENT SERVICES							4,598.79 000209
TOTAL FOR BANK A						150,583.36	
TOTAL FOR REGISTER						150,583.36	

# SECTION 2

***Lake Emma***  
***Community Development District***

***Unaudited Financial Reporting***  
***March 31, 2024***



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**Lake Emma**  
**Community Development District**  
**Balance Sheet**  
**March 31, 2024**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>				
Cash - Truist Bank	\$ 227,328	\$ -	\$ -	\$ 227,328
Investments:				
Series 2021				
Reserve	\$ -	\$ 196,944	\$ -	\$ 196,944
Revenue	\$ -	\$ 429,627	\$ -	\$ 429,627
Prepayment	\$ -	\$ 13	\$ -	\$ 13
Series 2023				
Reserve	\$ -	\$ 457,319	\$ -	\$ 457,319
Revenue	\$ -	\$ 345,218	\$ -	\$ 345,218
Capitalized Interest	\$ -	\$ 1,190	\$ -	\$ 1,190
Interest	\$ -	\$ 106	\$ -	\$ 106
Construction	\$ -	\$ -	\$ 10,948	\$ 10,948
Cost of Issuance	\$ -	\$ -	\$ 0	\$ 0
Due From General Fund	\$ -	\$ 2,115	\$ -	\$ 2,115
<b>Total Assets</b>	<b>\$ 227,328</b>	<b>\$ 1,432,531</b>	<b>\$ 10,948</b>	<b>\$ 1,670,807</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 221	\$ -	\$ -	\$ 221
Contracts Payable	\$ -	\$ -	\$ 2,300	\$ 2,300
Due to Debt Service 2021	\$ 2,115	\$ -	\$ -	\$ 2,115
<b>Total Liabilities</b>	<b>\$ 2,336</b>	<b>\$ -</b>	<b>\$ 2,300</b>	<b>\$ 4,636</b>
<b>Fund Balances:</b>				
Assigned For Debt Service 2021	\$ -	\$ 628,699	\$ -	\$ 628,699
Assigned For Debt Service 2023	\$ -	\$ 803,832	\$ -	\$ 803,832
Assigned For Capital Projects 2023	\$ -	\$ -	\$ 8,648	\$ 8,648
Unassigned	\$ 224,992	\$ -	\$ -	\$ 224,992
<b>Total Fund Balances</b>	<b>\$ 224,992</b>	<b>\$ 1,432,530.51</b>	<b>\$ 8,648</b>	<b>\$ 1,666,171</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>\$ 227,328</b>	<b>\$ 1,432,531</b>	<b>\$ 10,948</b>	<b>\$ 1,670,807</b>



# Lake Emma

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending March 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues:</b>				
Administrative Assessments - Outside AA1-2	\$ 35,517	\$ 26,638	\$ 26,638	\$ -
Administrative Assessments - AA1-2	\$ 81,319	\$ 61,171	\$ 61,171	\$ -
Maintenance Assessments - AA1-2	\$ 88,517	\$ 87,049	\$ 87,049	\$ -
<b>Total Revenues</b>	<b>\$ 205,353</b>	<b>\$ 174,858</b>	<b>\$ 174,858</b>	<b>\$ -</b>
<b>Expenditures:</b>				
<b>Administrative:</b>				
Supervisor Fees	\$ 6,000	\$ 3,000	\$ 800	\$ 2,200
FICA Expense	\$ 459	\$ 230	\$ 61	\$ 168
Engineering Fees	\$ 12,000	\$ 6,000	\$ 98	\$ 5,903
Attorney	\$ 20,000	\$ 10,000	\$ 3,060	\$ 6,940
Dissemination	\$ 7,000	\$ 3,500	\$ 3,500	\$ 0
Arbitrage	\$ 900	\$ 450	\$ 450	\$ -
Annual Audit	\$ 6,100	\$ -	\$ -	\$ -
Trustee Fees	\$ 8,100	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,300	\$ 5,300	\$ 5,300	\$ -
Management Fees	\$ 36,750	\$ 18,375	\$ 18,375	\$ -
Information Technology	\$ 1,800	\$ 900	\$ 900	\$ -
Website Maintenance	\$ 1,200	\$ 600	\$ 600	\$ -
Telephone	\$ 300	\$ 150	\$ -	\$ 150
Postage	\$ 750	\$ 375	\$ 121	\$ 254
Printing & Binding	\$ 592	\$ 296	\$ 13	\$ 283
Insurance	\$ 6,210	\$ 6,210	\$ 5,871	\$ 339
Legal Advertising	\$ 2,500	\$ 1,250	\$ -	\$ 1,250
Other Current Charges	\$ 600	\$ 300	\$ 270	\$ 30
Office Supplies	\$ 50	\$ 25	\$ 15	\$ 10
Property Taxes	\$ 50	\$ 50	\$ 17	\$ 33
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total Administrative:</b>	<b>\$ 116,836</b>	<b>\$ 57,186</b>	<b>\$ 39,626</b>	<b>\$ 17,559</b>
<b>Operations &amp; Maintenance</b>				
<b>Assessment Area 1-2</b>				
Field Services	\$ 7,875	\$ 3,938	\$ 3,938	\$ -
Landscape Maintenance	\$ 43,272	\$ 21,636	\$ 14,507	\$ 7,129
Contingency	\$ 5,000	\$ 2,500	\$ -	\$ 2,500
Repairs & Maintenance	\$ 5,000	\$ 2,500	\$ -	\$ 2,500
Stormwater Repairs & Maintenance	\$ 20,000	\$ 10,000	\$ -	\$ 10,000
Capital Outlay	\$ 7,370	\$ 3,685	\$ -	\$ 3,685
<b>Total Operations &amp; Maintenance:</b>	<b>\$ 88,517</b>	<b>\$ 44,259</b>	<b>\$ 18,444</b>	<b>\$ 25,814</b>
<b>Total Expenditures</b>	<b>\$ 205,353</b>	<b>\$ 101,444</b>	<b>\$ 58,070</b>	<b>\$ 43,374</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ -</b>		<b>\$ 116,787</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 108,205</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 224,992</b>	

# Lake Emma

## Community Development District

### Debt Service Fund - Series 2021

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

#### For The Period Ending March 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments	\$ 393,888	\$ 388,465	\$ 388,465	\$ -
Interest	\$ 12,000	\$ 6,000	\$ 10,781	\$ 4,781
<b>Total Revenues</b>	<b>\$ 405,888</b>	<b>\$ 394,465</b>	<b>\$ 399,246</b>	<b>\$ 4,781</b>
<b>Expenditures:</b>				
<b>Series 2021</b>				
Interest - 12/15	\$ 122,288	\$ 122,288	\$ 122,288	\$ -
Principal - 06/15	\$ 150,000	\$ -	\$ -	\$ -
Interest - 06/15	\$ 122,288	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 394,575</b>	<b>\$ 122,288</b>	<b>\$ 122,288</b>	<b>\$ -</b>
<b>Other Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 11,313</b>		<b>\$ 276,958</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 151,928</b>		<b>\$ 351,740</b>	
<b>Fund Balance - Ending</b>	<b>\$ 163,241</b>		<b>\$ 628,699</b>	

# Lake Emma

## Community Development District

### Debt Service Fund - Series 2023

#### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending March 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments	\$ 457,319	\$ 342,989	\$ 342,989	\$ -
Interest	\$ 2,500	\$ 1,250	\$ 13,943	\$ 12,693
<b>Total Revenues</b>	<b>\$ 459,819</b>	<b>\$ 344,239</b>	<b>\$ 356,932</b>	<b>\$ 12,693</b>
<b>Expenditures:</b>				
<b>Series 2023</b>				
Interest - 11/01	\$ 92,587	\$ 92,587	\$ 92,587	\$ -
Principal - 05/01	\$ 100,000	\$ -	\$ -	\$ -
Interest - 05/01	\$ 179,200	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 371,787</b>	<b>\$ 92,587</b>	<b>\$ 92,587</b>	<b>\$ -</b>
<b>Other Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ (10,843)	\$ 10,843
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (10,843)</b>	<b>\$ 10,843</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 88,032</b>		<b>\$ 253,502</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 92,587</b>		<b>\$ 550,330</b>	
<b>Fund Balance - Ending</b>	<b>\$ 180,619</b>		<b>\$ 803,832</b>	

# Lake Emma

## Community Development District

### Capital Projects Fund - Series 2023

#### Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending March 31, 2024

	Adopted	Prorated Budget	Actual	Variance
	Budget	Thru 03/31/24	Thru 03/31/24	
<b>Revenues:</b>				
Interest Income	\$ -	\$ -	\$ 145	\$ 145
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 145</b>	<b>\$ 145</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ 2,300	\$ (2,300)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,300</b>	<b>\$ (2,300)</b>
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ 10,843	\$ (10,843)
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,843</b>	<b>\$ (10,843)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ -</b>		<b>\$ 8,688</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ (40)</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 8,648</b>	

**Lake Emma**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
<b>Revenues:</b>													
Administrative Assessments - Outside AA1-2	\$ -	\$ 17,759	\$ -	\$ -	\$ 8,879	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,638
Administrative Assessments - AA1-2	\$ -	\$ 40,781	\$ -	\$ -	\$ 20,390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,171
Maintenance Assessments - AA1-2	\$ -	\$ 2,142	\$ 83,064	\$ 255	\$ 1,112	\$ 476	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,049
													\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 60,681</b>	<b>\$ 83,064</b>	<b>\$ 255</b>	<b>\$ 30,381</b>	<b>\$ 476</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 174,858</b>
<b>Expenditures:</b>													
<b>Administrative:</b>													
Supervisor Fees	\$ 400	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800
FICA Expense	\$ 31	\$ -	\$ -	\$ 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61
Engineering Fees	\$ -	\$ -	\$ -	\$ 98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98
Attorney	\$ 1,541	\$ -	\$ 358	\$ 941	\$ 221	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,060
Dissemination	\$ 583	\$ 583	\$ 583	\$ 583	\$ 583	\$ 583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,300
Management Fees	\$ 3,063	\$ 3,063	\$ 3,063	\$ 3,063	\$ 3,063	\$ 3,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,375
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 4	\$ 4	\$ 2	\$ 12	\$ 98	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121
Printing & Binding	\$ -	\$ 4	\$ -	\$ -	\$ 9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13
Insurance	\$ 5,871	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,871
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Current Charges	\$ 38	\$ 73	\$ 38	\$ 38	\$ 41	\$ 41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270
Office Supplies	\$ 0	\$ 0	\$ 0	\$ 14	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15
Property Taxes	\$ -	\$ 17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Total Administrative:</b>	<b>\$ 17,256</b>	<b>\$ 3,995</b>	<b>\$ 4,294</b>	<b>\$ 5,429</b>	<b>\$ 4,265</b>	<b>\$ 4,387</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 39,626</b>
<b>Operations &amp; Maintenance</b>													
<b>Assessment Area 1-2</b>													
Field Services	\$ 656	\$ 656	\$ 656	\$ 656	\$ 656	\$ 656	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,938
Landscape Maintenance	\$ 1,959	\$ 1,959	\$ 2,171	\$ 2,806	\$ 2,806	\$ 2,806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,507
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stormwater Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operations &amp; Maintenance:</b>	<b>\$ 2,615</b>	<b>\$ 2,615</b>	<b>\$ 2,827</b>	<b>\$ 3,462</b>	<b>\$ 3,462</b>	<b>\$ 3,462</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,444</b>
<b>Total Expenditures</b>	<b>\$ 19,871</b>	<b>\$ 6,610</b>	<b>\$ 7,121</b>	<b>\$ 8,892</b>	<b>\$ 7,727</b>	<b>\$ 7,849</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,070</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (19,871)</b>	<b>\$ 54,071</b>	<b>\$ 75,944</b>	<b>\$ (8,637)</b>	<b>\$ 22,654</b>	<b>\$ (7,373)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,787</b>

**Lake Emma**  
**Community Development District**  
**Long Term Debt Report**

<b>SERIES 2021, SPECIAL ASSESSMENT BONDS</b>	
<b>ASSESSMENT AREA ONE</b>	
INTEREST RATES:	2.500%, 3.100%, 3.500%, 4.000%
MATURITY DATE:	6/15/2051
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE
RESERVE FUND REQUIREMENT	\$196,944
RESERVE FUND BALANCE	\$196,944
BONDS OUTSTANDING - 09/30/21	\$7,040,000
LESS: PRINCIPAL PAYMENT - 06/15/22	(\$140,000)
LESS: PRINCIPAL PAYMENT - 06/15/23	(\$145,000)
<b>CURRENT BONDS OUTSTANDING</b>	<b>\$6,755,000</b>

<b>SERIES 2023, SPECIAL ASSESSMENT BONDS</b>	
<b>ASSESSMENT AREA TWO</b>	
INTEREST RATES:	4.500%, 5.250%, 5.500%
MATURITY DATE:	5/31/2053
RESERVE FUND DEFINITION	MAXIMUM ANNUAL DEBT SERVICE
RESERVE FUND REQUIREMENT	\$457,319
RESERVE FUND BALANCE	\$457,319
BONDS OUTSTANDING - 07/28/23	\$6,775,000
<b>CURRENT BONDS OUTSTANDING</b>	<b>\$6,775,000</b>

**Lake Emma**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Special Assessment Receipts**  
**Fiscal Year 2024**

Gross Assessments \$ 93,908.78 \$ 93,908.78  
 Net Assessments \$ 88,274.25 \$ 88,274.25

**TAX COLLECTOR ASSESSMENTS - OPERATIONS & MAINTENANCE**

Date	Distribution	Gross Amount	Commissions	Discount/Penalty	Interest	Net Receipts	100.00%	
							O&M Portion	Total
11/20/23	ACH	\$624.86	\$12.00	\$24.99	\$0.00	\$587.87	\$587.87	\$587.87
11/29/23	ACH	\$1,651.43	\$31.71	\$66.05	\$0.00	\$1,553.67	\$1,553.67	\$1,553.67
12/11/23	ACH	\$11,694.04	\$224.52	\$467.85	\$0.00	\$11,001.67	\$11,001.67	\$11,001.67
12/13/23	ACH	\$68,244.42	\$1,310.29	\$2,729.94	\$0.00	\$64,204.19	\$64,204.19	\$64,204.19
12/28/23	ACH	\$8,346.52	\$160.38	\$327.66	\$0.00	\$7,858.48	\$7,858.48	\$7,858.48
01/11/24	ACH	\$267.80	\$5.19	\$8.03	\$0.00	\$254.58	\$254.58	\$254.58
02/15/24	ACH	\$1,160.46	\$22.69	\$25.89	\$0.00	\$1,111.88	\$1,111.88	\$1,111.88
03/25/24	ACH	\$490.97	\$9.72	\$4.91	\$0.00	\$476.34	\$476.34	\$476.34
04/12/24	ACH	\$714.14	\$14.29	\$0.00	\$0.00	\$699.85	\$699.85	\$699.85
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
<b>TOTAL</b>		<b>\$ 93,194.64</b>	<b>\$ 1,790.79</b>	<b>\$ 3,655.32</b>	<b>\$ -</b>	<b>\$ 87,748.53</b>	<b>\$ 87,748.53</b>	<b>\$ 87,748.53</b>

<b>99.40%</b>	<b>Net Percent Collected</b>
<b>\$ 525.72</b>	<b>Balance Remaining to Collect</b>

Gross Assessments \$ 419,029.71 \$ 419,029.71  
 Net Assessments \$ 393,887.93 \$ 393,887.93

**TAX COLLECTOR ASSESSMENTS - DEBT SERVICE**

Date	Distribution	Gross Amount	Commissions	Discount/Penalty	Interest	Net Receipts	100.00%	
							2021 Debt Service Asmt	Total
11/20/23	ACH	\$2,821.66	\$54.18	\$112.86	\$0.00	\$2,654.62	\$2,654.62	\$2,654.62
11/29/23	ACH	\$7,393.46	\$141.95	\$295.73	\$0.00	\$6,955.78	\$6,955.78	\$6,955.78
12/11/23	ACH	\$51,824.12	\$995.03	\$2,072.88	\$0.00	\$48,756.21	\$48,756.21	\$48,756.21
12/13/23	ACH	\$304,887.77	\$5,853.85	\$12,194.89	\$0.00	\$286,839.03	\$286,839.03	\$286,839.03
12/28/23	ACH	\$37,186.04	\$714.54	\$1,459.21	\$0.00	\$35,012.29	\$35,012.29	\$35,012.29
01/11/24	ACH	\$1,196.00	\$23.20	\$35.88	\$0.00	\$1,136.92	\$1,136.92	\$1,136.92
02/15/24	ACH	\$5,213.66	\$101.95	\$116.24	\$0.00	\$4,995.47	\$4,995.47	\$4,995.47
03/25/24	ACH	\$2,179.80	\$43.16	\$21.80	\$0.00	\$2,114.84	\$2,114.84	\$2,114.84
04/12/24	ACH	\$3,163.60	\$63.27	\$0.00	\$0.00	\$3,100.33	\$3,100.33	\$3,100.33
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
<b>TOTAL</b>		<b>\$ 415,866.11</b>	<b>\$ 7,991.13</b>	<b>\$ 16,309.49</b>	<b>\$ -</b>	<b>\$ 391,565.49</b>	<b>\$ 391,565.49</b>	<b>\$ 391,565.49</b>

<b>99.41%</b>	<b>Net Percent Collected</b>
<b>\$ 2,322.44</b>	<b>Balance Remaining to Collect</b>

**DIRECT BILLED ASSESSMENTS**

**HANOVER LAVIANCE LLC (PHASE 5 & 6) \$35,517.00 \$35,517.00**

Date Received	Due Date	Check No.	Net Assessed	Amount Received	General Fund
11/30/23	12/1/23	3263	\$17,758.50	\$17,758.50	\$17,758.50
2/12/24	2/1/24	3350	\$8,879.25	\$8,879.25	\$8,879.25
	5/1/24		\$8,879.25	\$0.00	\$0.00
			<b>\$35,517.00</b>	<b>\$26,637.75</b>	<b>\$26,637.75</b>

**HANOVER LAVIANCE LLC (PHASE 4) \$257,988.01 \$37,969.69 \$220,018.32**

Date Received	Due Date	Check No.	Net Assessed	Amount Received	General Fund	Series 2023 Debt Service
11/30/23	12/1/23	3262	\$128,994.01	\$128,994.01	\$18,984.85	\$110,009.16
2/12/24	2/1/24	3349	\$64,497.00	\$64,497.00	\$9,492.42	\$55,004.58
	5/1/24		\$64,497.00	\$0.00	\$0.00	\$0.00
			<b>\$257,988.01</b>	<b>\$193,491.01</b>	<b>\$28,477.27</b>	<b>\$165,013.74</b>

**HANOVER LAVIANCE LLC (PHASE 3) \$280,892.75 \$43,591.74 \$237,301.01**

Date Received	Due Date	Check No.	Net Assessed	Amount Received	General Fund	Series 2023 Debt Service
11/30/23	12/1/23	3264	\$140,446.37	\$140,446.37	\$21,795.87	\$118,650.50
2/12/24	2/1/24	3351	\$70,223.19	\$70,223.19	\$10,897.94	\$59,325.25
	5/1/24		\$70,223.19	\$0.00	\$0.00	\$0.00
			<b>\$280,892.75</b>	<b>\$210,669.56</b>	<b>\$32,693.81</b>	<b>\$177,975.75</b>

**Lake Emma**  
**COMMUNITY DEVELOPMENT DISTRICT**

**Special Assessment Bonds, Series 2023**  
**Assessment Area Two - 2023 Project**

Date	Requisition #	Contractor	Description	Requisition
<b>Fiscal Year 2024</b>				
1/12/24	2	Dewberry Engineers, Inc.	Invoices #2295403, 2308728 & 2321690 - Preparation of supplemental engineer's report.	\$ 2,240.00
<b>TOTAL</b>				<b>\$ 2,240.00</b>
<b>Fiscal Year 2024</b>				
10/2/23		Interest		\$ 7.28
10/3/23		Transfer from Reserve		\$ 1,799.84
11/1/23		Interest		\$ 15.46
11/2/23		Transfer from Reserve		\$ 1,866.58
12/1/23		Interest		\$ 22.69
12/4/23		Transfer from Reserve		\$ 1,812.95
1/2/24		Interest		\$ 30.47
1/3/24		Transfer from Reserve		\$ 1,872.43
2/1/24		Interest		\$ 32.44
2/2/24		Transfer from Reserve		\$ 1,864.50
3/1/24		Interest		\$ 34.53
3/4/24		Transfer from Reserve		\$ 1,732.64
<b>TOTAL</b>				<b>\$ 11,091.81</b>
Project (Construction) Fund at 09/30/23				\$ 2,096.17
Interest Earned/Transferred Funds thru 3/31/24				\$ 11,091.81
Requisitions Paid thru 3/31/24				\$ (2,240.00)
<b>Remaining Project (Construction) Fund</b>				<b>\$ 10,947.98</b>