

**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.

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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.

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**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.

DocuSigned by:

*George Flint*

Secretary/Assistant Secretary

DocuSigned by:

*Adam Morgan*

Chairman/Vice Chairman