

**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, **August 28, 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
Brent Kewley

Chairman
Vice Chairman
Assistant Secretary

Also present were:

George Flint
Christopher Allen *by phone*
Sarah Sandy *by phone*
Robert Szozda

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

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order. Three 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 April 24, 2024,
Board of Supervisors Meeting**

Mr. Flint presented the minutes of the April 24, 2024 Board of Supervisors meeting and asked for comments, corrections, or changes. Hearing no changes, Mr. Flint asked for a motion of approval.

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On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Minutes of the April 24, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03
Ratifying the Resetting of the Fiscal Year
2025 Budget Public Hearing**

Mr. Flint presented the resolution for the budget hearing that was scheduled last month. He added they did not have a quorum. The public hearing was rescheduled for today and he noted they had met the requirements for all notifications.

On MOTION by Mr. Morgan, seconded by Mr. Kewley with all in favor, Resolution 2024-03 Ratifying the Resetting of the Fiscal Year 2025 Budget Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

Mr. Flint asked for a motion to open the public hearing.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Opening the Public Hearing, was approved.

A. Consideration of Resolution 2024-04 Adopting Fiscal Year 2025 Proposed Budget and Appropriating Funds

Mr. Flint stated that this resolution is for the approval of the proposed budget. He noted the Board had approved the budget with administrative assessments outside of Assessment Area 1 & 2. There are also operating expenses included in this budget.

Mr. Flint noted there were no members of the public present for comment.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-04 Adopting the Fiscal Year 2025 Proposed Budget and Appropriating Funds, was approved.

B. Consideration of Resolution 2024-05 Imposing Fiscal Year 2025 Special Assessments and Certifying Assessment Roll

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Mr. Flint stated this resolution is for imposing assessments in the budget that was just approved.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Resolution 2024-05 Imposing Fiscal Year 2025 Special Assessments and Certifying Assessment Roll, was approved.

Mr. Flint asked for a motion to close the public hearing.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Ratification of District Acquisition of Phase 4 Improvements in the Amount of \$5,824,368.93

Mr. Flint noted this was the acquisition of Phase 4 improvements in the amount of \$5,824,368.93. Ms. Sandy provided comments on the payments out of bonds and noted that this needs ratification from the Board.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the District Acquisition of Phase 4 Improvements in the Amount of \$5,824,368.93, was ratified.

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Financial Audit Report

Mr. Flint presented the Fiscal Year 2023 financial audit report. He noted there were no current or prior year findings and this was a clean report.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Fiscal Year 2023 Financial Audit Report, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated there was nothing further to report at this time.

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B. Engineer

Mr. Allen presented the Annual Stormwater report. He added the report reflects everything is working properly. He stated there were some minor issues that have already been corrected.

Mr. Flint noted the attached letter will be transmitted to the US Bank as the Trustee to comply with the indenture report.

i. Ratification of Work Authorization 2024-01 Annual Engineer's Report

Mr. Flint stated there was a work authorization for preparation of the report. He asked for ratification.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, Work Authorization 2024-01 Annual Engineer's Report, was ratified.

C. District Manager's Report

i. Check Run Summary

Mr. Flint presented the check register from April through July totaling \$43,182.78. He added there was the check register for July through August totally \$8,310.12. He offered to answer any Board questions. Hearing no questions, there was a motion of approval.

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 July 31st. He asked for any questions. There was no action but noted they had been approving so he asked for approval.

On MOTION by Mr. Iorio, seconded by Mr. Kewley, with all in favor, the Balance Sheet and Income Statement, was approved.

iii. Ratification of Series 2023 AA2 Requisition No. 6

Mr. Flint presented the Series 2023 requisition No. 6. He noted this was for legal expenses for \$500.50. He added this had already been approved and needed ratification.

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On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Series 2023 AA2 Requisition No. 6, was ratified.

iv. Adoption of District Goals & Objectives

Mr. Flint presented the district goals and objectives and asked for approval.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the District Goals and Objectives, were approved.

v. Approval of Fiscal Year 2025 Meeting Schedule

Mr. Flint presented the Fiscal Year 2025 meeting schedule for the Board. Mr. Morgan noted this was for the 4th Wednesday of the month. Mr. Flint noted it was for 10:00 am and recommended cancelling the December meeting.

On MOTION by Mr. Morgan, seconded by Mr. Kewley, with all in favor, the Fiscal Year 2025 Meeting Schedule amended to remove the December meeting, was approved.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

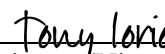
Adjournment

The meeting was adjourned.

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

DocuSigned by:

 Secretary/Assistant Secretary

DocuSigned by:

 Chairman/Vice Chairman