

**MINUTES OF MEETING  
EMERALD LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Emerald Lakes Community Development District held a Regular Meeting on May 17, 2024 at 11:00 a.m., at 2651 W. Eau Gallie Boulevard, Suite A, Melbourne, Florida 32935.

**Present were:**

Chris Kasten  
David Kramer  
Mel Scott

Vice Chair  
Assistant Secretary  
Assistant Secretary

**Also present:**

Craig Wrathell  
Michael Eckert (via phone)  
Jake Wise  
Paul Paluzzi  
Brenda Yates (via phone)  
Lorraine deMontigny

District Manager  
District Counsel  
District Engineer  
ZONS Development  
Yates and Company  
Public

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 11:06 a.m.

Supervisors Kasten, Kramer and Scott were present. Supervisor Rodriguez-Walling and Supervisor-Elect Gottlieb were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Update: Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2023/Instructions**

Mr. Eckert reviewed the Kutak Rock information about the requirement for the Board Members to complete four hours of ethics training by December 31, 2024 and report completion of the requirement when filing Form 1 in 2025. He noted links to free, online courses and urged the Board Members to keep records of completion. Beginning in 2024, Form 1 will be filed electronically via the Commission on Ethics.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-04, Approving a Proposed Budget 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**

Mr. Wrathell presented Resolution 2024-04. He reviewed the proposed Fiscal Year 2025 budget, which is essentially the same as the Fiscal Year 2024 budget, except for a minor increase in the “Insurance” line item. It is a Landowner-contribution budget with expenses paid as they are incurred.

**On MOTION by Mr. Scott and seconded by Mr. Kasten, with all in favor, Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on July 19, 2024 at 1:00 p.m., at 2651 W. Eau Gallie Boulevard, Suite A, Melbourne, Florida 32935; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2024-05.

The following change was made to the Fiscal Year 2025 Meeting Schedule:

DATE and TIME: Change "November 5, 2024" at "11:15 AM" to "November 8, 2024" at "11:00 AM"

**On MOTION by Mr. Scott and seconded by Mr. Kasten, with all in favor, Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06, Designating a Date, Time and Location for Landowners' Meeting; Providing for Publication, Providing for an Effective Date**

Mr. Wrathell presented Resolution 2024-06.

The following change will be made to Resolution 2024-06:

Section 1, Line 2: Change "5<sup>th</sup>" to "8<sup>th</sup>"

Section 1, Line 3: Change "11:15" to "11:00"

**On MOTION by Mr. Scott and seconded by Mr. Kasten, with all in favor, Resolution 2024-06, as amended, Designating a Date, Time and Location of November 8, 2024 at 11:00 a.m., at 2651 W. Eau Gallie Boulevard, Suite A, Melbourne, Florida 32935 for a Landowners' Meeting; Providing for Publication, Providing for an Effective Date, as amended, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2024**

**On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.**

**EIGHTH ORDER OF BUSINESS**

**Approval of October 30, 2023 Public Hearing and Regular Meeting Minutes**

**On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, the October 30, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Mr. Eckert stated that legislation was passed that will require the CDD to identify goals and objectives, establish performance measures, etc., and submit a report annually. The first reporting is due by October 1, 2024.

**B. District Engineer: Construction Engineering Group**

There was no report.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

- **NEXT MEETING DATE: June 21, 2024 at 1:00 PM**
  - **QUORUM CHECK**

The next meeting will be June 21, 2024, unless cancelled.

**TENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**ELEVENTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, the meeting adjourned at 11:19 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair