

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

The Board of Supervisors of the Emerald Lakes Community Development District held a Public Hearing and Regular Meeting on September 20, 2024 at 1:00 p.m., at AtkinsRéalís 2671 W. Eau Gallie Boulevard, Melbourne, Florida 32935.

Present were:

Richard Gottlieb (via phone)	Chair
Chris Kasten	Vice Chair
David Kramer	Assistant Secretary
Mel Scott	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Michael Eckert (via phone)	District Counsel
Jake Wise	District Engineer
Paul Paluzzi (via phone)	ZONS Development
Brenda Yates (via phone)	Yates and Company
Lorraine deMontigny	Public
Niesha Thomas	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 1:08 p.m.

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

SECOND ORDER OF BUSINESS

Public Comments

Ms. Lorraine deMontigny, a member of the public, asked how things are going. She visited another DR Horton community southeast of Palm Bay earlier and noted much progress.

Mr. Paluzzi stated that, between now and the next CDD meeting, there will be more interesting and exciting announcements.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2024-07, Ratifying the Actions of the District Manager Resetting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025 and Amending Resolution 2024-04 to Reset the Hearing Thereon; Ratifying the Actions of the District Manager in Re-Noticing the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-07 and read the title.

On MOTION by Mr. Scott and seconded by Mr. Kasten, with all in favor, Resolution 2024-07, Ratifying the Actions of the District Manager Resetting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025 and Amending Resolution 2024-04 to Reset the Hearing Thereon; Ratifying the Actions of the District Manager in Re-Noticing the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2024/2025 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2024-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-08. She reviewed the proposed Fiscal Year 2025 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes. This is a Landowner-funded budget with expenses funded as they are incurred.

On MOTION by Mr. Kasten and seconded by Mr. Scott, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Kramer and seconded by Mr. Scott, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Scott and seconded by Mr. Kramer, with all in favor, Resolution 2024-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Fiscal Year 2024/2025 Funding Agreement

Ms. Cerbone presented the Fiscal Year 2024/2025 Funding Agreement.

On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, the Fiscal Year 2024/2025 Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-09, Ratifying the Actions of the District Manager in Redesignating the Date and Time for Landowners' Meeting; Providing for Publication, Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-09. The Landowners' meeting will be rescheduled to allow Mr. Kantarzhi to conduct several Brevard County Landowners' meetings on the same day. It was noted that this will reduce the CDD's carbon footprint. Board Members

are not required to attend the Landowners' meeting. Mr. Kantarzhi can be the designated Proxy Holder, should the Landowner(s) need him to do so.

On MOTION by Mr. Kramer and seconded by Mr. Scott, with all in favor, Resolution 2024-09, Ratifying the Actions of the District Manager in Redesignating the Date and Time for Landowners' Meeting to November 5, 2024 at 11:15 a.m., at 2651 W. Eau Gallie Blvd., Suite A, Melbourne, Florida 32935; Providing for Publication, Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Presentation of Audited Financial Report
for the Fiscal Year Ended September 30,
2023, Prepared by Carr, Riggs & Ingram,
LLC**

Ms. Cerbone presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2024-10, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023

Ms. Cerbone presented Resolution 2024-10.

On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, Resolution 2024-10, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023, was adopted.

EIGHTH ORDER OF BUSINESS**Presentation/ Consideration: Public
Facilities Report**

Mr. Wise presented the Public Facilities Report.

Mr. Eckert stated the Report satisfies the Statutory requirements.

On MOTION by Mr. Kramer and seconded by Mr. Scott, with all in favor, the Public Facilities Report, was accepted.

NINTH ORDER OF BUSINESS**Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Ms. Cerbone presented the Memorandum detailing this new requirement and explained that newly adopted legislation requires special districts to establish goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives, publish an annual report on its website detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

Ms. Cerbone stated that District Management and District Counsel collaborated on identifying Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability as the key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each.

Ms. Cerbone presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD and explained how the CDD will meet the goals.

Discussion ensued regarding public records requests. Should any Board Member and/or Staff receive a public records requests, District Management should be notified; Staff will respond to the request and/or work with the applicable party to respond to the request. Board Members are reminded to use their CDD emails, or a dedicated work or personal email address with which Ms. Cerbone and Mr. Wrathell have been copied, for all CDD-related correspondence to facilitate responses to such requests.

A member of the public joined the meeting.

<p>On MOTION by Mr. Scott and seconded by Mr. Kasten, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.</p>

TENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of July 31, 2024**

Ms. Cerbone presented the Unaudited Financial Statements as of July 31, 2024.

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

ELEVENTH ORDER OF BUSINESS**Approval of May 17, 2024 Regular Meeting Minutes**

Ms. Cerbone presented the May 17, 2024 Regular Meeting Minutes.

On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, the May 17, 2024 Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Eckert stated that he previously circulated a memorandum about the requirement for Board Members to complete four hours of ethics training by December 31, 2024. Board Members should contact him with any questions.

Mr. Eckert stated that a new law requires that the vendor for any contract the CDD enters into or extends must provide an affidavit stating that they do not engage in human trafficking.

Discussion ensued regarding a Board Member's difficulty registering online to file Form 1. District Management sent the initial notification to the Florida Commission on Ethics.

Ms. Cerbone will re-send the memorandum related to ethics training, which includes links to available courses, to the Board Members. She reiterated that the requirement must be completed by December 31, 2024 and reported when filing Form 1 in 2025.

B. District Engineer: Construction Engineering Group

There was no report.

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

- **0 Registered Voters in District as of April 15, 2024**
- **NEXT MEETING DATE: October 18, 2024 at 1:00 PM**
 - **QUORUM CHECK**

The next meeting will be on October 18, 2024, unless cancelled. After that, the next meeting is scheduled for November 15, 2024.

THIRTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

Mr. Gottlieb asked for the calendar invites to also be sent as Outlook invites that automatically populate the calendar with the dial-in information. He noted that he attaches documents to calendar invites.

Ms. Cerbone will ask District Management to add the dial-in number to the calendar invite and inquire as to whether the agenda document can also be added to the calendar invite.

FOURTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Kasten and seconded by Mr. Kramer, with all in favor, the meeting adjourned at 1:43 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair