

EMERALD LAKES

**COMMUNITY DEVELOPMENT
DISTRICT**

March 21, 2025

BOARD OF SUPERVISORS

**REGULAR
MEETING AGENDA**

EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Emerald Lakes Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W●Boca Raton, Florida 334313
Phone: (561) 571-0010●Toll-free: (877) 276-0889●Fax: (561) 571-0013

March 14, 2025

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Emerald Lakes Community Development District

Dear Board Members:

The Board of Supervisors of the Emerald Lakes Community Development District will hold a Regular Meeting on March 21, 2025 at 1:00 p.m., at 2651 W. Eau Gallie Boulevard, Suite A, Melbourne, Florida 32935. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Elected Supervisors [Seat 3 - David Kramer, Seat 4 - Mel Scott] *(the following to be provided in a separate package)*
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - D. Form 8B: Memorandum of Voting Conflict
4. Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Acceptance of Notice of Intent to Decline Election/Appointment to Board of Alfredo Rodriguez-Walling [Seat 5]
6. Consider Appointment of Chris Cutler to Fill Unexpired Term of Seat 5; *Term Expires November 2026*

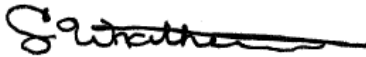
- Administration of Oath of Office to Chris Cutler
7. Acceptance of Resignation of Mel Scott [Seat 4]
 8. Consider Appointment of Greg Pettibon to Fill Unexpired Term of Seat 4; *Term Expires November 2028*
 - Administration of Oath of Office to Greg Pettibon
 9. Consideration of Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date
 10. Discussion: Fiscal Year 2026 Proposed Budget
 11. Consideration of Resolution 2025-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2024/2025 and Providing for an Effective Date
 12. Acceptance of Unaudited Financial Statements as of February 28, 2025
 13. Approval of Minutes
 - A. September 20, 2024 Public Hearing and Regular Meeting
 - B. November 5, 2024 Landowners’ Meeting
 14. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Construction Engineering Group*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: TBD [Presentation of FY2026 Proposed Budget]
 - QUORUM CHECK
- | | | | | |
|--------|------------------|------------------------------------|--------------------------------|-----------------------------|
| SEAT 1 | RICHARD GOTTLIEB | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 2 | CHRIS KASTEN | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 3 | DAVID KRAMER | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 4 | GREG PETTIBON | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| SEAT 5 | CHRIS CUTLER | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
15. Board Members’ Comments/Requests

16. Public Comments

17. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Cindy Cerbone at (561) 346-5294.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 801 901 3513

EMERALD LAKES

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS’ ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), *FLORIDA STATUTES*, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Emerald Lakes Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Palm Bay, Brevard County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners’ meeting is required to be held within 90 days of the District’s creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners’ meeting was held on November 5, 2024, at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

BOARD OF SUPERVISORS	SEAT	VOTES
David Kramer	Seat 3	510 Votes
Mel Scott	Seat 4	510 Votes
Alfredo Rodriguez-Walling	Seat 5	495 Votes

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

BOARD OF SUPERVISORS	SEAT	TERM OF OFFICE
David Kramer	Seat 3	4-Year Term
Mel Scott	Seat 4	4-Year Term
Alfredo Rodriguez-Walling	Seat 5	2-Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 21st day of March, 2025.

Attest:

**EMERALD LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EMERALD LAKES

COMMUNITY DEVELOPMENT DISTRICT

5

NOTICE OF INTENT TO DECLINE ELECTION/APPOINTMENT TO BOARD

To: Board of Supervisors
Emerald Lakes Community Development District
Attn: District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

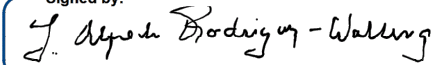
ALFREDO RODRIGUEZ-WALLING

From: _____
Printed Name

Date: 1/14/2025
_____ Date

I hereby decline the appointment to the Board of Supervisors of the *Emerald Lakes Community Development District*. My tendered Notice of Intent to Decline Election/Appointment to Board to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Intent to Decline Election/Appointment to Board has been executed by me and personally presented at a duly noticed meeting of the Board of Supervisors, scanned and electronically transmitted to gillyardd@whhassociates.com or faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.

Signed by:


9ABFED486E0F40D...
Signature

EMERALD LAKES

COMMUNITY DEVELOPMENT DISTRICT

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NOTICE OF TENDER OF RESIGNATION


To: Board of Supervisors
Emerald Lakes Community Development District
Attn: Cindy Cerbone, District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

From: Mel Scott
Printed Name

Date: 2-21-25
Date

I hereby tender my resignation as a member of the Board of Supervisors of *Emerald Lakes Community Development District*. My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accept it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and personally presented at a duly noticed meeting of the Board of Supervisors, scanned and electronically transmitted to gillyardd@whhassociates.com or faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.



Signature

EMERALD LAKES

COMMUNITY DEVELOPMENT DISTRICT

9

RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Emerald Lakes Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. The following is/are elected as Officer(s) of the District effective March 21, 2025:

- _____ is elected Chair
- _____ is elected Vice Chair
- _____ is elected Assistant Secretary
- _____ is elected Assistant Secretary
- _____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of March 21, 2025:

- | | |
|---------------------------------|---------------------------|
| _____ Mel Scott | _____ Assistant Secretary |
| _____ Alfredo Rodriguez-Walling | _____ Assistant Secretary |
| _____ | _____ |

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Cindy Cerbone is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 21ST DAY OF MARCH, 2025.

ATTEST:

**EMERALD LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EMERALD LAKES

COMMUNITY DEVELOPMENT DISTRICT

11

RESOLUTION 2025-03

A RESOLUTION OF THE EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR REMAINDER OF FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Emerald Lakes Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Palm Bay, Brevard County, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District’s Board shall be held during Fiscal Year 2024/2025 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Brevard County and the Florida Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 21st day of March, 2025.

Attest:

**EMERALD LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EMERALD LAKES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE

LOCATION

TBD

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
April __, 2025	Regular Meeting	__:__ AM/PM
May __, 2025	Regular Meeting	__:__ AM/PM
June __, 2025	Regular Meeting	__:__ AM/PM
July __, 2025	Regular Meeting	__:__ AM/PM
August __, 2025	Regular Meeting	__:__ AM/PM
September __, 2025	Regular Meeting	__:__ AM/PM

EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
FEBRUARY 28, 2025**

**EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
FEBRUARY 28, 2025**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 12,941	\$ -	\$ -	\$ 12,941
Due from Landowner	4,925	-	-	4,925
Total assets	<u>\$ 17,866</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,866</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 8,455	\$ -	\$ -	\$ 8,455
Due to Landowner	-	65,092	16,718	81,810
Landowner advance	6,652	-	-	6,652
Total liabilities	<u>15,107</u>	<u>65,092</u>	<u>16,718</u>	<u>96,917</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	4,958	-	-	4,958
Total deferred inflows of resources	<u>4,958</u>	<u>-</u>	<u>-</u>	<u>4,958</u>
Fund balances:				
Restricted for:				
Debt service	-	(65,092)	-	(65,092)
Capital projects	-	-	(16,718)	(16,718)
Unassigned	(2,199)	-	-	(2,199)
Total fund balances	<u>(2,199)</u>	<u>(65,092)</u>	<u>(16,718)</u>	<u>(84,009)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 17,866</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,866</u>

**EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ -	\$ 12,573	\$ 142,402	9%
Total revenues	<u>-</u>	<u>12,573</u>	<u>142,402</u>	9%
EXPENDITURES				
Professional & administrative				
Supervisors	-	-	8,000	0%
FICA	-	-	612	0%
District engineer	-	-	5,000	0%
District counsel	159	917	35,000	3%
District management ¹	1,667	8,333	48,000	17%
Printing & binding	41	208	500	42%
Legal advertising	-	513	2,000	26%
Postage	-	-	500	0%
Accounting & assessment rolls ²				
Series 1 Bond DSF	-	-	12,500	0%
Dissemination agent ²				
Series 1 bond	-	-	3,500	0%
B bond impact fee processing				
Series 1 bond	-	-	10,500	0%
Arbitrage rebate calculation ²				
Series 1 bond	-	-	750	0%
Audit	-	-	6,500	0%
Insurance - GL, POL	-	6,319	6,700	94%
Miscellaneous- bank charges	33	150	750	20%
Website				
Hosting & development	-	705	705	100%
ADA compliance	-	210	210	100%
Annual district filing fee	-	175	175	100%
Office supplies	-	-	500	0%
Total expenditures	<u>1,900</u>	<u>17,530</u>	<u>142,402</u>	12%
Excess/(deficiency) of revenues over/(under) expenditures	(1,900)	(4,957)	-	
Fund balances - beginning	(299)	2,758	-	
Fund balances - ending	<u>\$ (2,199)</u>	<u>\$ (2,199)</u>	<u>\$ -</u>	

¹During the 'dormancy' period WHA will charge an annual management fee of \$20,000. This fee will revert to \$48,000 when the District goes 'active'.

²These items will become applicable when bonds are issued.

**EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES	 <u>-</u>	 <u>-</u>
Total debt service	<u>-</u>	<u>-</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 - -
 Fund balances - beginning	 <u>(65,092)</u>	 <u>(65,092)</u>
Fund balances - ending	<u><u>\$ (65,092)</u></u>	<u><u>\$ (65,092)</u></u>

**EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES	 <u>-</u>	 <u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 - -
 Fund balances - beginning	 <u>(16,718)</u>	 <u>(16,718)</u>
Fund balances - ending	<u><u>\$ (16,718)</u></u>	<u><u>\$ (16,718)</u></u>

EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

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

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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.

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40 **THIRD ORDER OF BUSINESS**

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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

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

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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.

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63 **FOURTH ORDER OF BUSINESS**

Public Hearing on Adoption of Fiscal Year 2024/2025 Budget

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66 **A. Proof/Affidavit of Publication**

67 The affidavit of publication was included for informational purposes.

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

72 Ms. Cerbone presented Resolution 2024-08. She reviewed the proposed Fiscal Year
73 2025 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year
74 2024 budget, and explained the reasons for any changes. This is a Landowner-funded budget
75 with expenses funded as they are incurred.

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

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No affected property owners or members of the public spoke.

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

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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.

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FIFTH ORDER OF BUSINESS

Consideration of Fiscal Year 2024/2025 Funding Agreement

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

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

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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

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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

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

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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.

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SEVENTH ORDER OF BUSINESS

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

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

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

134 Ms. Cerbone presented Resolution 2024-10.

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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.

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EIGHTH ORDER OF BUSINESS

Presentation/ Consideration: Public Facilities Report

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144 Mr. Wise presented the Public Facilities Report.

145 Mr. Eckert stated the Report satisfies the Statutory requirements.

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

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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.

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.

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

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

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

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

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

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

197

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199 **TWELFTH ORDER OF BUSINESS** **Staff Reports**

200

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

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

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

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

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

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

214 There was no report.

- 215 C. District Manager: Wrathell, Hunt and Associates, LLC
- 216 • 0 Registered Voters in District as of April 15, 2024
- 217 • NEXT MEETING DATE: October 18, 2024 at 1:00 PM
- 218 ○ QUORUM CHECK

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

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

223
 224 Mr. Gottlieb asked for the calendar invites to also be sent as Outlook invites that
 225 automatically populate the calendar with the dial-in information. He noted that he attaches
 226 documents to calendar invites.

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

230 **FOURTEENTH ORDER OF BUSINESS** **Public Comments**

231
 232 No members of the public spoke.

234 **FIFTEENTH ORDER OF BUSINESS** **Adjournment**

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

241 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

EMERALD LAKES
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

B

DRAFT

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

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A Landowners’ Meeting of the Emerald Lakes Community Development District was held on November 5, 2024 at 11:15 a.m., at AtkinsRéalis 2671 W. Eau Gallie Boulevard, Melbourne, Florida 32935.

Present were:

Andrew Kantarzhi	District Manager & Proxy Holder
Kate John (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 11:15 a.m.

Mr. Kantarzhi stated that the Landowners’ Meeting is being held at the CDD’s normal meeting location of 2651 W. Eau Gallie Boulevard, Suite A, Melbourne, Florida 32935, rather than at the location referenced in the introductory paragraph. A notice of this location was posted at the prior location to alert anyone that might want to attend.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners’ Meeting

Mr. Kantarzhi served as Chair to conduct the Landowners’ meeting.

Mr. Kantarzhi is the designated Proxy Holder for the Landowner, Emerald Investment Holdings LLC, owner of 1,514.75 acres, equating to 1,515 voting units. Mr. Kantarzhi is eligible to cast up to 1,515 votes per Seat.

FOURTH ORDER OF BUSINESS

Election of Supervisors [Seats 3, 4, 5]

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A. Nominations

Mr. Kantarzhi nominated the following:

- Seat 3 David Kramer
- Seat 4 Mel Scott
- Seat 5 Alfredo Rodriguez-Walling

No other nominations were made.

B. Casting of Ballots

I. Determine Number of Voting Units Represented

A total of 1,515 voting units were represented.

II. Determine Number of Voting Units Assigned by Proxy

All 1,515 voting units were assigned by proxy to Mr. Kantarzhi by the Landowner, Emerald Investment Holdings LLC.

Mr. Kantarzhi cast the following votes:

Seat 3	David Kramer	510 votes
Seat 4	Mel Scott	510 votes
Seat 5	Alfredo Rodriguez-Walling	495 votes

C. Ballot Tabulation and Results

Mr. Kantarzhi reported the following ballot tabulation, results and term lengths:

Seat 3	David Kramer	510 votes	4-year term
Seat 4	Mel Scott	510 votes	4-year term
Seat 5	Alfredo Rodriguez-Walling	495 votes	2-year term

FIFTH ORDER OF BUSINESS

Landowners' Questions/Comments

There were no Landowners' questions or comments.

SIXTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned at 11:17 a.m.

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Secretary/Assistant Secretary

Chair/Vice Chair