

MINUTES OF MEETING
SHINGLE CREEK AT BRONSON
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Shingle Creek at Bronson Community Development District was held on Monday, May 3, 2021 at 11:00 a.m. at the Oasis Club at ChampionsGate 1520 Oasis Club Blvd. ChampionsGate, FL.

Present and constituting a quorum were:

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| Adam Morgan | Chairman |
| Rob Bonin | Vice Chairman |
| Brent Kewley | Assistant Secretary |
| Lance Jackson | Assistant Secretary |

Also present were:

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| George Flint | District Manager |
| Kristen Trucco | District Counsel |
| David Reid | District Engineer |
| Alan Scheerer | Field Manager |

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll at 11:00 a.m. Four Board members were present, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: It appears there are no members of the public here to provide comment.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 5, 2021 Meeting

Mr. Flint: You have the April 5, 2021 Board meeting minutes. Did the Board have any comments or corrections to those?

Mr. Morgan: They look good.

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| On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Minutes of the April 5, 2021 Board of Supervisors Meeting, were approved. |
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FOURTH ORDER OF BUSINESS**Consideration of Resolution 2021-05
Approving the Proposed Fiscal Year 2022
Budget and Setting a Public Hearing**

Mr. Flint: The District is required to approve a proposed budget by June 15th each year. It's not binding on the Board, it's really just the start of the budget process. The resolution approves a proposed budget which is attached, and it sets the public hearing for August 2nd at 11:30 a.m. in this location, which would be the regular August Board meeting. Exhibit 'A' to the resolution is attached. It does contemplate an increase in the per unit assessment amounts, but again these are not final until you hold your public hearing in August. What we've done here is we've included all the planned units and our revised estimated build up costs, and calculated what the per unit amount would need to be to be able to fund those estimated build up costs. So, this budget contemplates zero Developer contribution, and everything will either be direct assessed or on the tax bill. Any questions on the proposed budget? Again, you have an opportunity in August to make changes if need be.

Mr. Morgan: Do we need to do any action today?

Mr. Flint: Yes, you need to approve Resolution 2021-05.

On MOTION by Mr. Morgan seconded by Mr. Jackson, with all in favor, Resolution 2021-05 Approving the Proposed Fiscal Year 2022 Budget and Setting a Public Hearing for August 2, 2021, at 11:30 at the Oasis Club at ChampionsGate 1520 Oasis Club Blvd., ChampionsGate, FL. 33896, was approved.

FIFTH ORDER OF BUSINESS**Consideration of Agreement with Amtec to
Provide Arbitrage Rebate Calculation
Services**

Mr. Flint: The IRS requires that we do an arbitrage rebate calculation. We've retained Amtec for that purpose and the proposal is in your agenda. It's \$450 a year, and this is a five year agreement.

Mr. Morgan: We've already been through the selection process on this?

Mr. Flint: This isn't for the audit, this is for the arbitrage calculation, so we don't have to bid this out. This is the most cost effective type of agreement.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Agreement with Amtec to Provide Arbitrage Rebate Calculation Services, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Revised Agreement with
Grau & Associates to Provide Auditing
Services for the Fiscal Year 2021**

Mr. Flint: Next is the agreement with Grau & Associates to provide auditing services for the Fiscal Year 2021. You did bid out auditing services and selected Grau to perform those. The proposed not to exceed amount is \$4,400 for Fiscal Year 2021, which ends on September 30th. Any questions? Hearing none,

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Revised Agreement with Grau & Associates to Provide Auditing Services for the Fiscal Year 2021, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2021-06
Accepting the Conveyance of Tract Q Lift
Station**

Mr. Flint: Item 7 is Resolution 2021-06 accepting the conveyance of the Tract Q lift station. Kristen or Dave do you want to present?

Ms. Trucco: Yes, this is the conveyance of Tract Q lift station. It was contemplated when developing the plans including the recorded plat for the District. This Resolution transfers the lift station from the Developer Len OT Holdings, LLC to the District and then from the District to the Toho water authority. Attached to the resolution is the deed which transfers the real property from the Developer to the District and then the District to Toho. There's also the Bill of Sale, which transfers the improvements related to the lift station. There's also an Owner's Affidavit, and an agreement regarding taxes. There is also a certificate from the District Engineer, which is required under the initial bond documents including the Acquisition Agreement. Basically, the District Engineer is certifying that the lift station is acceptable for the District to approve this conveyance. It's completed in accordance with the Engineer's report. Again, this conveyance was contemplated by the original Development plans for the District, we are just looking for resolution to approve it. Dave, do you have anything to add?

Mr. Reid: No, I've got the Engineer's certificate in here.

Ms. Trucco: Okay.

Mr. Morgan: Rob, is this Phase 3 lift station?

Mr. Bonin: Yes.

Mr. Morgan: Because we have already signed the Phase 1 lift station over to them.

Mr. Bonin: Yes, Toho is making this the center as a part of the process. They used to not even require it, then it became part of the C of C process. Now they are making it a required DEP clearance process.

Mr. Morgan: Well, that's good because it pushes us.

On MOTION by Mr. Morgan seconded by Mr. Bonin, with all in favor, the Resolution 2021-06 Accepting the Conveyance of Tract Q Lift Station, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Trucco: That's it from me.

B. Engineer

Mr. Flint: Engineer, you've got an increased hourly rate schedule.

Mr. Reid: Yes, that was for the budget year.

Mr. Flint: Okay, so this would be in effect on 10/1, when the new fiscal year starts?

Mr. Reid: Yes.

Mr. Flint: If we want, we can have the Board approve it now, since it's on the agenda.

The District engineer is proposing a change in their rate schedule effective 10/1, which would be the next fiscal year.

Mr. Morgan: Doesn't look like it changed that much.

Mr. Reid: No, it's just minor.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the District Engineer's Proposed Rate Schedule for the Fiscal Year 2022 beginning October 1st, was approved.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: You have the check register for the general fund and payroll for Board pay from March 29, 2021 through April 26, 2021. The detailed register is behind the summary. If there are any questions on the check register we can discuss them, otherwise I would ask for a motion to approve it?

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: You have the unaudited financials through March 31st. There is no action required. If you have comments or questions we can discuss those.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman