

**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, August 7, 2023 at 11:00 a.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd. ChampionsGate, Florida.

Present and constituting a quorum:

Adam Morgan	Chairman
Rob Bonin <i>joined late</i>	Vice Chairman
Brent Kewley	Assistant Secretary
Seth Yawn	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
David Reid	District Engineer
Alan Scheerer	Field Manager
Jeremy LeBrun	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll at 11:00 a.m. We have three Board members here and we have a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We just have Board and staff here.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 1, 2023 Board of Supervisors Meeting

Mr. Flint: You have approval of your May 1, 2023 minutes. Were there any additions, deletions, or corrections?

Mr. Morgan: They all looked accurate. I will make a motion to accept.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Minutes of the May 1, 2023 Board of Supervisors Meeting, were approved.
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FOURTH ORDER OF BUSINESS Public Hearing

Mr. Flint: Next, is the public hearing to adopt the Fiscal Year 2024 budget. Is there a motion to open the public hearing?

Mr. Morgan: I will make it so.

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

Mr. Flint: Let the record reflect Mr. Bonin has joined the meeting.

**Mr. Bonin joined the meeting at this time.*

A. Consideration of Resolution 2023-05 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations

Mr. Flint: Next, we've got Resolution 2023-05 Adopting the Fiscal Year 2024 budget. The Board previously approved a proposed budget and you set today for the public hearing. The budget is attached to the resolution as Exhibit 'A'. It is substantially the same as what you previously saw when you approved the proposed budget. We've updated the actuals through the end of June. There is no proposed change to the per unit assessment amounts at this time. Any questions on the budget? Again, for the record, there are no members of the public here to provide comment or testimony, so we will close the public comment portion and bring it back to the Board for consideration of Resolution 2023-05.

Mr. Morgan: I will make a motion to approve.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, Resolution 2023-05 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2023-06 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: The next public hearing is to consider Resolution 2023-06, which imposes the assessments associated with the budget that you just approved. There are no members of the public here to provide comment or testimony. This resolution has the budget you just approved attached and also the assessment roll, which was the individual properties and the assessment amounts, which I have a copy here. Any questions on the resolution? If not, is there a motion to approve it?

Mr. Morgan: I will make a motion.

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On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, Resolution 2023-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint: Is there a motion to close the hearings?

Mr. Morgan: I will make it so.

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

FIFTH ORDER OF BUSINESS

**Review and Acceptance of Fiscal Year 2022
Financial Audit Report**

Mr. Flint: Next is the review and acceptance of the FY 2022 audit report. I have hard copies of the report here if anybody wants a bound copy of it. The Board retained Grau & Associates as your independent auditor. They've prepared the attached audit. If you look at the last page of the report, the report to management, you will see there are no current or prior year findings and recommendations and that we've complied with all the provisions of the auditor general that they're required to review, so it is a clean audit. Any questions on the audit?

Mr. Morgan: I will make a motion to accept.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, Accepting the Fiscal Year 2022 Financial Audit Report, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-07
Designating Assistant Treasurer of the
District**

Mr. Flint: Resolution 2023-07 designates an Assistant Treasurer. It names Darrin Mossing as an Assistant Treasurer of the District. We're just adding him.

Mr. Morgan: I will make a motion to approve.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, Resolution 2023-07 Designating Darrin Mossing as an Assistant Treasurer of the District, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memorandum Regarding Required Ethics Training and Other Legislative Updates

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Mr. Flint: Staff reports, Kristen?

Ms. Trucco: My only update is the memorandum that is included in your agenda packet. This goes over the legislative updates that apply to the CDDs and the Board of Supervisors. As you know, CDDs are a form of government and so there is additional requirements that apply to you all as Board members. The first revision is to Section 112.3142. This requires four hours of ethics training each calendar year by each Board of Supervisor. This requirement is going to start January 1st of next year. You're going to be required to self-certify that you've completed the four hours of ethics training on your Form 1, which is due annually July 1st. We are recommending that you complete this requirement by July 1st of next year. It's four hours of ethics training. It has to be in specific categories including public records law, sunshine law, ethics law, and then other elements of the Florida constitution that apply to government officials. There is a URL here for the Florida Commission on Ethics website. There are three videos up right now. They are in 50-minute increments. The Commission on Ethics has confirmed that you watch four of those to satisfy the requirement even though that comes out to about three hours and twenty minutes, but still satisfied by just watching those 50-minute videos. Again, this is going to be self-certification requirement. We're recommending that you complete it by July 1st. There may be more information that comes along closer to January 1st. We will provide that when it comes available but wanted to make you aware of this new update to 112. The second page goes over other legislative updates. There was a change in Florida law regarding concealed carry of firearms, so no longer needing that permit and instructional course for conceal carry, but we just wanted to remind our CDDs that carrying firearms of any type to CDD meetings is still prohibited under a separate Florida statute section. Just a reminder on that. Then, the second one here, CDD Board of Supervisors are prohibited from contacting in social media platforms. For example, Facebook, for the purpose of initiating contact or via team conversations or trying to enter into an agreement with that social media platform for content removal or contact moderation of any type. An example of that would be before an upcoming election, you contact Facebook and try to enter into an agreement for \$500 to remove negative comments you, so just be aware that that exists now. It became effective July 1st. Then, the last one here, CDD Boards and Supervisors are prohibited now from requesting documentation or considering a vendor's social, political or ideological interest and then giving preference to a vendor based on those things, so just making you aware of that.

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It's a lot of information. If you have any questions, feel free to reach out anytime and we can try and answer those. That's all I have for today unless you have any questions for me.

B. Engineer

i. Presentation of Annual Report

Mr. Flint: Dave, Engineer's Report?

Mr. Reid: Yes. In the agenda packet there is our annual report completed in June. There are no major issues that we found.

ii. Approval of Assignment and Assumption of District Engineering Agreement with Madden, Moorhead & Stokes, LLC

Mr. Reid: The second item that I have on here is the request of the assignment of the District Engineering contract with Madden, Moorhead & Stokes, LLC. Our Hamilton Orlando office was merged into Madden, Moorhead & Stokes as of January 1st. Our Hamilton camp office is still there. Both of our companies are owned by the same investment firm, Fremont-Wright. Fremont-Wright asked me to close our Orlando office and move in with Madden, Moorhead & Stokes. Our lease was up and it's just a consolidation of resources. We are requesting that contract be transferred over so we can bill you under patents.

Mr. Morgan: You will still be our District Engineer though, correct?

Mr. Reid: Yes. Everything stays the same.

Mr. Morgan: Okay.

Mr. Reid: And I am still completing my Hamilton jobs by the Lennar contracts as Hamilton. I am essentially working for both companies right now.

Mr. Flint: Is there a motion to approve.

Mr. Morgan: Do we need to approve this letter?

Ms. Trucco: Just an assignment of the contract with Hamilton Engineering to Madden, Moorhead & Stokes, LLC.

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Assignment of the Contract with Hamilton Engineering to Madden, Moorhead & Stokes, LLC., was approved.

Mr. Flint: Is that it, Dave?

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Mr. Reid: That is all I have.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: You have the check register from April 25th through July 31st. If there are any questions, we can discuss those. If not, I'd ask for a motion to approve it.

Mr. Morgan: I will make a motion.

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 June 30th. If the Board has any questions, we can discuss those. There is no action required.

iii. Presentation of Series 2021 Arbitrage Rebate Calculation Report

Mr. Flint: You have the arbitrage rebate calculation report for the Series 2021 bonds. This is an IRS requirement and you retained AMTEC to do the report and it indicates a negative rebatable arbitrage of \$542,000, so there are no arbitrage issues. Is there a motion to accept the report?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Series 2021 Arbitrage Rebate Calculation Report, was approved.

iv. Presentation of Number of Registered Voters – 4

Mr. Flint: Each year, we are required to announce the number of registered voters as of April 15th and there is a letter from the Supervisor of Elections indicating that there were four registered voters as of April 15th. The number seems low, but that's what they show.

Mr. Morgan: Yes.

Mr. Flint: There is no action required on that.

v. Discussion and Approval of Fiscal Year 2024 Meeting Schedule

Mr. Flint: Then, you have approval of your annual meeting schedule. I talked with the Chair and suggested that we move some of the meetings. This meeting would stay.

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Mr. Morgan: On the first Monday.

Mr. Flint: Yes. This is Shingle Creek at Bronson. This would be the first Monday at 12:30 p.m.

Mr. Morgan: Right.

Mr. Flint: It would continue to meet monthly. Shingle Creek, Stoneybrook South at ChampionsGate, and Stoneybrook South would stay the first Monday. The others would meet every other month. This one would continue to meet monthly at 12:30 p.m.

Mr. Morgan: And then we are going to move the ones that meet every other month to the third Monday?

Mr. Flint: Yes. Storey Creek, Old Hickory, Bridgewalk, and Knightsbridge, we were discussing moving it to the third Monday starting at 10:00 a.m.

Mr. Morgan: Okay. So, the influx of residents on the Board.

Mr. Flint: Yes. These Districts are going to start being residents.

Mr. Morgan: Okay. We don't anticipate that rolling over to Shingle Creek at Bronson until two years from now, right?

Mr. Flint: Yes. I know that Shingle Creek has four seats that have transitioned.

Mr. Morgan: Right. But Shingle Creek at Bronson hasn't yet.

Mr. Flint: Well, the fact they only have four registered voters.

Mr. Morgan: Right.

Mr. Flint: It's going to be a while.

Mr. Morgan: That's good.

Mr. Flint: That District was created in 2019.

Mr. Morgan: So instead of meeting at 11:00 a.m., we meet at 12:30 p.m.

Mr. Bonin: For which one?

Mr. Morgan: For this one.

Mr. Bonin: So, 11:00 a.m. to 12:30 p.m.?

Mr. Morgan: Instead of 11:00 a.m., it would move to 12:30 p.m. because we are shifting a bunch of other meetings.

Mr. Bonin: What's the goal? How many would come off of this day? Three?

Mr. Morgan: Three.

Mr. Bonin: And keep four?

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Mr. Flint: We would keep four today and then four on the third Monday.

Mr. Bonin: And what would the time slots be for both?

Mr. Flint: Stoneybrook South, which you guys aren't on, would be at 10:00 a.m. Stoneybrook South at ChampionsGate at 11:00 a.m. Shingle Creek at 12:00 p.m. and Shingle Creek at Bronson at 12:30 p.m.

Mr. Bonin: Okay. Why wouldn't we put them 30 minutes apart?

Mr. Flint: We could move it. The first one you probably want to leave an hour because you have five residents on there.

Mr. Bonin: The first one at 11:00 a.m.?

Mr. Flint: At 10:00 a.m.

Mr. Morgan: They meet at 10:00 a.m.

Mr. Flint: And then, Stoneybrook South at 11:00 a.m. You could do Shingle Creek at 11:30 a.m. and then Shingle Creek at Bronson at 12:00 p.m.

Mr. Bonin: Yes.

Mr. Flint: Move it a half hour earlier.

Mr. Bonin: Okay.

Mr. Morgan: You said something about starting them all at the same so we could just roll from one meeting to the next or is that for the other?

Mr. Flint: On the third Monday we could do that.

Mr. Morgan: Okay.

Mr. Flint: We could advertise them all for 10:00 a.m.

Mr. Bonin: Ok. So that is for the ones that are kind of staying on this first Monday?

Mr. Flint: Right.

Mr. Bonin: So, it will be 11:00 a.m., 11:30 a.m., 12:00 p.m.?

Mr. Morgan: For us, yes.

Mr. Bonin: Yes.

Mr. Flint: And then the 11:00 a.m. and the 11:30 a.m. would shift to every other month with Stoneybrook South.

Mr. Bonin: Okay. You lost me.

Mr. Flint: Stoneybrook South CDD, which you guys aren't on, meets every other month. It's five residents on there. Then, Stoneybrook South at ChampionsGate has two seats that have

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transitioned to residents. Two more that are going to transition next November. We were going to move that to every other month.

Mr. Bonin: When you say every other month, what do you mean by that?

Mr. Morgan: It doesn't meet every month.

Mr. Flint: It meets every other month.

Mr. Bonin: Oh, I thought we meet just when we need to meet.

Mr. Flint: Well, we advertise for these other meetings monthly and then we cancel if we don't have a need.

Mr. Bonin: Okay. So, we aren't doing that? You are saying we're now going to just advertising it every other month?

Mr. Flint: Right.

Mr. Bonin: For those two?

Mr. Flint: Yes, those two.

Mr. Bonin: The two ChampionsGate ones?

Mr. Flint: And Shingle Creek.

Mr. Bonin: So, the ones that affect us will be the 11:00 a.m. and the 11:30 a.m.? It would be every other month.

Mr. Flint: Correct.

Mr. Bonin: What's the 12:00 p.m. one? That's the Bronson one?

Mr. Flint: That would be Shingle Creek at Bronson would continue to be advertised monthly because there is a lot of stuff still going on there.

Mr. Bonin: And when would this all start?

Mr. Flint: October 1.

Mr. Bonin: Okay. What about the off ones?

Mr. Flint: The other ones would keep meeting monthly, the Storey Creek, the Old Hickory.

Mr. Bonin: On the same Monday or a different Monday?

Mr. Flint: No, the third Monday.

Mr. Bonin: The third Monday and then what would their timeslots be?

Mr. Flint: 10:00 a.m., 10:30 a.m., 11:00 a.m. and 11:30 a.m.

Mr. Morgan: We will review it again when we get to those meetings.

Mr. Bonin: Yes.

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Mr. Flint: You can always change this.

Mr. Bonin: I just kind of want to know what the concept here was.

Mr. Flint: Yes. Well, the concept is to try to get the resident ones on one day in the morning and move the other ones to another day in the morning.

Mr. Bonin: Yes. I get that.

Mr. Flint: You know, doing eight meetings in one day is probably a lot for you guys. It's a lot for our accountants.

Mr. Morgan: Especially once we get residents involved and they start dragging out to an hour or hour and a half long meetings. Having eight in one day would be a mess.

Mr. Flint: Yes. You're going to get pushed and then your last meeting is going to start two hours late.

Mr. Morgan: Yes.

Mr. Flint: You guys are going to be sitting around.

Mr. Morgan: Alright. So, do we need a motion to approve this?

Mr. Flint: Yes. This one, your proposed notice. Then, the only change to this notice would be changing it to 12:00 p.m. instead of 12:30 p.m.

Mr. Morgan: Oh, I thought it said changing it from 11:00 a.m. to 12:30 p.m.?

Mr. Flint: No. This one would be from 12:30 p.m. to 12:00 p.m.

Mr. Morgan: Oh, okay.

Mr. Flint: So, we would move this one. Your notice in your agenda says 12:30 p.m. We would just make that 12:00 p.m.

Mr. Morgan: Okay. I got you.

Mr. Flint: Is there a motion to approve this meeting notice with the time at 12:00 p.m.?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Fiscal Year 2024 Meeting Schedule, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

A. Discussion of Pending Plat Conveyances

B. Status of Permit Transfers

Mr. Flint: Any pending plats, conveyances or permit transfers that we need to discuss?

Mr. Bonin: I saw that the ERP permit transferred.

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Mr. Morgan: I think we are all good.

Mr. Flint: Okay.

NINTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Flint: Alright. If there is nothing else, is there a motion to adjourn?

Mr. Morgan: I will make a motion.

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

DocuSigned by:
Jeremy LeBrun
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Secretary/Assistant Secretary

DocuSigned by:
Adam Morgan
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Chairman/Vice Chairman