

*Shingle Creek at Bronson
Community Development District*

Agenda

November 6, 2023

AGENDA

Shingle Creek at Bronson Community Development District

219 E. Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

October 30, 2023

Board of Supervisors
Shingle Creek at Bronson
Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Shingle Creek at Bronson Community Development District will be held **Monday, November 6, 2023 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, FL 33896. PLEASE NOTE THE TIME OF THE MEETING.** Following is the advance agenda for the regular meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the October 2, 2023 Meeting
4. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet and Income Statement
5. Other Business
 - A. Discussion of Pending Plat Conveyances
 - B. Status of Permit Transfers
6. Supervisor's Requests
7. Adjournment

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,

Jeremy LeBrun

Jeremy LeBrun
District Manager

Cc: Jan Carpenter, District Counsel
David Reid, District Engineer

Enclosures

MINUTES

**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, **October 2, 2023** at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd. ChampionsGate, Florida.

Present and constituting a quorum:

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

Also present were:

George Flint	District Manager, GMS
Jeremy LeBrun	GMS
Kristen Trucco	District Counsel, LLEB
Amanda Udstad	District Engineer
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order and called the roll.

Mr. LeBrun: We have three Supervisors present and one Supervisor via phone and we have a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: There are no members of the public present, we just have Board and staff.

THIRD ORDER OF BUSINESS

Approval of Minutes of the September 11, 2023 Board of Supervisors Meeting

Mr. LeBrun: You have approval of your September 11, 2023 meeting minutes which start on page 5 of your electronic agenda. If there are no corrections, we are just looking for a motion to approve those.

Mr. Morgan: They look good, make a motion to accept.

On MOTION by Mr. Morgan seconded by Mr. Yawn, with all in favor, the Minutes of the September 11, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01 Approving the Conveyance of Real Property and Improvements

Ms. Trucco: These are our standard conveyance documents. I looked through all of the plats in my file and found a few tracts that were lingering and still need to be conveyed to the CDD. These were platted as to be owned and maintained by the CDD. They are not yet conveyed by deeds, so we just have a clean-up resolution here with our conveyance documents to try to transfer them over. Attached is exhibit ‘A’ which is our Special Warranty Deed and Bill of Sale. These transfer the underlying tracts and any improvements on the tracts to the CDD. We have tract CSA which is a temporary compensating main storage area of the Cove at Storey Lake III plat as well as G and H tracts from the Cove at Storey Lake IV plat which have stormwater and open space tracts. That is what we are looking to transfer to the CDD now. Following those two conveyances is the owner’s affidavit and agreement regarding taxes. These are assurances from the developer that there are no outstanding taxes on the tracts, nor are there any encumbrances that would hinder our ability to own and maintain those. Following that is the District Engineer’s Certificate. We are required under the bond documents to get the CDD’s engineer to sign off on any conveyances prior to reporting the deed. This basically states that the conveyance is part of the original plans for the CDD and not the improvements and the tracts are in sufficient condition to be transferred to the CDD for ownership and maintenance. We are looking for a motion to approve this conveyance and I can say that I actually just got David and Amanda to sign off on this certificate last week, so we are ready to record once we get your approval.

Mr. Morgan: Rob, are you good?

Mr. Bonin: I am good.

On MOTION by Mr. Morgan seconded by Mr. Yawn, with all in favor, Resolution 2024-01 Approving the Conveyance of Real Property and Improvements, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. LeBrun: Staff reports, Kristen?

Ms. Trucco: I am just going to be working on finalizing this. I have been working on this conveyance since the last meeting so that is all I have for the Board today.

B. Engineer

Mr. LeBrun: District Engineer?

Ms. Udstad: No updates today.

C. District Manager’s Report

i. Approval of Check Register

Mr. LeBrun: You have the check register on page 38 of the electronic agenda. In the general fund, we have checks #243-248 for a total of \$17,861.43. You will see your payroll fund below that and the total is \$18,599.23 for the check register and behind that you will see the itemized list. I am happy to take any questions, if not looking for a motion to approve.

On MOTION by Mr. Morgan seconded by Mr. Yawn, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Mr. LeBrun: You have the unaudited financials through August 31, 2023. There is no action required on your part, these are just for review.

SIXTH ORDER OF BUSINESS Other Business

A. Discussion of Pending Plat Conveyances

B. Status of Permit Transfers

Mr. Morgan: We just had this discussion. We are up to speed on all of that. We were discussing at the last meeting about getting all of that stuff at Babb Road and Nature Ridge turned over, but it was not quite ready yet.

Mr. Bonin: Yes, we have to get that last bit of landscaping complete on Natures Ridge.

Mr. Morgan: Okay, we will just do that all-in-one chunk, Babb Road and Natures Ridge all in one piece. That is all I have.

Mr. LeBrun: Anything from item B, Status of Permit Transfers and are we okay with that too?

Mr. Morgan: I think all of the ERP's have been transferred already, have they not?

Mr. Bonin: I think so but not 100%.

Mr. Morgan: I will check. I am pretty sure they have.

SEVENTH ORDER OF BUSINESS Supervisor's Requests

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS Adjournment

Mr. LeBrun: If there is nothing else, I would just be looking for a motion to adjourn.

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

SECTION IV

SECTION C

SECTION 1

SECTION 2