

**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, **November 6, 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	Assistant Secretary

Also present were:

Jeremy LeBrun	District Manager, 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 we have a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: There are only staff and Board members present.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 2, 2023 Meeting

Mr. LeBrun: You have approval of your October 2, 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.

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On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Minutes of the October 2, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. LeBrun: Staff reports, Kristen?

Ms. Trucco: We are moving forward with conveyances that you all approved at the last Board meeting for Phases 3 and 4. I also did an inventory of all of the recorded plats that we have. I haven't found anything besides those three tracts. I am waiting on an email back from the District Engineer's team just confirming that they are not aware of any other plats either that are out there for potential conveyances that are needed to wrap this CDD up. I am waiting on title work to come back for those three and those three will be recorded as coming to the CDD so no additional action is needed from the Board on that.

Mr. Morgan: Is the landscaping completed?

Mr. Bonin: Not 100% but very close. Kirkland is dealing with Knightsbridge this week and next week but as soon as he is done with that, it will be wrapped up.

Mr. Morgan: Something is starting to bubble up that we are going to need to address. The gas company has their easement that runs through CDD property. We are installing a fence with a gate behind Phase 2 in which number one they are demanding that we provide an easement access which I do not have a problem with and number two they are demanding that we maintain what was originally built as a temporary creek crossing to build to compensating storage. It is great for them because they don't have to bring in their aquatic buggy to access their thing so they want us to maintain that in perpetuity. I am refusing to sign anything that says the CDD is going to maintain it in perpetuity. Just a heads up.

Mr. Bonin: Where are they looking for that?

Mr. Morgan: Right behind the lift station. Assured put in a culvert and some gravel so they could get their equipment back there to build this compensating storage. It was never meant to be permanent.

Mr. Bonin: What was not meant to be permanent?

Mr. Morgan: This creek crossing. Technically they were supposed to remove it but I asked them not to remove it so I could get access back in there. Chris told me that he is not maintaining

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it and as far as he is concerned its ours. Now the gas company wants us to maintain this crossing which it is crossable.

Mr. Bonin: Before that was ever there, you couldn't cross it probably six months out of the year for sure but now that we have improved it, they want us to maintain it.

Mr. Morgan: They originally wanted me to build a bridge and I said that is out. Then I said I will maintain it but it is not going to be maintained to county standards as it is just a crossing.

Ms. Trucco: Do we own the underlying property?

Mr. Morgan: The CDD does.

Ms. Trucco: Do they have an easement over it?

Mr. Morgan: They have a line (gas line) easement. We are installing a cow fence.

Mr. Trucco: It sounds like they are going to come back to us for an additional easement.

Mr. Morgan: They want us to grant them an easement through this gate so they can maintain their gas line. The fence will go across their gas easement and they have approved that.

Mr. Bonin: Why are we putting that gate there?

Mr. Morgan: It is part of the cow fence that we are installing. The county wanted us to put a cow fence in there.

Mr. Bonin: It is really a fence to keep residents out of the park. The county is the one that is really asking for this gate?

Mr. Morgan: I am asking for a gate. The county just wants a fence. They were going to demand a gate anyway. They found out we were going to fence this so said we had to put a gate in because they have to access their maintenance.

Mr. Bonin: As a tradeoff for doing the gate, they want us to maintain the culvert area.

Mr. Morgan: Yes, which I don't have a problem with. I just need the CDD to grant the gas company an easement so they can access our land through the gate.

Ms. Bonin: Right now they are using their own easement where their line is. It sounds like because we are putting a fence across that, in order to maintain their easement they have to go around through a gate to get back.

Mr. Morgan: They can't get back there without crossing that culvert which is off of where their gas line is.

Mr. Bonin: We have been letting them go that way but now that we are putting a gate, they want it official so that they can cut it if they need too.

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Ms. Trucco: Do they have an official easement right now?

Mr. Bonin: Right now they have their line easement that they can go up and down all they want too. This culvert makes it a little easier cause the gas line is lower so this is just better access to get to their gas line.

Mr. Morgan: They want somebody to be able to mow it. They are going to mow it.

B. Engineer

Mr. LeBrun: District Engineer?

Ms. Udstad: Nothing to report today.

C. District Manager’s Report

i. Approval of Check Register

Mr. LeBrun: You have the check register on page 12 of the electronic agenda. Also, you have the summary of checks. From the general fund you have checks #249-255 in the amount of \$17,048.51. There is also the payroll fund in the amount of \$738.80. That is a total of \$17,787.31 from the check register. Behind that are the individual line items.

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. LeBrun: You have the unaudited financials through September 30, 2023. There is no action required on your part, these are just for review.

Mr. Morgan: We have \$8,807.67 left in the construction fund.

Mr. LeBrun: Correct.

Mr. Morgan: We can certainly figure out some way to requisition that.

FIFTH ORDER OF BUSINESS

Other Business

A. Discussion of Pending Plat Conveyances

B. Status of Permit Transfers

Mr. Morgan: We are all good.

Ms. Trucco: We are good on plat conveyances but I don’t know the status of permit transfers.

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Mr. Morgan: There is only one remaining and it will transfer probably next month and that is it.

SIXTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

SEVENTH 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. 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