

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, December 4, 2023 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd. ChampionsGate, Florida.

Present and constituting a quorum were:

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

Also present were:

Jeremy LeBrun	District Manage
Kristen Trucco	District Counsel
Dave Reid <i>by phone</i>	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 no members of the public present, just Board and staff.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the November 6, 2023 Meeting**

Mr. LeBrun: You have approval of your November 6, 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 all look correct; I'll make a motion to approve.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Minutes of the November 6, 2023 Board of Supervisors Meeting, were approved.

December 4, 2023

Shingle Creek at Bronson CDD

**FOURTH ORDER OF BUSINESS****Gas Company Easement Agreement**

Ms. Trucco: I want to ask for a motion to amend the agenda for good cause in order to add this permanent easement into the record.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Amendment to the Agenda for Good Cause of the Gas Company Easement Agreement, was approved.

Ms. Trucco: We were notified by Stable Trail Transmission and Lennar that there is a request for a permanent easement over a tract that the CDD currently owns. On that tract today there is an easement but there is an intent by Lennar to construct a fence that will go through that easement. The grantee of the permanent easement that I passed out Stable Trail Transmission has requested a separate way to access the gas easement. I spoke with a representative from Stable Trail on Friday morning and got more detail with the map and their proposed route over the property that they are asking for, for this easement but haven't had a chance to dive into it. Attached to this will be either a survey or more specifics on the exact location of the easement. This is our form of easement whenever we get a request from a developer or other entity for permission to go over our property. Some key things we ask for in easements is basically the acknowledgement that this is not exclusive permanent easement and the CDD will still have permission to use their own property for whatever means needed. I have spoken with Lennar and they confirm this conservation tract as it stands right now. We will be adding something to this that basically if at some point in the future we need to either develop that property or we need to have that easement moved that we have the right to do so by providing 60-day notice. We also ask for the other property to agree to reimburse the CDD for any damages or losses that the CDD incurs as a result of their use of their property and hold us harmless which means pay for our legal defense and also ask for a pre walk through with the other party to make sure they are restoring the property to the current condition in the event they cause any damages. There is also an acknowledgement about the CDD being a political subdivision and subject to public records law which means their records related to this document easement are also subject to public records. This will also be revised because there is a culvert on CDD property that the developer Lennar had intended to take out at some point that they would like to keep that in so we will add a provision to this that says they are responsible for maintaining, operating and restoring that culvert if they would like it to stay in. My recommendation for the board today is to approve this permanent easement in substantially final

December 4, 2023

Shingle Creek at Bronson CDD

form and then delegate authority to one of the Supervisors to provide their final sign off on it. It will be subject to District Counsel sign off and District Engineer sign off as well.

Mr. Morgan: The only thing of concern with the culvert crossing is that Stable Trail has agreed because it was supposed to be a temporary crossing and Stable Trail likes to use it to access our property. Stable Trail has agreed to maintain the culvert crossing and or replace the culvert crossing if they feel it needs to be replaced at Stable Trails expense. We can work out the details of the exact verbiage in this easement but that for the record Stable Trail has agreed to that and I have email chains for it and have spoken with the representatives at Stable Trail about that.

*\*Seth Yawn joined the meeting at this time.*

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Delegating of Authority to Adam Morgan to Finalize/Sign off Subject to District Counsel and District Engineer Review, was approved in substantial form.

**FIFTH ORDER OF BUSINESS**

**Consideration of Data Sharing and Usage Agreement with Osceola County**

Mr. LeBrun: The agreement is on page 13 of the agenda for Board review.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Data Sharing and Usage Agreement with Osceola County, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. LeBrun: Staff reports, Kristen?

Ms. Trucco: No other updates besides this permanent easement. We are working on an inventory of all of the plats that we can bring back just to make sure we are staying on track with all of the conveyances that need to come over to the CDD from Lennar. Hopefully, you will see that next month.

**B. Engineer**

Mr. LeBrun: Dave, anything?

Mr. Reid: Nothing new to add today.

**C. District Manager’s Report**

**i. Approval of Check Register**

December 4, 2023

Shingle Creek at Bronson CDD

Mr. LeBrun: You have approval of the check register on page 17 of the agenda. In the general fund you have checks 256 through 263 for a total of \$22,394.57. The payroll fund has checks 579 through 581 for a total of \$554.10. Grand total for the check register is \$22,948.67. Behind that is the detailed register. I am happy to take any questions, if not looking for a motion.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Check Register totaling \$22,948.67, was approved.

**ii. Balance Sheet and Income Statement**

Mr. LeBrun: You have the unaudited financials through October 31, 2023 which is the first month of the new fiscal year. There is no action required on your part.

**SEVENTH ORDER OF BUSINESS                      Other Business**

- A. Discussion of Pending Plat Conveyances**
- B. Status of Permit Transfers**

Mr. Morgan: We have already discussed that so I think we are good there.

**EIGHTH ORDER OF BUSINESS                      Supervisor's Requests**

There being no comments, the next item followed.

**NINTH 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:  
*George Flint*  
 B61B5DF431644AD...  
 Secretary/Assistant Secretary

DocuSigned by:  
*Adam Morgan*  
 D8F17F6DE603436...  
 Chairman/Vice Chairman