

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 6, 2024 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
Logan Lantrip	Assistant Secretary
Seth Yawn	Assistant Secretary

Also present were:

Jeremy LeBrun	District Manager
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 five Supervisors present so 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 April 1, 2024 Meeting

Mr. LeBrun: You have approval of the minutes of the April 1, 2024 Board of Supervisors meeting.

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

Ms. Trucco: I have a couple of edits. On page 3, paragraph one, second sentence insert “we do need to have including legal descriptions and sketches.” Delete the rest of that sentence starting

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with and. On staff reports, third sentence, it says records match your records, I meant to say his records. Staff reports, fifth sentence, where it says if “you” are comfortable with that insert “Dave.”

Mr. LeBrun: We will make those changes on the final copy and have those reflected into the record.

On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Minutes of the April 1, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Update Regarding Request from Sabal Trail Transmission, LLC

A. Presentation of Draft Final Form of Permanent Easement Agreement with Sabal Trail Transmission, LLC

Ms. Trucco: The Board will probably recall that they approved a former draft of this permanent easement with Sabal Trail Transmission, LLC but we were waiting for their counsel to review our draft and provide comments and then also provide exhibit B which was going to be a sketch of the roadway and easement that they are proposing. This came in late last week and that is why it did not make it into your agenda. We are going to send exhibit B over to Dave to get his blessing on it. This is a black line of the property easement so you can see what revisions they made. I am proposing to add the highlighted language. I just wanted to provide this to you so you can see where we are at with it and what language they are requesting to be added. I don’t really have an issue with most of their added language but I thought a few more clauses were appropriate in here. If you have any questions, I will try to answer them now, otherwise you have already delegated authority to Adam Morgan to provide final signoff on this after staff has signed off on this permanent easement. Do you have any questions on some of these proposed changes, comfortable with them, or have any objection to this?

Mr. Morgan: I read through them and they look okay to me. We have hashed this thing out a lot so I am good with everything if counsel is good.

Ms. Trucco: Dave Reid has not seen these revisions unless he has taken a look at the agenda so I am going to get his blessing because I got his blessing on the prior one. Exhibit B just came in from them late last week so I will send this over to make sure he signed off and then we will move forward with it subject to the other side accepting these other provisions that I have highlighted there. Do I have a motion to approve the permanent easement with the changes from Sabal Trail in substantial final form subject to staff signoff?

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On MOTION by Mr. Morgan seconded by Mr. Kewley, with all in favor, the Draft Final Form of Permanent Easement Agreement with Sabal Trail Transmission, LLC Pending DE/Counsel/Staff Signoff, was approved.

FIFTH ORDER OF BUSINESS**Staff Reports****A. Attorney****i. Annual Reminder on Florida Laws for Public Officials**

Mr. LeBrun: Staff reports, Kristen?

Ms. Trucco: You will recall at the last Board meeting that Dave Reid had provided a large map that had identified areas that should be owned and maintained by the CDD versus the association. We were just going to cross reference the inventory that we created for the CDD and make sure everything was transferred by deed. A paralegal in our office has done that and I can confirm that everything has come over by a deed. If you want, I can bring that document back and put it in the agenda so we do have a record of the inventory with each specific deed but I can confirm that basically everything on his map that was shown to be owned and maintained by the CDD has been deeded to the CDD by recorded documents. That is good news and we can officially take that off of the agenda follow up items, I think. Also, we have provided the annual reminder memorandum that is included in your agenda and we are doing this with all of the Supervisors that we work with just as a reminder of those areas of Florida Law that apply to you as a CDD Supervisor as you know you are a government official. It covers the Sunshine Law court requirements, public records requirements, Code of Ethics, etc. These are things to be cognizant of and I encourage you to read through it. I can highlight a couple that we frequently get comments of didn't realize this applied to me. The first one, as a public official you are prohibited from asking for or accepting anything of value, if that thing was being given to you in order to influence your official decision making or judgement on this CDD Board. If the landscaping vendor for example gave you a call and was trying to give you Magic tickets or something and said by the way keep an eye out for my proposal for the contract with the landscaping services for the CDD, you would not be able to accept those tickets in that case because that would be given to you in order to influence your decision. This applies to your spouse and minor children too so if you know and they know or reasonably should know that in that moment that item is being given to them in order to influence your decision making on this Board, they can't accept that item. That is for items that are being given to you in order to influence your decision making. We had a question of if an item

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is being given to me but it is not being given in order to influence my official decision making, can I accept it then. Yes, you can but if it has a value of greater than \$100 you should technically disclose that gift on a Form 9 unless you have paid down the value of that gift to \$100 or less unless it is being given to you by your relative. Just keep this in mind. You know voting conflicts apply to you as well. You can't vote on a measure that will result in a special private gain or loss to yourself. You for example also own the landscaping company and they submit a proposal for consideration by this Board to get that contract, you have to abstain from voting because you have an interest in that company. You all are affiliated with the original landowners so there is actually a carve out exception in the statute for you all so that is why you are able to be on here and vote for things like requisitions as there is an expressed exception for you in the statute. Also, if a relative a parent, kids or brother owns a landscaping company and they send in a proposal then you would have to abstain from voting because that vote could result in a special private gain or loss to your brother who owns that company. Also, business associates, if you have an ongoing commercial or entrepreneurial suit with a friend of yours, and they own a landscaping company too and they submit a proposal for landscaping, they own that company, you would have to abstain from voting on that too because that is your business associate and it could result in a special gain or loss. There is a disclosure requirement. If you feel you have a voting conflict, come to myself or Jared and we can walk you through that. There is a form that you have to file within 15 days of that vote being taken. You can discuss the item but there are some things that we should be warning you about if you decide that you want to move forward discussing the item with the Board even though you have to abstain from it. Bottom line, just let us know if you think you may have a voting conflict and we can walk you through that. It is something that you want to be aware of. Sunshine Law, you can't talk about any CDD business or business that will foreseeably come before this Board with another Supervisor outside one of these meetings. You can talk with your coworker, spouse, neighbor but just not one of these other Supervisors that are on this Board about items that will foreseeably come before the Board. You can call in but your absence should be due to an extraordinary circumstance such as illness. If you do decide to call in because you are sick or something like that, you have to vote on every measure just as if you were here in person and you calling in doesn't count for satisfying a quorum requirement. Public records, you know that you have to hold on to all documents and materials made or received in connection with this CDD. You have to do that for the statutory required period of time. For most documents, it is three to

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five years. We recommend you have a separate email account or if you don't that you are keeping a record or folder on your computer with anything related to the CDD. You can also send it over to GMS or the public record custodian. If you do get a public record request, they can just go ahead into your file and take any documents out that they need to respond to that. I don't think on any of the developer Boards that I have set on or have worked with that we have gotten public record requests. It still applies to you so you should be aware of it.

B. Engineer

Mr. LeBrun: Dave, anything to report?

Mr. Reid: I have nothing to report at this time.

C. District Manager's Report

i. Approval of Check Register

Mr. LeBrun: First is approval of the check register that is on page 28 of the electronic agenda. From the general fund, you have check numbers 293-298 and from the payroll fund you have checks 50097-50100. The total for the check register is \$40,992.45. Behind that you will see the line-by-line register. Happy to take any questions on that, if not looking for a motion to approve the check register.

On MOTION by Mr. Morgan seconded by Mr. Lantrip, with all in favor, the Check Register for \$40,992.45, was approved.

ii. Balance Sheet and Income Statement

Mr. LeBrun: Behind that you have your balance sheet and income statement. These are your financials through March 31, 2024. No action required on the Boards part. We are at close to 95% collected on the assessments which is really good.

iii. Presentation of Number of Registered Voters – 5

Mr. LeBrun: On page 44, each year the District is required to report the number of registered voters within the District. The number of registered voters for Shingle Creek at Bronson CDD is five as of April 15, 2024.

iv. Designation of November 4, 2024 as Landowners' Meeting Date

Mr. LeBrun: This is the landowner election date so we are proposing that we set your November 4th meeting, you are already scheduled to meet that date, as the designation of the

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landowner’s meeting and election date so November 4, 2024. If that sounds okay to the Board, just looking for a motion to approve that date.

On MOTION by Mr. Morgan seconded by Mr. Lantrip, with all in favor, the Designation of November 4, 2024 as Landowners’ Meeting Date, was approved.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Mr. LeBrun: That is all I have, happy to take any questions from the Board.

Mr. Morgan: Make a motion to adjourn.

On MOTION by Mr. Morgan seconded by Mr. Lantrip, 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