

MINUTES OF MEETING
SHINGLE CREEK
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Shingle Creek Community Development District was held on Monday, August 3, 2020 at 12:00 p.m. at via Zoom Teleconference.

Present and constituting a quorum were:

Rob Bonin	Chairman
Adam Morgan	Vice Chairman
Lane Register	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Alan Scheerer	Field Manager
David Reid	District Engineer
Tricia Adams	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll at 12:00 p.m. Three out of the five Board members were present constituting a quorum. Due to COVID-19, the Governor passed an Executive Order allowing government agencies to waive the physical quorum requirements, and instead allowing the use of technology to hold remote meetings.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: It doesn't appear that we have any members of the public on, it's only staff and Board members.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 4, 2020 Meeting

Mr. Flint: Did the Board have any comments or corrections to the May 4th minutes?

Mr. Morgan: No changes, they look good.

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor the Minutes of the May 4, 2020 meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2020-05
Declaring the Series 2015 Project Complete**

Mr. Flint: I believe that we are still working on items four and five, is that correct Kristen?

Ms. Trucco: Yes, I think Dave is reviewing them. As soon as he is done reviewing and signing those certificates that we are having him do, those will be ready for Board consideration. I am confident that it will be by next month.

Mr. Flint: We are just keeping them on here so that we get it done. Hopefully we will be ready next month to address four and five, so we will table those items for the time being.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2020-06
Declaring the Series 2015 Project Complete**

This item was deferred to the next meeting.

SIXTH ORDER OF BUSINESS

Public Hearing

A. Consideration of Resolution 2020-07 Adopting the Fiscal Year 2021 Budget and Relating to Annual Appropriations

Mr. Flint: The Board previously approved a proposed budget and set today is the date, place, and time for the public hearing to consider its final adoption. We will open the public hearing, and for the record we will note that there are no members of the public to provide comment or testimony. We will bring it back to the Board. You have Resolution 2020-07, and attached to that resolution is the proposed budget. Are there any questions on the resolution and proposed budget?

Mr. Morgan: Looks pretty standard. I don't have any changes.

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, Resolution 2020-07 Adopting the Fiscal Year 2021 Budget and Relating to Annual Appropriations, was approved.

B. Consideration of Resolution 2020-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: The next resolution imposes the assessments associated with the budget you just adopted. The budget and the Assessment Roll are attached to this resolution. It is part of the public hearing, and there are no members of the public to provide comment. So, we will bring it back to the Board. Any discussion from the Board? Hearing none,

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, Resolution 2020-08 Imposing Special Assessments and Certifying the Assessment Roll, was approved.

Mr. Flint: We will close the public hearing at this time.

SEVENTH ORDER OF BUSINESS

Consideration of Third Amendment to Landscape Agreement with Down to Earth

Mr. Flint: This would extend the current agreement an additional 12 months, but it would also ratify some areas that have been added since the prior form of the agreement was approved. Alan, do you want to go over the additional areas?

Mr. Scheerer: Yes, thank you George. Within your agenda pack is a map with text boxes highlighting several areas that have been turned over or are being turned over to us in the last 12 months. The first item that you have is Nature’s Ridge 2A, and we need ratification of that. Also in your agenda pack is the Nature’s Ridge 2B, which myself, Pat with Lennar, Sun and Landscape Irrigation, and Down to Earth walked the area on June 22nd and we have a final walkthrough this week. This is 2B, which would extend Nature’s Ridge all the way to the Bronson Track. We also have the B-1 pond on Tract P4 that we are asking to have included because it is ready to go. We also have the Nature’s Ridge Ritual Road entryway that we are looking for approval on. We have the lift station, and then one of the last things that was added, I was informed that we had to maintain certain areas along 192 and Story Lake Boulevard. I apologize, the map did make it in to that, but Mr. Bonin, Pat, and everybody else understands where that location is and there is a price to mow that on a 36 cut basis. I can try to answer any questions that you might have with that.

Mr. Morgan: The Nature’s Bridge 2B and Bronson 1A ponds are part of the Shingle Creek CDD, and not the Shingle Creek at Bronson CDD?

Mr. Scheerer: That’s an old map. The 2B is all in Shingle Creek. The Bronson 1A Ponds were removed and are not part of the Shingle Creek CDD but the Shingle Creek at Bronson, which we added to the budget for 2021 that the Board approved at the previous meeting. Disregard that text box. We are looking for approval for these actions and to approve these addendums. Everything in here, with the exception of the Highway 192 is in the budget for 2020, and obviously we’ve added Highway 192 into 2021. We have funds in our budget to make those cuts between now and October 1st.

Mr. Morgan: I must have been confused when we were doing the Shingle Creek at Bronson. So, the Shingle Creek Bronson Nature’s Ridge is just the tiny little section that is in the Bronson tract? It’s not the whole loop that comes down from 2A around the corner?

Mr. Bonin: No. 2A and 2B are part of Shingle Creek. It crosses the creek, basically right before you come into Bronson at the lift station. That next section of Nature’s Ridge Road that goes to where the guardhouse is going to be, that is part of the Shingle Creek at Bronson.

Mr. Morgan: Okay, thank you.

Mr. Flint: Any other questions on the Amendment and extension? Hearing none,

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, the Third Amendment to the Landscape Agreement with Down to Earth, was approved.

EIGHTH ORDER OF BUSINESS Ratification of Series 2019 Requisition #5

Mr. Flint: This is for Hamilton Engineering and Surveying. It was signed and transmitted to the Trustee, so we are just asking the Board to ratify the requisition. It is for \$7,655.

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, the Series 2019 Requisition #5 with Hamilton, was ratified.

NINTH ORDER OF BUSINESS Discussion of Towing from CDD Property

Mr. Scheerer: I met with Elvis Martinez, one of the HOA managers at Shingle Creek, and we were approached by their Board on the future development of a tract off of Storytelling. If you go back to the landscape map, you will see where it has a section called “Storytelling Way”. It’s just an open easement in front of the wetland. What’s happening is that people have been parking and leaving their construction equipment parked in this easement. We have been approached by the HOA and Icon management to look at providing a towing agreement to place towing signs up to keep people from parking there long term. It’s not a blanket towing agreement, but it ties specifically to the Storytelling Way section of the map that was in the landscape. I know that Tricia has been working with the tow company to get into an agreement and I can let her speak to that, but it’s just that one buffer area on Storytelling.

Mr. Morgan: So, they are parking on that slope?

Mr. Scheerer: It’s a flat space. It’s a buffer area in front of the wetland. They aren’t parking on the slope; they are just parking on top of it.

Mr. Morgan: Okay, so they are basically parking on top of the sidewalk.

Mr. Scheerer: Just on the back side of the sidewalk.

Mr. Morgan: Okay.

Mr. Flint: What we would like to propose is that the District enter into an agreement with the tow company, and the tow company would place the appropriate signs there at the property. Because the HOA has people on-site daily, we would authorize the HOA to tow on behalf of the CDD so that if there is somebody there, they don't have to track someone from the CDD down to authorize towing in that area. Tricia, what is the status of the proposal from the towing company?

Ms. Adams: There is a proposal that has been provided by H&H Towing, which is the company that the HOA currently uses, and right now that is under legal review. Kristen or Jan may have an addendum to that agreement that would be available soon. Fortunately, the required towing signage is already in place, because H&H recovery and towing is the company that is used by the HOA currently. So that step would have already been taken, although the CDD may want to consider additional no parking signs at that parcel if that is appropriate. Alan would have him input from a field prospective.

Mr. Flint: We would want them to put a sign specifically on that parcel. So, I guess what we are looking for from the Board since this is still a work in progress without having to wait for another meeting—if the Board is comfortable, we would like you all to authorize the Chair to execute the agreement with H&H towing to be brought back at a future meeting to be ratified. Also, we would ask approval for District Council to prepare an agreement between the CDD and HOA, which would authorize the HOA in limited instances to be able to authorize towing under that agreement.

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, Authorization for the Chairman to Execute the Agreement with H&H Towing and Authorization for District Counsel to Prepare an Agreement between the CDD and HOA Authorizing the HOA to Authorize Towing, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Carpenter: I have nothing new to report today.

B. Engineer

There being none, the next item followed.

C. District Manager’s Report

i. Approval of Check Register

Mr. Flint: You have approval of the Check Register for the General Funds totaling \$278,875.37. Any questions on the check register? Hearing none,

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, the Check Register totaling \$278,875.37, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: You also have the Unaudited Financial Statements through June 30th. Does the Board have any questions? Hearing none, the next item followed.

iii. Approval of Fiscal Year 2021 Meeting Schedule

Mr. Flint: We’ve got the annual meeting schedule that contemplates meeting at 12:00 p.m. on the first Monday of each month in this location, with the exception of July being cancelled and September being moved. If the Board is comfortable with that, I would ask for a motion to approve.

On MOTION by Mr. Morgan seconded by Mr. Register with all in favor, the Fiscal Year 2021 Meeting Schedule, was approved.

ELEVENTH ORDER OF BUSINESS Other Business

Mr. Morgan: Rob, I am on site with George, would you like me to sign everything that needs to be signed as Vice Chairman?

Mr. Bonin: Yes, send me a copy or shoot me what you end up signing.

Mr. Morgan: It will be the resolutions and the stuff we approved in this meeting.

Mr. Bonin: Okay, that’s fine.

TWELTH ORDER OF BUSINESS Supervisor’s Requests

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman