

**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 7, 2023 at 12:00 p.m. at the Oasis Club at ChampionsGate 1520 Oasis Club Blvd. ChampionsGate, FL.

Present and constituting a quorum:

Rob Bonin	Chairman
Adam Morgan	Vice Chairman
Logan Lantrip	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Amanda Udstad	Hamilton Engineering & Surveying
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll at 12:00 p.m. We have three Board members here and we have a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: We don't have any members of the public here.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Appointment of Individuals to Fulfill Vacancies in Seats #1, #2, #4 & #5**

Mr. Flint: We do have four seats that have transitioned to general election. Although, the existing Board members are carrying over in those seats and we are not aware of any general electors that have expressed an interest in serving, so we will continue to move forward until such time.

**B. Administration of Oaths of Office**

**C. Election of Officers**

**D. Consideration of Resolution 2023-06 Electing Officers**

Items 3A-D were tabled to a future meeting.

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**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the May 1, 2023 Meeting**

Mr. Flint: Item four is approval of the minutes from May 1, 2023. Did the Board have any comments or corrects?

Mr. Morgan: They all looked accurate. I will make a motion to accept.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, the Minutes of the May 1, 2023 Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

Mr. Flint: Is there a motion to open the public hearings for the budget and assessments?

Mr. Morgan: I will make it so.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Opening the Public Hearing, was approved.

**A. Consideration of Resolution 2023-02 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations**

Mr. Flint: The first public hearing is Resolution 2023-02 adopting the Fiscal Year 2024 budget. You previously approved a proposed budget and you set today as the public hearing for its final consideration. We updated the actuals through June. The estimated budget for next year has not changed. The per unit assessment amounts are remaining the same. Are there any comments or questions on the resolution or the budget?

Mr. Morgan: I will make a motion to approve.

Mr. Flint: For the record, there are no members of the public here to provide comment.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Resolution 2023-02 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations, was approved.

**B. Consideration of Resolution 2023-03 Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Flint: Next is the public hearing to impose assessments. The budget that you just approved as well as the assessment roll is attached to that resolution. Any comments or questions on the resolution?

Mr. Morgan: I will make a motion to approve it.

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On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Resolution 2023-03 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint: Is there a motion to close the public hearing?

Mr. Morgan: I will make that motion.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Closing the Public Hearing, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04 Designating Assistant Treasurer of the District**

Mr. Flint: Item six is Resolution 2023-04 designating an Assistant Treasurer. It designates Darrin Mossing.

Mr. Morgan: I will make a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Resolution 2023-04 Designating Darrin Mossing as an Assistant Treasurer of the District, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05 Authorizing Bank Account Signatories**

Mr. Flint: Item seven is Resolution 2023-05 authorizing bank signers. This just names the office rather than the individual, so it names the Treasurer, Secretary, and Assistant Treasurer as signers.

Mr. Morgan: I will make a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Resolution 2023-05 Authorizing Bank Account Signatories, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**i. Memorandum Regarding Required Ethics Training and Other Legislative Updates**

Mr. Flint: Attorney's Report. I think they've heard your memo.

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Ms. Trucco: Yes. You’ve heard my spiel. That’s just the memorandum in the agenda regarding the new legislative updates. You can go over them and let us know if you have any questions, but otherwise I don’t have any updates for you all.

Mr. Morgan: Thank you.

**B. Engineer**

**i. Presentation of Annual Report**

Mr. Flint: Alright, Dave?

Mr. Reid: In the agenda is the annual report we did in June for the District.

**ii. Approval of Assignment and Assumption of District Engineering Agreement with Madden, Moorhead & Stokes, LLC**

Mr. Reid: Item two is a request to assign the contract to Madden, Moorhead & Stokes, LLC from Hamilton.

Mr. Morgan: I will make a motion to transfer the contract.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Assigning the Contract to Madden, Moorhead & Stokes, LLC from Hamilton, was approved.

**C. District Manager’s Report**

**i. Approval of Check Register**

Mr. Flint: You have the check register from April 25, 2023 through July 31, 2023 totaling \$221,202.39. If there are any questions, we can discuss those.

Mr. Morgan: I will make a motion to approve.

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

**ii. Balance Sheet and Income Statement**

Mr. Flint: You have the unaudited financials through the end of June. If there are any questions, we can discuss those. There is no action required. Hearing none, the next item followed.

**iii. Presentation of Series 2015 Arbitrage Rebate Calculation Report**

Mr. Flint: You have the Series 2015 arbitrage rebate calculation report indicating a negative accumulative rebate requirement of \$2,700,000, so there are no arbitrage issues. Is there a motion to accept the report?

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Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, the Series 2015 Arbitrage Rebate Calculation Report, was approved.

**iv. Presentation of Number of Registered Voters – 909**

Mr. Flint: The next item is the number of registered voters as of April 15<sup>th</sup>. You can see that there are 909 registered voters within the District as of April 15<sup>th</sup>.

**v. Discussion and Approval of Fiscal Year 2024 Meeting Schedule**

Mr. Flint: Discussion and approval of the meeting schedule. We're recommending the Shingle Creek meeting be at 11:30 a.m. every other month starting on the next fiscal year.

Mr. Morgan: And it would be on this Monday or the third Monday?

Mr. Flint: It would be the first Monday at 11:30 a.m.

Mr. Morgan: Okay. I will make a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, the Fiscal Year 2024 Meeting Schedule, was approved.

**NINTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Any other business the Board needs to discuss? Hearing none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Morgan: I will 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:  
*Rob Bonin*  
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Chairman / Vice Chairman