

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, September 11, 2023 at 12:06 p.m. at the Oasis Club at ChampionsGate 1520 Oasis Club Blvd. ChampionsGate, FL.

Present and constituting a quorum were:

|               |                     |
|---------------|---------------------|
| Rob Bonin     | Chairman            |
| Adam Morgan   | Vice Chairman       |
| Logan Lantrip | Assistant Secretary |

Also present were:

|                |                   |
|----------------|-------------------|
| George Flint   | District Manager  |
| Jeremy LeBrun  | GMS               |
| Kristen Trucco | District Counsel  |
| 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 at 12:06 p.m.

Mr. LeBrun: We have three Board members here and we have a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. LeBrun: 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. LeBrun: There are currently four vacant seats that have transitioned to general election. Similar to the last meeting, we are not aware of any electors that have come forward so we will defer action to the next meeting.

**B. Administration of Oaths of Office**

**C. Election of Officers**

**D. Consideration of Resolution 2023-07 Electing Officers**

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

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the August 7, 2023 Meeting**

Mr. LeBrun: Item four is approval of the minutes from August 7, 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 August 7, 2023 Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06 Appointing Assistant Secretary**

Mr. LeBrun: This resolution will add myself as an Assistant Secretary for Shingle Creek CDD.

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, Resolution 2023-06 Appointing Jeremy LeBrun as an Assistant Secretary, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. LeBrun: Attorney's report. Kristen?

Ms. Trucco: I don't have anything further to report to the Board.

Mr. Morgan: I double checked and I am positive that all the ERP's have been transferred to the CDD. I found two from years ago that had not been transferred. Mark and I submitted them to the District.

**B. Engineer**

Mr. LeBrun: Next is engineer, Amanda?

Ms. Udstad: I have nothing to report.

**C. District Manager's Report**

**i. Approval of Check Register**

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Mr. LeBrun: You have the check register totaling \$35,297.84. If there are any questions, we can discuss those.

Mr. Morgan: Alan, Down to Earth charges \$1,900 to replace a sprinkler head?

Mr. Scheerer: It was more than that, I think they removed some text from the invoice. It was a main line and some lateral lines; I had that same conversation about the price.

Mr. Morgan: Thank you, Alan, 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. LeBrun: You have the unaudited financials. If there are any questions, we can discuss those. There is no action required from the Board.

**SEVENTH ORDER OF BUSINESS Other Business**

Mr. LeBrun: Any other business the Board needs to discuss? Hearing no comments, the next item followed.

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

There being no comments, the next item followed.

**NINTH 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:  
*Adam Morgan*  
D8F17F6DF603436...  
Chairman / Vice Chairman