

**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, **February 3, 2025** at 11:31 a.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 (<i>Resigned during meeting</i>)
Barry Bichard	Assistant Secretary
Mark Ratcliff	Appointed as Assistant Secretary
Dan Navarro <i>by phone</i>	Appointed as Assistant Secretary

Also present were:

Jeremy LeBrun	District Manager, GMS
Jay Lazarovich	District Counsel, LLEB
Rey Malave <i>by phone</i>	District Engineer, Dewberry
Alan Scheerer	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order and called the roll at 11:31 a.m.

Mr. LeBrun: We have four Supervisors present, so we have a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: This is the time for any public comments. If you have a comment, please state your name and address for the record. Are there any comments? Hearing none, we will move on to the next item.

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THIRD ORDER OF BUSINESS

Organizational Matters

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

Mr. LeBrun: As the Board is aware we have been looking to fill some of the general elector seats with residents within the District. We do have one person in attendance, Mark Ratcliff is in attendance and interested. Seat #1 is an open seat. Mark Ratcliff is a current resident of the District. In your packets you have an email about his brief history. He is in attendance today and Seat #1 is currently open, there is no one in that seat currently. Since it is a general elector seat, and Mr. Ratcliff is a general elector, it would be prudent for the Board to elect him to that seat.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, Appointing Mark Ratcliff to Seat #1, was approved.

Mr. LeBrun: I'll swear you in at this time, Mr. Ratcliff. If you will just print your name and sign down there. Like I said I'm a notary, so I can take care of that bottom portion for you. Mark, after the meeting I will go through the new Supervisor packet that has all the information related to new supervisors. Jay Lazarovich is filling in for Kristen, who is our normal District counsel. Since you are new to the Board, Jay, just give a quick little refresher of public records and such.

Mr. Lazarovich: You are now considered a public official for the purposes of the Sunshine Law and Public Records Law. Our office will send you an informational packet with several memorandums and power points. I will go through what you are required to comply with. Most importantly the Sunshine Law you are not permitted to speak to another Board member about current business or business that may come before the Board for action outside of a noticed meeting. If it's not CDD business, you are permitted to talk to another Supervisor. However, the law is construed to even consider social medial posts. So, if you were to post something and another Supervisor saw it or could see it, that could be construed as a violation. There are civil boundaries so you can get with myself, Kristen, or Jeremy if there is anything that needs to come before the Board. I will follow up with more information on that.

Mr. LeBrun: And as mentioned, I'm Jeremy LeBrun serving as District manager so I can assist, and we can talk after the meeting and fill you in on the packet.

Mr. Morgan: Welcome to the Board, Mark.

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Mr. LeBrun: And for Seat #2 there was another interested resident, Dan Navarro, I'm not sure if he's on the line. Dan are you on the line and able to hear us?

Mr. Navarro. Yes, I am.

Mr. LeBrun: In the agenda you will also see Dan Navarro's resume that he sent to us. Similar case with Mark, Dan is a resident of the District looking to fill that seat. That seat currently expires in 2026 and is Seat #2. It is currently held by Logan Lantrip. This requires a general elector seat and we are supposed to have general electors in there.

Mr. Morgan: Since he is not here in person, can we appoint him?

Mr. LeBrun: Yes, we just can't swear him in as an official Board member until we get him in person. We can appoint him to the seat.

Mr. Morgan: Do we need Logan to resign first?

Mr. LeBrun: We would need an offer to resign and then we can appoint him to that general elector seat.

Mr. Lantrip: I offer to resign.

Mr. LeBrun: Logan Lantrip is resigning from Seat #2. At this point the Board just needs to accept Logan's resignation.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, Accepting the Resignation of Logan Lantrip, was approved.
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Mr. LeBrun: Now we have Seat #2 that is vacant. Is there a motion to nominate someone to fill Seat #2?

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, Appointing Dan Navarro to Seat #2, was approved.

Mr. LeBrun: Dan, similar to what we just went through before, I am not able to swear you in over the phone, but you are welcome to stay on the phone as a participant in the meeting. At the next meeting, or prior to that, I can swear you in so at the next meeting you will be fully authorized to join the Board and participate as a full Supervisor. You have been appointed to that seat, I just want to make sure that is clear. Did you have any questions?

Mr. Navarro: No, not at all. Thank you.

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Mr. LeBrun: Dan, our office will be in touch to get you the new Supervisor paperwork that is required by the state. We will reach out and make sure you have everything. I'll reach out as well in between and make sure you are ready to go for the next Board meeting.

Mr. Lazarovich: I'll just note for Supervisors it is better to have a CDD email address that way any CDD business is subject to that email. If ever there is public records request, your general email is not going to be called into question.

B. Consideration of Letters of Interest/Resumes

C. Administration of Oaths of Office to Newly Appointed Board Members

D. Election of Officers

Mr. LeBrun: Alright, we welcome two new Board members to the Board. As a part of this at any time there is an appointment or election of new officers, we also have an election of officers, so you will see in the agenda we have Resolution 2025-04 election of officers.

E. Consideration of Resolution 2025-04 Electing Officers

Mr. LeBrun: This is on page 12 of your electronic agendas. You will see the resolution there. Typically, the Board can reappoint officers, whatever they wish to do. They can elect to keep it the same as it currently is. Currently we have Rob Bonin as Chair, Adam Morgan as Vice Chairman, and the rest of the Supervisors as Assistant Secretaries. It is up to the Board how they would like to structure the officers.

Mr. Morgan: For the time being we will just leave it the same and add Mark and Dan as Assistant Secretaries.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, Resolution 2025-04 Electing Officers Keeping the Same Slate of Officers and Adding the New Board Members as Assistant Secretaries, was approved.

Mr. LeBrun: We will get that resolution filled in per the Board's wishes and then the Board can always revisit that at a later date if they decide to do so.

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FOURTH ORDER OF BUSINESS**Approval of Minutes of the December 2, 2024 Meeting**

Mr. LeBrun: This is on page 14 of your electronic agenda. These are the approval of the minutes of the December 2, 2024 meeting. They were sent out earlier via email and they are also in your electronic agendas. We'll just look for any questions, if not we'll just look for a motion to approve.

Mr. Morgan: They all look good.

On MOTION by Mr. Morgan, seconded by Mr. Bichard, with all in favor, the Minutes of the December 2, 2024 Meeting, were approved.

FIFTH ORDER OF BUSINESS**Ratification of Data Sharing and Usage Agreement with Osceola County**

Mr. LeBrun: Each year the District enters into an agreement with the county essentially saying we are not going to share any confidential information that is provided to us. I as District Manger have already signed this, it is a thing we are required to do every year. I'm just looking for the Board to ratify this agreement. It basically just says we won't share any confidential information that we are not allowed to share.

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

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. LeBrun: Staff reports, we will start with District Counsel.

Mr. Lazarovich: I'm just covering for Kristen; she gave me an update and we are still waiting to hear back from the developer's counsel on a purchase of a tract that is adjacent to the CDD. Our understanding is it will be approximately 240 apartment units constructed on that property. Kristen did send out draft forms of our temporary easement agreement as well as the funding agreement for the cost related to that transfer. Once she gets more information from their counsel she can report back. That is all I have.

Mr. Morgan: So, all is going well?

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Mr. Bichard: Yeah, I mean they want to connect, there is a drainpipe that collects drainage, and they may need like a construction easement to connect to the waterline like right off the boulevard. We will be okay with that too.

Mr. Morgan: That's fine. So, all is moving forward?

Mr. Bichard: Yeah.

Mr. Morgan: Good. Mark, you know if you leave Storey Lake Boulevard going toward Osceola Parkway, that big empty lot on the right toward the lift station.

Mr. Ratcliff: Yeah, I am familiar with that.

Mr. Morgan: The overgrown lot, we call it. That's the parcel we are referring too.

Mr. Ratcliff: Oh, okay.

Mr. Morgan: It's going to be eventually developed into a 240-unit apartment complex and they are needing to tie into our storm and our water and our sewer and everything.

Mr. Ratcliff: Would the storm sewer go into Storey Lake?

Mr. Bichard: Yes. It was already designed to do that.

Mr. Morgan: It's got a cap sitting there waiting.

Mr. Bichard: So, there is like a storm line that is on that site that goes under the road and connects to our big lake system. So, it was already factored into the engineering, because it was always a parcel for sale.

Mr. Ratcliff: I do know that when there are hurricanes that the stormwater basically backs up off the nature reserve into that street, Fairytale Circle, that is the immediate street. Actually, when there is a hurricane water will back up from that reserve into the community, almost to some of the houses.

Mr. Bichard: Well I've never known it to get that high, and I've been involved with Storey Lake since the beginning.

Mr. Ratcliff: I should probably tell you I live on that street.

Mr. Bichard: So, it comes to the doorstep?

Mr. Ratcliff: Almost to the doorstep.

Mr. Scheerer: What is the address, Mark?

Mr. Ratcliff: 4644

Mr. Scheerer: Storm drain right there?

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Mr. Ratcliff: There's a storm drain. There's kind of a circle, as it curves around and you have the wetland, and it backs up from that storm drain.

Mr. Bichard: That would indicate to me something is obstructing in that, close to that would suggest. Because we've never heard of any flooding there.

Mr. Morgan: Because I know the compensating storage in the wetland does not even come close to backing up into the big pond. It's been there forever. It's got to be some kind of clog.

Mr. Bichard: The rainwater hits that site, goes to the drain system that goes to the, so the water is going from that site into there. This would be if you did like a parking lot for the homes, you get water, so you get a little more impervious water, so a little more water, but it's factored into the stormwater calculation.

Mr. Ratcliff: So that stormwater it doesn't go into the wetlands? It is all connected to the ponds?

Mr. Morgan: All of it flows into the ponds and then it discharges into the wetlands.

Mr. Bichard: And the lakes have an outfall structure and eventually into the wetlands, but that capacity is already factored into the design from back in the beginning.

Mr. Morgan: So, we will just have to keep an eye on it.

Mr. Scheerer: I'll check the storm drain in that location. I know Larissa had mentioned something to me about an area before you get to Storey Telling Way, where it bottle necks and kind of where you go into to Storey Telling Way. She told me about that one, I didn't know there was anything on Fairytale.

Mr. Ratcliff: I assume that you took care of that. Because the last storm we had I drove by it and it hadn't filled up. It was filling up and just sitting there. So, I assumed you fixed it because we didn't have any issue the next storm.

Mr. Morgan: Let me know if you need anything from me, Alan.

Mr. Scheerer: Of course. Yes sir.

Mr. Lazarovich: I'll just elaborate on the agreements I just mentioned. So, the funding agreement is an agreement with the developer or another landowner to fund legal engineering costs because it is outside of the District's boundary so it's not falling on residents to pay those fees. The drainage easement is just giving them easement rights and we always give include insurance and indemnification language, usually on repair of the property as well. And then the cost sharing

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agreement is between the owners of the cost of the drainage, roadways, landscaping, whatever is into that transaction.

B. Engineer

Mr. LeBrun: We are down to the engineer. I think we have Rey, are you on the call?

Mr. Malave: Yes. I am. We just looked into the engineering on that tract and everything that was indicated is correct. I'm open to any questions you might have.

Mr. Morgan: Thanks, Rey.

C. District Manager's Report

i. Approval of Check Register

Mr. LeBrun: Now we are down to the District's Manager's report. Couple of things on this one for things for me on page 28 you will see the check register. This covers November 26, 2024 through January 27, 2025. We have checks from our general fund, checks 963-980. You will notice this month's check register is larger than normal, you'll just see the debt service payments reflected in the check register. Checks 963-980 total \$2,356,343.45. From your payroll fund you will see checks 50059-50062. The total there is \$738.80. Total for this month's check register is \$2,357,082.25. Behind that starting on page 29 you will see the line-by-line check register. That just details those checks in the check register. I'll be happy to take any questions on it. If not, we just need a motion to approve that check register.

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

ii. Balance Sheet and Income Statement

Mr. LeBrun: Behind the check register you have your unaudited financials. Those start on page 33. No action is required on the Board's part, that just shows you your balance sheet and your actual expenses through December 31, 2024. I will note for your assessments you are at 86% collected for the year, so that will slowly go up in the next few months. We are in great shape there.

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SEVENTH ORDER OF BUSINESS

Other Business

Mr. LeBrun: Any other business or Supervisor requests? Just for our new Board members the Supervisors' requests are for any time a Supervisor has that has a special request or a question they can ask it at that time.

Mr. Morgan: We all good with Alan?

Mr. Scheerer: Yeah, I was just going through my folders, if I can get a copy of these stormwater plans from that section of the community, I don't have any civil plans, but I have landscape and irrigation plans. Other than that, I think everything is good.

Mr. Morgan: Okay.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Mr. LeBrun: I'll just look for a motion to adjourn.

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

Signed by:

Jeremy LeBrun

Secretary / Assistant Secretary

DocuSigned by:

Rob Bonin

Chairman / Vice Chairman