

**MINUTES OF MEETING
EAST 547
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the East 547 Community Development District was held Thursday, **January 13, 2022** at 11:00 a.m. at the Offices of Highland Homes, 3020 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum:

Brian Walsh	Chairman
Milton Andrade	Vice Chairman
Jeff Shenefield <i>via Zoom</i>	Assistant Secretary
Garret Parkinson	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>via Zoom</i>	KE Law Group
Meredith Hammock <i>via Zoom</i>	KE Law Group
Margie Lloyd <i>via Zoom</i>	Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that there were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 9, 2021 Audit Committee Meeting and Board of Supervisors Meeting

Ms. Burns presented the minutes of the December 9, 2021 Audit Committee meeting and Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes.

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On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the December 9, 2021 Audit Committee Meeting and Board of Supervisors Meeting Minutes, were approved.

FOURTH ORDER OF BUSINESS

Review and Ranking of Proposals Received for Engineering Services

Ms. Burns stated that there was one proposal received from Dewberry. Margie Lloyd from Dewberry was on Zoom to answer any questions but the Board did not have any.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, Ranking of Proposals Received for Engineering Services with Ranking Dewberry as #1 and Authorization for Counsel to Draft an Agreement, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Van Wyk had nothing further to report.

B. Engineer

Ms. Lloyd had nothing further for the Board.

C. District Manager’s Report

i. Check Register

Ms. Burns presented the check register from December 3, 2021 through January 6, 2022 totaling \$301,743.55 and asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, the Check Register totaling \$301,743.55, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated that the financial statements were included in the packet for review, adding that there was no action necessary but she offered to answer any questions.

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iii. Ratification of Summary of Series 2021 (AA1) Requisitions #30 to #34

Ms. Burns stated that these have already been approved and was just looking for ratification from the Board.

On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor Series 2021 (AA1) Requisitions #30 to #34, were ratified.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Brian Walsh

Chairman/Vice Chairman