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**, **April 9, 2026** at 11:23 a.m. at the Offices of Highland Homes, 3020 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum:

Brian Walsh	Vice Chairman
Kareyann Ellison	Assistant Secretary
Garret Parkinson	Assistant Secretary
Brent Elliot	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Patrick Collins	District Counsel, KVW Law
Allen Bailey	Field Manager, GMS

FIRST ORDER OF BUSINESS **Roll Call**

Ms. Burns called the meeting to order and called roll at 11:23 a.m. Four Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period**

Ms. Burns stated there were no members of the public present and none joining via Zoom.

THIRD ORDER OF BUSINESS **Approval of Minutes of the March 12, 2026 Board of Supervisors Meeting**

Ms. Burns presented the minutes of the March 12, 2026 Board of Supervisors meeting. She asked if there were any questions, comments or corrections. Hearing no changes, she asked for a motion of approval.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the Minutes of the March 12, 2026 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2026-02 Approving the Proposed Fiscal Year 2026-2027 Budget (Suggested Date: July 9, 2026), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2026/2027 Budget and the Imposition of Operations and Maintenance Assessments**

Ms. Burns stated that the resolution is included in the agenda package and the proposed budget is attached. She noted that they are proposing an increase on this District. Last year, many fees were reduced and a developer contribution was included. For the upcoming year, the developer contribution will be removed, and fees will be adjusted accordingly. Sales performance is also noted as being close to expectations. The developer contribution has been removed, administrative fees were previously reduced but have now been restored to their normal amounts, and there are increases in both landscape maintenance and replacement budgets. The streetlight budget was raised to reflect actual expenditures, and water and sewer costs saw a slight increase, while savings were found in amenity electricity. Security spending was also increased in response to more complaints, and a reserve study was added as the development nears completion. As a result, the proposed total fee increased from $1,056.99 to $1,184.47, a difference of $127.48. Additionally, a $25 increase notice was sent to residents, and it's anticipated that reserve funding will be added in the future, pending the results of the reserve study.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, Resolution 2026-02 Approving the Proposed Fiscal Year 2026-2027 Budget (Suggested Date: July 9, 2026), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2026/2027 Budget and the Imposition of Operations and Maintenance Assessments, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2026-03 General Election Resolution and Announcement of Qualifying Period**

Ms. Burns stated Resolution 2026-03 relates to the general election and announces the qualifying period for candidates. Two seats, seat #4 and seat #5, are transitioning and will be included in the general election. The Supervisor of Elections is directed to manage these transitions. A fifth seat will be filled through the regular landowner election process, meaning those who own multiple lots could influence the outcome. The third seat does not have to be filled by a resident, and if no one attends the landowner election, the seat can be reappointed. The qualifying period for residents to run for a seat is from Monday, June 8th to Friday, June 12th. Any questions regarding the process should be directed to the Supervisor of Elections.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, Resolution 2026-03 General Election Resolution and Announcement of Qualifying Period, was approved.

SIXTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. Collins had nothing to report.

B. Engineer

There being no comments, the next item followed.

C. Field Manager's Report

Mr. Bailey noted that portions of the fence required attention, and furniture along with the side of the area had been pressure-washed. The tables were inspected for cracks, but none appeared to pose a safety hazard and the damage seemed purely cosmetic. The recently installed dog station was completed, and the landscaper assessed the foxtail palms, confirming they were dead. Landscaping maintenance is ongoing, with weekly and biweekly schedules being considered for ponds and common areas. There was also progress on the installation of a beam, with a reduced price and expected installation by May 8th. Overall, the issues reported were mainly aesthetic, with no immediate safety concerns identified.

i. Consideration of Proposal to Replace Damaged Tables at Amenity Center

Ms. Burns stated the tables were reviewed and determined to be only an aesthetic concern, so no immediate action was taken. A follow-up review by staff indicated that the problem had not been addressed and prompted staff to seek proposals for repairs to confirm that the cracks remain a cosmetic issue rather than a structural one.

Mr. Bailey stated there is a different type of welding system they did to the welds, and they couldn't match the acrylic replacement. They gave them an option to just replacing the tables as a whole. He noted that the new tables were generally taller than the originals. Board members emphasized the need for umbrellas.

ii. Consideration of Proposal to Replace Dead Plants *(to be provided under separate cover)*

Mr. Bailey stated there was a request to not replace the plants but remove all the dead material. He discussed plans that involves removing all dead materials from the area. The proposal aims to avoid damaging the existing pavers, possibly by cutting into the area to create a gap rather than pulling out the material entirely. There is consideration for placing pavers over the open space left after removal. The estimated total cost for removing the front wall and debris is $5,085. No action has been taken toward plant replacement yet, with $15,000 still allocated for that purpose.

Mr. Bailey noted the challenges faced by removing dead materials and replacing plants in that specific area. The process is complicated by the inability to access the site with heavy equipment and restrictions on manual removal. There is uncertainty about whether pavers can be installed or plants replaced, especially since the existing root ball may be too large to remove. If the root ball cannot be extracted and is bigger than the pavers, the only option may be to cut it down and cover it, but full replacement of planting remains unfeasible. He stated the proposal is for $5,000 to get rid of the dead plants. Mr. Bailey noted that he will bring back more options that were talked about to the next meeting.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, Proposal to Replace Dead Plants, was approved.

D. District Manager's Report

i. Check Register

Ms. Burns stated the check register is in the agenda package for review. She offered to answer questions on any of the invoices.

> On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the Check Register, was approved.

ii. Balance Sheet & income Statement

Ms. Burns stated financial statements are included in the package for review.

SEVENTH ORDER OF BUSINESS **Other Business**

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS **Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS **Appointment of Audit Committee**

Ms. Burns asked for a motion to name the Board as the Audit Committee. She noted the Audit Committee meeting would immediately follow the Board meeting.

> On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, Appointment of the Board of Supervisors as the Audit Committee, was approved.

TENTH ORDER OF BUSINESS **Adjournment**

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:
Milton Andrade
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Chairman/Vice Chairman