

Boggy Creek Improvement District

12051 Corporate Boulevard Orlando, FL 32817; Phone: 407-723-5900

www.boggycreekid.org

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Boggy Creek Improvement District ("District"), scheduled to be held at **3:30 p.m. on Tuesday, March 16, 2021 at Courtyard Orlando Lake Nona, 6955 Tavistock Lakes Blvd, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

Please use the following information to join via computer or the conference line:

Phone: 1-844-621-3956 **Computer:** pfmgroup.webex.com **Participant Code:** 796 580 192#

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

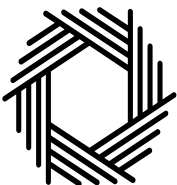
- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the February 16, 2021 Board of Supervisors' Meeting**

Business Matters

2. **Consideration of Acquisition of Medical City Drive Phase 2 Master Improvements (*provided under separate cover*)**
3. **Consideration of Acquisition of Medical City Drive Phase 2 Right-of-Way (*provided under separate cover*)**
4. **Consideration of Fee Agreement with Bryant Miller Olive for Bond Counsel Services (*provided under separate cover*)**
5. **Ratification of Landscape Enhancements for Lake Nona Blvd and Veterans Way**
6. **Ratification of Requisition Nos. 2018-186 & 2018-187 in February 2021 in an amount totaling \$2,340.00 (*provided under separate cover*)**
7. **Ratification of Operation and Maintenance Expenditures Paid in February 2021 in an amount totaling \$70,656.76 (*provided under separate cover*)**
8. **Recommendation of Work Authorizations/Proposed Services (*if applicable*)**
9. **Review of District's Financial Position and Budget to Actual YTD (*provided under separate cover*)**

Other Business

- A. Staff Reports
 1. District Counsel
 2. District Manager
 3. District Engineer
 4. Landscape Supervisor – *Introduction of New Supervisor*
 5. Irrigation Supervisor
 6. Construction Supervisor
- B. Supervisor Requests



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Adjournment



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BOGGY CREEK IMPROVEMENT DISTRICT

**Minutes of the February 16, 2021
Board of Supervisors' Meeting**

BOGGY CREEK IMPROVEMENT DISTRICT BOARD OF SUPERVISORS' MEETING MINUTES

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Boggy Creek Improvement District was called to order on Tuesday, February 16, 2021, at 3:30p.m. at Courtyard Orlando Lake Nona, 6955 Tavistock Lakes Blvd, Orlando, FL 32827

Present:

Richard Levey	Chairperson
Damon Ventura	Vice Chairman
Jamie Bennett	Assistant Secretary
Chad Tinetti	Assistant Secretary
Thad Czapka	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Tucker Mackie	Hopping Green & Sams	(via phone)
Deborah Sier	Hopping Green & Sams	(via phone)
Jeff Newton	Donald W. McIntosh Associates, Inc.	(via phone)
Larry Kaufmann	Construction Supervisor & Construction Committee Member	(via phone)
Scott Thacker	District Landscape Supervisor	(via phone)
Matt McDermott	Construction Committee Member	

SECOND ORDER OF BUSINESS

Roll Call to Confirm a Quorum

Dr. Levey asked for any public comments. There were no comments at this time.

THIRD ORDER OF BUSINESS

Public Comment Period

Mr. Czapka was administered the Oath of Office prior to the start of the Board Meeting.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the January 19, 2021, Board of Supervisors' Meeting

Board Members reviewed the minutes from the January 19, 2021, Board of Supervisors' Meeting.

On Motion by Mr. Czapka, second by Ms. Bennett, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the January 19, 2021, Board of Supervisors' Meeting.

FIFTH ORDER OF BUSINESS

Ratification of Requisition Nos. 2018-182 & 2018-185 in January 2021 in an amount totaling \$799,315.79

The Board reviewed Requisition Nos. 2018-182 & 2018-185 in January 2021 in an amount totaling \$799,315.79.

On Motion by Mr. Ventura, second by Mr. Tinetti, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-182 & 2018-185 in January 2021 in an amount totaling \$799,315.79.

TENTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$97,740.10

The Board reviewed Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$97,740.10.

On Motion by Mr. Ventura, second by Mr. Tinetti, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$97,740.10.

TENTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kauffmann presented a work authorization for Down to Earth in the amount of \$6,666.98 total to repair damage from an accident that took place last week. Dr. Levey confirmed Mr. Kaufmann reached out to him the day after the accident for authorization to proceed with the repair. Dr. Levey requested staff to look into whether the driver's insurance would pay for the damages, which is being explored, although there appears to be no police report for this accident. The cost will be split three ways among the Boggy Creek Improvement District, Greenway Improvement District and Myrtle Creek Improvement District according to the previously established pro-rata share amounts for each district.

On Motion by Mr. Ventura, second by Mr. Tinetti, the Board of Supervisors for the Boggy Creek Improvement District ratified the Work Authorization for Down to Earth in the amount of \$6,666.98.

ELEVENTH ORDER OF BUSINESS

Review of District's Financial Position and Budget to Actual YTD

Through the end of January, the District has expenses of \$237,000.00 versus an overall budget of \$920,000.00. No action is required by the Board.

The District's accountant pointed out that the irrigation repairs are high for this point in the Fiscal Year. District staff will keep an eye on this. This will be brought back to the next Board Meeting.

TWELFTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, March 16, 2021, which is Spring Break week. Ms. Bennett, Dr. Levey, and Mr. Czapka will be present.

District Engineer – No Report

Construction Supervisor – Mr. Kauffmann stated that the Developer has asked the Board to consider additional lighting for the trail and the sidewalk along a portion of Lake Nona Boulevard. He recommended working with OUC to add some standard Lake Nona streetlights along the trail and sidewalks in the areas where it is dark. A lengthy discussion took place about styles. The Board directed him to proceed with investigative work and bring the information back to the next meeting.

District Landscape Supervisor- Mr. McDermott presented proposals from Berman and Cepra for various landscape and irrigation improvements for the District. A lengthy discussion took place.

At the beginning of the fiscal year, Cepra submitted a proposal for landscape and irrigation enhancements for the District totaling \$104,000.00, which exceeds the District's fiscal year budget. Berman also

submitted a proposal for landscape and irrigation enhancements for the District totaling \$150,000.00. Mr. McDermott will get an apples-to-apples comparison and return with a recommendation. This landscape and irrigation item will be added under staff reports to the next agenda.

FIFTEENTH ORDER OF BUSINESS

**Supervisor and Audience
Comments & Adjournment**

There were no Supervisor requests or audience comments. Dr. Levey requested a motion to adjourn.

On Motion by Mr. Czapka, second by Ms. Bennett, with all in favor, the February 16, 2021, meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair

BOGGY CREEK IMPROVEMENT DISTRICT

**Acquisition of Medical City Drive
Phase 2 Master Improvements**
(provided under separate cover)

BOGGY CREEK IMPROVEMENT DISTRICT

**Acquisition of Medical City Drive
Phase 2 Right-of-Way**
(provided under separate cover)

BOGGY CREEK IMPROVEMENT DISTRICT

**Fee Agreement with Bryant Miller Olive for
Bond Counsel Services**
(provided under separate cover)

BOGGY CREEK IMPROVEMENT DISTRICT

**Landscape Enhancements for Lake Nona Blvd
and Veterans Way**

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BOGGY CREEK IMPROVEMENT DISTRICT

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February 2021 in an amount totaling \$70,656.76
*(provided under separate cover)***

BOGGY CREEK IMPROVEMENT DISTRICT

Work Authorizations/Proposed Services
(if applicable)

BOGGY CREEK IMPROVEMENT DISTRICT

**District's Financial Position and
Budget to Actual YTD**
(provided under separate cover)