

**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, October 15, 2019, at 3:30 p.m. 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827. Members listed below constituted a quorum.

Richard Levey	Chair
Damon Ventura	Vice-Chair
Thad Czapka	Assistant Secretary
Heather Isaacs	Assistant Secretary

Also, attending:

Jennifer Walden	PFM
Tucker Mackie	Hopping Green & Sams
Jeff Newton	Donald W. McIntosh Associates
Larry Kaufmann	Construction Supervisor
Scott Thacker	Landscape Supervisor

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for any public comments on any agenda items. There were no members of the public present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes
of the September 17, 2019
Board of Supervisors' Meeting**

Board Members reviewed the minutes from the September 17, 2019 Board of Supervisors' Meeting.

On Motion by Ms. Isaacs, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the September 17, 2019 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of OUC Master
Lighting Installation, Upgrade
and Service Agreement –
Nemours Parkway West**

Mr. Kaufmann stated he will like to table this item until the next meeting.

FIFTH ORDER OF BUSINESS

Ratification of Requisition Nos. 2018-103 – 2018-106 & 2018-108 – 2018-109 paid in September 2019 in an amount totaling \$11,579.54

Board Members reviewed the Requisition Nos. 2018-103 – 2018-106 & 2018-108 – 2018-109 paid in September 2019 in an amount totaling \$11,579.54. Dr. Levey noted that these have been approved and paid and just need to be ratified by the Board.

On Motion by Ms. Isaacs, second by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Requisition Nos. 2018-103 – 2018-106 & 2018-108 – 2018-109 paid in September 2019 in an amount totaling \$11,579.54.

SIXTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in September 2019 in an amount totaling \$155,578.09

Board Members reviewed the Operation & Maintenance expenditures paid in September 2019 in an amount totaling \$155,578.09. Dr. Levey noted that these have been approved and paid and just need to be ratified by the Board.

On Motion by Mr. Ventura, second by Ms. Isaacs, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation and Maintenance expenditures paid in September 2019 in an amount totaling \$155,578.09.

SEVENTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kaufmann stated that there were no work authorizations for this District.

EIGHTH ORDER OF BUSINESS

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

Board Members reviewed the Statement of Financial Position and Budget to Actual through September 2019. Ms. Walden stated that the District still has some invoices coming in and is currently under budget by \$23,000.00. The Cash-Flow Analysis page outlines that the District has started receiving money for Fiscal Year 2020 and some had to be utilized to pay some of Fiscal Year 2019 invoices because when Fiscal Year 2019 started the District had to pay some of Fiscal Year 2018 invoices with Fiscal Year 2019

funds. District staff is making sure the District stays on task with the budget for Fiscal Year 2020 and will bring back a full reconciliation and any necessary budget amendment next month.

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel - Ms. Mackie discussed the legislative session and the Capital Conversations monthly newsletter. She will provide monthly updates at each meeting as the situation warrants.

District Manager - Ms. Walden noted that the next Board Meeting is scheduled for Tuesday, November 19, 2019.

District Engineer - Mr. Newton distributed the Construction Status Memorandum (Minutes Exhibit A). Nemours Parkway Phase 7 has been fully paved and striping, landscaping and asphalt trail are complete. Project completion is awaiting lift station startup, which is awaiting completion of electrical service to the lift station. This District will possibly see a requisition next month for just under \$800,000.00 for the Boggy Creek Improvement District's portion of that project. The contract for the overall project is with the Greenway Improvement District.

For the Traffic Signalization Improvements at the intersection of Helios Boulevard and Lake Nona Boulevard, as a follow up to Ms. Isaac's question at the September Board Meeting regarding CCTV cost, the City ESM specifies a camera compatibility with FDOT's SunGuide system and software, which increases the cost of the camera. Mr. Newton has asked if there is a more cost-effective alternative on the FDOT Approved Products List. No action is necessary.

Ms. Isaacs commented on Nemours Parkway West and asked if the District got all the certifications it needs from the City that state that they are now the owners and maintainers of that road once the maintenance bond expires. Mr. Newton said that District Staff is working on that. He has a certification of completion and the permit has been closed out by the City but District Staff is still formulating an acceptance letter.

Construction Supervisor - No Report

TENTH 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. Isaacs, with all in favor, the October 15, 2019 Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair



**DONALD W. MCINTOSH
ASSOCIATES, INC.**

MEMORANDUM

DATE: October 15, 2019
 TO: Boggy Creek Improvement District
 Board of Supervisors
 FROM: Donald W. McIntosh Associates, Inc.
 District Engineer
 RE: Construction Contract Status

Dear Board Members,

Please accept this correspondence as a current summary of our construction contract status. Listed below by project is a brief summary of recent contract activity. Copies of the latest Change Order logs are attached.

CIVIL ENGINEERS

Nemours Parkway Phase 7 – Jr. Davis Construction, Inc.

LAND PLANNERS

Construction Status: The roadway has been fully paved and striping, landscaping and asphalt trail are complete. Substantial completion of the project is anticipated in late-November. A requisition will likely be processed in November for an estimated amount of \$776,384.98 owed the Greenway Improvement District for improvements within the BCID boundary.

SURVEYORS

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Traffic Signalization Improvements at the Intersection of Helios Boulevard and Lake Nona Boulevard – The New Florida Industrial Electric, Inc.

Construction Status: As a follow-up to Ms. Isaacs' question at the September Board meeting regarding CCTV cost, the City ESM specifies camera compatibility with FDOT's SunGuide system and software, which increases the cost of the camera. FIE has been asked if there is a more cost-effective alternative on the FDOT Approved Products List. Any change in camera model will require City approval.

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

2200 Park Ave. North

Should there be any questions, please do not hesitate to call.

Winter Park, FL

Thank you.

32789-2355

End of memorandum.

Fax 407-644-8318

c: Larry Kaufmann
 Scott Thacker
 Troy Davidson
 Dan Young
 Tarek Fahmy

407-644-4068

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**LAKE NONA SOUTH
Greenway Improvement District
Nemours Parkway Phase 7
Change Order Log
Jr. Davis**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$6,312,276.78			
<u>1</u>	2/8/2019	Contract adjustment for revision to include scope of work for addendums/plans issued after bid date.		\$ 161,445.97	Approved	\$ 6,473,722.75	2/19/2019	2/19/2019	
<u>2</u>	5/20/2019	Add sanitary and reclaim service laterals intended to serve the Nemours Childrens's Hospital.		\$ 12,879.00	Approved	\$ 6,486,601.75	5/21/2019	5/21/2019	
<u>3</u>	9/12/2019	Contract Calendar Extension - Add 60 Days	60	\$ -	Approved	\$ 6,486,601.75	9/17/2019	9/17/2019	
<u>4</u>	9/19/2019	Landscaping and Irrigation Revisions		\$ 49,204.52	Pending	\$ 6,535,806.27	10/15/2019		

**Boggy Creek Improvement District
 Traffic Signalization Improvements at the Intersection of Helios Boulevard and Lake Nona Boulevard
 Change Order Log
 The New Florida Industrial Electric, Inc.**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$496,199.44			
1	8/2/2019	Steel Mast Arm Assembly, furnished and installed	0	\$ 5,567.85	Approved	\$501,767.29	8/20/2019	8/20/2019	
2	9/17/2019	Plan Changes between NOA and Permit Approval	0	\$ 15,597.11	Approved	\$517,364.40	9/17/2019	9/17/2019	