

# Boggy Creek Improvement District

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

[www.boggycreekid.org](http://www.boggycreekid.org)

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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, February 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 January 19, 2021 Board of Supervisors' Meeting**

### Business Matters

2. **Ratification of Requisition Nos. 2018-182 & 2018-185 in January 2021 in an amount totaling \$799,315.79**
3. **Ratification of Operation and Maintenance Expenditures Paid in January 2021 in an amount totaling \$97,740.10**
4. **Recommendation of Work Authorizations/Proposed Services (*if applicable*)**
5. **Review of District's Financial Position and Budget to Actual YTD**

### Other Business

- A. Staff Reports
  1. District Counsel
  2. District Manager
  3. District Engineer
  4. Construction Supervisor
- B. Supervisor Requests

### Adjournment



# **BOGGY CREEK IMPROVEMENT DISTRICT**

**Minutes of the January 19, 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, January 19, 2021, at 3:32p.m. 6900 Tavistock Lakes Blvd, Suite 200, 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)
Kevin Plenzler	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)

## **SECOND ORDER OF BUSINESS**

### **Public Comment Period**

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

## **THIRD ORDER OF BUSINESS**

### **Swearing in Newly Elected Board Members**

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 November 10, 2020, Board of Supervisors' Meeting**

Board Members reviewed the minutes from the November 10, 2020, Board of Supervisors' Meeting.

On Motion by Ms. Bennett, second by Mr. Tinetti, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the November 10, 2020, Board of Supervisors' Meeting.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2021-04, Election of Officers**

Mrs. Walden explained the current slate of officers is as follows; Dr. Richard Levey as Chair, Mr. Damon Ventura as Vice-Chair, Ms. Jennifer Walden as Secretary, Ms. Lynne Mullins, Mr. Chad Tinetti, and Ms. Jamie Bennett as Assistant Secretaries, Ms. Amanda Lane as Treasurer, and Ms. Jennifer Glasgow as Assistant Treasurer. The Board is free to keep the slate as is and adding Mr. Thad Czapka as Assistant Secretary or make any additional changes. Ms. Walden recommended the individuals with PFM stay in their current positions so they can handle the appropriate items when they arise.

On Motion by Mr. Tinetti, second by Ms. Bennett, the Board of Supervisors for the Boggy Creek Improvement District approved Resolution 2021-04, Election of Officers, as follows: Dr. Richard Levey as Chair, Mr. Damon Ventura as Vice-Chair, Ms. Jennifer Walden as Secretary, Ms. Lynne Mullins, Mr. Chad Tinetti, Ms. Jamie Bennett, and Mr. Thad Czapka as Assistant Secretaries, Ms. Amanda Lane as Treasurer and Ms. Jennifer Glasgow as Assistant Treasurer.

#### **TENTH ORDER OF BUSINESS**

#### **Consideration of Landscape Proposals for Nemours Parkway Phase 7**

Ms. Walden explained the District has two proposals for landscape maintenance along Nemours Parkway Phase 7 – one is from Cepra and one is from Berman. Cepra's proposal is for a monthly cost of \$485.83 or an annual cost of \$5,830.00 while Berman's proposal is for a monthly cost of \$474.97 or an annual cost of \$5,600.64. Staff recommends the Board move forward with Cepra for continuity, as Cepra is currently maintaining the balance of this roadway within both the Boggy Creek Improvement District and the Greenway Improvement District. Unfortunately, the Construction Committee was not able to meet as it did not have a quorum last week but in talking to members of the Construction Committee, they support that recommendation.

On Motion by Mr. Tinetti, second by Ms. Bennett, the Board of Supervisors for the Boggy Creek Improvement District approved Cepra's proposal; authorized District staff to update Cepra's current contract to include Nemours Parkway Phase 7 and authorized the Chair to execute.

#### **TENTH ORDER OF BUSINESS**

#### **Ratification of Requisition Nos. 2018-176 – 2018-181 Paid in November & December 2020 in the amount totaling \$8,670.27**

Board Members reviewed Requisition Nos. 2018-176 – 2018-181 paid in November & December 2020 in the amount totaling \$8,670.27.

On Motion by Mr. Tinetti, second by Ms. Bennett, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-176 – 2018-181 paid in November & December 2020 in the amount totaling \$8,670.27.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Ratification of Operation and Maintenance Expenditures Paid in November & December 2020 in an amount totaling \$115,911.10**

Board Members reviewed the Operation & Maintenance expenditures paid in November & December 2020 in an amount totaling \$115,911.10.

On Motion by Mr. Tinetti, second by Mr. Czapka, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation & Maintenance Expenditures paid in November & December 2020 in an amount totaling \$115,911.10.

#### **TWELFTH ORDER OF BUSINESS**

#### **Recommendation of Work Authorizations/Proposed Services**

Mr. Kaufmann had no work authorizations for this Board at this time.

#### **THIRTEENTH 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 YTD. Ms. Walden stated that the budget to actual and financials are through the end of December. The District has spent \$175,800.00 vs. a budget of \$920,500.00 so the District is currently under budget. There was no action required by the Board.

#### **FOURTEENTH ORDER OF BUSINESS**

#### **Staff Reports**

District Counsel –

Ms. Sier made a presentation regarding recent legislative changes that require Board action. The Florida Legislature passed a new law that went into effect of January 1, 2021 which requires public employers to

participate in the E-Verify System. E-Verify, which is operated by the Department of Homeland Security, is used to confirm that employees are eligible to work in the United States. Local government entities, like the District, that enter into contracts are now required to register for the E-Verify System. Registration involves completing an online form and executing a Memorandum of Understanding. The District will include language on all new contracts that requires the contractors to comply with the E-Verify System as well. Ms. Sier requested the Board delegate to the Secretary the authority to register the District on E-Verify and execute the MOU.

On Motion by Mr. Tinetti, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District delegated to the Secretary the authority to register the District on E-Verify and execute the Memorandum of Understanding.

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, February 16, 2021, and the District will need to hold the meeting back at the hotel.

District Engineer – Mr. Newton stated the list of prequalified contractors is reaching the end of its lifespan so in the next couple of months the District Engineer will approach the Board about going out for another RFQ to pre-qualify contractors.

Construction Supervisor – No Report

District Landscape Supervisor- No Report

#### **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 Ms. Bennett, second by Mr. Tinetti, with all in favor, the January 19, 2021, meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.

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**Secretary/Assistant Secretary**

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**Chair/Vice Chair**

# **BOGGY CREEK IMPROVEMENT DISTRICT**

**Requisition Nos. 2018-182 - 2018-185 approved in  
January 2021 in an amount totaling \$799,315.79**

# BOGGY CREEK IMPROVEMENT DISTRICT

DISTRICT OFFICE • 12051 CORPORATE BLVD • ORLANDO, FL 32817

PHONE: (407) 723-5900 • FAX: (407) 723-5901

## **Requisition Recap For Board Approval**

Attached please find the listing of requisitions approved to be paid from bond funds from January 1, 2021 through January 31, 2021. This does not include requisitions previously approved by the Board.

<b>REQUISITION NO.</b>	<b>PAYEE</b>	<b>AMOUNT</b>
2018-182	Greeneway Improvement District	\$797,914.78
2018-183	Hopping Green & Sams	\$751.00
2018-184	Donald W. McIntosh Associates	\$281.25
2018-185	Orlando Sentinel	\$368.76
		<b>\$799,315.79</b>



## EXHIBIT D

### BOGGY CREEK IMPROVEMENT DISTRICT REQUISITION FOR PAYMENT AND 2018 NOTE REQUISITION AND CONSTRUCTION ACCOUNT

DATE:	January 8, 2021	REQUISITION NO:	2018-182
PAYEE:	Greenway Improvement District	AMOUNT DUE:	\$797,914.78
ADDRESS:	12051 Corporate Boulevard Orlando, FL 32817	FUND:	Acquisition/Construction
ITEM:	Nemours Parkway Phase Project Reimbursement Paid Originally In Full by Greenway Improvement District		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2018 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Governing Body of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are photocopies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

BOGGY CREEK IMPROVEMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

### DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the 2018 Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the 2018 Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer.

BY:  1/8/21  
DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 9:57 am, Jan 11, 2021

## EXHIBIT D

### BOGGY CREEK IMPROVEMENT DISTRICT REQUISITION FOR PAYMENT AND 2018 NOTE REQUISITION AND CONSTRUCTION ACCOUNT

DATE:	January 8, 2021	REQUISITION NO:	2018-183
PAYEE:	Hopping Green & Sams	AMOUNT DUE:	\$751.00
ADDRESS:	119 S. Monroe Street, Ste. 300 PO Box 6526 Tallahassee, FL 32314	FUND:	Acquisition/Construction
ITEM:	Invoice 119455 for Project Construction Through 11/30/2020		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2018 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

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BOGGY CREEK IMPROVEMENT DISTRICT

BY: 

CHAIRMAN or VICE CHAIRMAN

### DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the 2018 Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the 2018 Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer.

BY: 

DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 9:57 am, Jan 11, 2021

## EXHIBIT D

### BOGGY CREEK IMPROVEMENT DISTRICT REQUISITION FOR PAYMENT AND 2018 NOTE REQUISITION AND CONSTRUCTION ACCOUNT

DATE:	January 22, 2021	REQUISITION NO:	2018-184
PAYEE:	Donald W McIntosh Associates	AMOUNT DUE:	\$281.25
ADDRESS:	2200 Park Avenue North Winter Park, FL 32789	FUND:	Acquisition/Construction
ITEM:	Invoice 40657 for Project 23218 (Lake Nona Boggy Creek) Through 12/31/2020		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2018 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

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Attached hereto are photocopies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

BOGGY CREEK IMPROVEMENT DISTRICT



BY: \_\_\_\_\_  
CHAIRMAN or VICE CHAIRMAN

### DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the 2018 Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the 2018 Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer.

BY:  1/25/21  
DISTRICT ENGINEER Jeffrey J. Newton, PE

BOGGY CREEK IMPROVEMENT DISTRICT  
REQUISITION FOR PAYMENT AND  
2018 NOTE REQUISITION AND CONSTRUCTION ACCOUNT

DATE:	January 22, 2021	REQUISITION NO:	2018-185
PAYEE:	Orlando Sentinel	AMOUNT DUE:	\$368.76
ADDRESS:	PO Box 100608 Atlanta, GA 30384-0608	FUND:	Acquisition/Construction
ITEM:	Invoice 30806687000 for Reference OSC30806687 (Ad #6821067) for Construction Legal Advertising of January Construction Committee Meetings (Split Four Ways, Will Be Reimbursed From GID, MCID, PE)		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2018 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2018 Project (herein after the "Project") and each represents a Cost of the Project, and as not previously been paid.

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BOGGY CREEK IMPROVEMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

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BY:  1/25/21  
DISTRICT ENGINEER Jeffrey J. Newton, PE

# **BOGGY CREEK IMPROVEMENT DISTRICT**

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

# **BOGGY CREEK IMPROVEMENT DISTRICT**

DISTRICT OFFICE • 12051 CORPORATE BLVD • ORLANDO, FL 32817  
PHONE: (407) 723-5900 • FAX: (407) 723-5901

## **Operation and Maintenance Expenditures For Board Approval**

Attached please find the check register listing Operations and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$97,740.10**

Approval of Expenditures:

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\_\_\_\_ Chairman

\_\_\_\_ Vice Chairman

\_\_\_\_ Assistant Secretary

**Boggy Creek Improvement District**  
**AP Check Register (Current by Bank)**  
Check Dates: 1/1/2021 to 1/31/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: SUN - CITY NATIONAL BANK					001-101-0000-00-01
3711	01/11/21	P	AWC	Aquatic Weed Control, Inc.	\$835.00
3712	01/11/21	P	BERCON	Berman Construction	\$14,854.99
3713	01/11/21	P	CEPRA	Cepra Landscape	\$1,491.00
3714	01/11/21	P	HGS	Hopping Green & Sams	\$1,984.50
3715	01/11/21	P	PFMGC	PFM Group Consulting	\$1,250.00
3716	01/19/21	P	BERCON	Berman Construction	\$525.00
3717	01/19/21	P	CEPRA	Cepra Landscape	\$887.80
3718	01/19/21	P	DTE	Down to Earth	\$20,200.67
3719	01/19/21	P	VGLOBA	VGlobalTech	\$425.00
3720	01/26/21	P	BERCON	Berman Construction	\$3,150.81
3721	01/26/21	P	CEPRA	Cepra Landscape	\$21,431.30
3722	01/26/21	P	DONMC	Donald W. McIntosh Associates	\$125.00
3723	01/26/21	P	DTE	Down to Earth	\$21,180.67
3724	01/26/21	P	RLEVEY	Richard Levey	\$200.00
3725	01/26/21	P	TCZAPK	Thaddeus Czapka	\$200.00
BANK SUN REGISTER TOTAL:					\$88,741.74
GRAND TOTAL					\$88,741.74

88,741.74	Checks 3711-3725
8,998.36	PA 482 - OUC invoice paid
97,740.10	Cash spent

## BOGGY CREEK IMPROVEMENT DISTRICT

### Payment Authorization #480

12/31/2020

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b>		
	Pressure Washing BCID	10153	\$ 9,975.00
	Pressure Washing BCID Interchange	10153	\$ 4,800.00
<b>TOTAL</b>			<b>\$ 14,775.00</b>

*Lynne Melles*

Secretary/Assistant Secretary

Chairperson

**RECEIVED**

By Amanda Lane at 9:43 am, Jan 07, 2021

*Jay [Signature]*  
1/3/21



## BOGGY CREEK IMPROVEMENT DISTRICT

### Payment Authorization #481

1/8/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Aquatic Weed Control</b> January Waterway Service	54438	\$ 835.00
2	<b>Berman Construction</b> Interchange Asphalt Repair	9974	\$ 79.99
	January Administrator Services	10222	\$ 1,333.34
	January Irrigation Specialist Services	10222	\$ 1,666.67
3	<b>Cepa Landscape</b> Mainline Repair	21688	\$ 1,491.00
	January Landscaping	22072	\$ 21,431.30
4	<b>Hopping Green &amp; Sams</b> General Counsel Through 11/30/2020	119454	\$ 1,984.50
5	<b>PFM Group Consulting</b> Quarterly Dissemination 10/01/2020 - 12/31/2020	113148	\$ 1,250.00
TOTAL			\$ 30,071.80



Secretary/Assistant Secretary

Chairperson

**RECEIVED**

By Amanda Lane at 4:31 pm, Jan 08, 2021



## BOGGY CREEK IMPROVEMENT DISTRICT

### Payment Authorization #482

1/15/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b> Interchange Pavers Reset	10307	\$ 525.00
2	<b>Cepra Landscape</b> Controller 12 Repairs	17090	\$ 887.80
3	<b>Down to Earth</b> December Interchange Landscaping	81209	\$ 20,200.67
	January Interchange Landscaping	83569	\$ 20,200.67
4	<b>OUC</b> Acct: 2562183178 ; Service 12/02/2020 - 01/04/2021	--	\$ 8,998.36
5	<b>VGlobalTech</b> January Website Maintenance	2215	\$ 125.00
	October-December ADA Audit	2236	\$ 300.00
<b>TOTAL</b>			<b>\$ 51,237.50</b>



Secretary/Assistant Secretary

Chairperson

**RECEIVED**

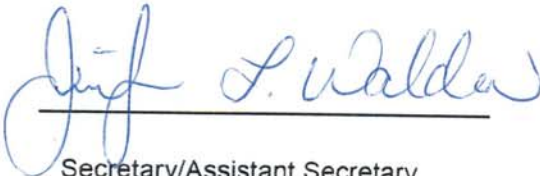
By Amanda Lane at 9:57 am, Jan 19, 2021

## BOGGY CREEK IMPROVEMENT DISTRICT

### Payment Authorization #483

1/22/2021

Item No.	Payee	Invoice Number	General Fund
1	<b>Berman Construction</b> Irrigation Leak Repair	10326	\$ 150.80
2	<b>Donald W McIntosh Associates</b> Engineering Services Through 12/31/2020	40656	\$ 125.00
3	<b>Down to Earth Landscape &amp; Irrigation</b> December Irrigation Repairs January Irrigation Repairs	83490 84897	\$ 353.00 \$ 627.00
4	<b>Supervisor Fees - 01/19/2021 Meeting</b> Richard Levey Thad Czapka	-- --	\$ 200.00 \$ 200.00
TOTAL			\$ 1,655.80

  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson

  
1/24/21

**RECEIVED**

By Amanda Lane at 10:15 am, Jan 25, 2021

# **BOGGY CREEK IMPROVEMENT DISTRICT**

**Work Authorizations/Proposed Services**  
*(if applicable)*

## BOGGY CREEK IMPROVEMENT DISTRICT

### Recommendation for Work Authorization / Proposed Services

Project Name: Boggy Creek Improvement District – Repair of Damage from a Car Accident

Brief Description: See attached. Emergency approval is requested for this work.

Name of Consultant /Vendor: Down-To-Earth

Is this work pursuant to an existing Agreement? ✓ Yes        No

If so, name and date of Agreement: \_\_\_\_\_

Is this project included in the District Capital Improvement Plan?        Yes ✓ No

Are the services required contemplated in the Capital Improvement Plan?        Yes ✓ No


Is this a continuation of previously authorized work? ✓ Yes        No

Proposal attached: ✓ Yes        No

Form of Agreement Utilized: Proposal

Amount of Services: \$ 6,666.98

Recommendation: ✓ Approve        Deny

By:  2/12/21  
Boggy Creek Improvement District Construction Committee

c: Jennifer Walden  
Tucker Mackie  
Jeffrey Newton





Down to Earth  
Landscape & Irrigation  
2701 Maitland Center Pkwy.  
Suite 200  
Maitland, Florida 32751  
(321) 263-2700

Estimate: #4205

**Customer Address**

Jennifer Walden  
PFM Group Consulting, LLC  
Boggy Creek Improvement District  
12051 Corporate Boulevard  
Orlando, FL 32817

**Job Address**

Boggy Creek Improvement District  
Lake Nona Boulevard  
Orlando, FL 32827

**Job**  
417 Median Damage  
Enhancement

**Proposed By**  
Aaron Wilbanks

**Estimate Date**  
2/10/2021

**Due Date**  
2/10/2021 12:00:00 AM

**Purchase Order #**

**Estimate Details**

Description of Services & Materials	Quantity	Rate	Amount
<b>Tree/Plant Installation</b>			
Magnolia DD Blanchard 'Magnolia grandiflora 'D.D. Blanchard'	1	\$4,354.48	\$4,354.48
		<b>Subtotal</b>	<b>\$4,354.48</b>
<b>Site Preparation</b>			
Site Prep: Removal & Disposal	1	\$1,050.00	\$1,050.00
Fill Dirt	6	\$37.50	\$225.00
		<b>Subtotal</b>	<b>\$1,275.00</b>
<b>Tree/Plant Installation</b>			
Liriope "Emerald Goddess"	8	\$12.25	\$98.00
		<b>Subtotal</b>	<b>\$98.00</b>
<b>Sod Installation</b>			
Floritam "St. Augustine" Sod	800	\$0.79	\$632.00
		<b>Subtotal</b>	<b>\$632.00</b>
<b>Mulch Installation</b>			
Enviro Mulch	1	\$64.50	\$64.50
		<b>Subtotal</b>	<b>\$64.50</b>
<b>Irrigation Repairs</b>			
12" Pop UP Spray	6	\$27.50	\$165.00
Nozzle MP Rotator	6	\$13.00	\$78.00
		<b>Subtotal</b>	<b>\$243.00</b>

We hereby purpose to provide all labor, materials and equipment necessary to complete the following work as per plans and specifications, including the installation of the above, for all other Terms & Conditions please visit <https://dtelandscape.com/terms-and-conditions/>.

### Estimate Details

Description of Services & Materials

Quantity

Rate

Amount

Job Total

\$6,666.98

Proposed By:

Agreed & Accepted By:

Aaron Wilbanks

02/10/2021

Down to Earth

Date

\_\_\_\_\_  
Date

# **BOGGY CREEK IMPROVEMENT DISTRICT**

**District's Financial Position and  
Budget to Actual YTD**



**Boggy Creek Improvement District**  
Statement of Financial Position  
As of 1/31/2021

	General	Debt Service	Capital Projects	General Long-Term Debt	Total
<b><u>Assets</u></b>					
<b><u>Current Assets</u></b>					
General Checking Account	\$388,862.50				\$388,862.50
State Board of Administration	1,299.41				1,299.41
Accounts Receivable - Due from Developer	3,927.50				3,927.50
Due From Other Governmental Units	29,132.27				29,132.27
Deposits	4,550.00				4,550.00
Infrastructure Capital Reserve	40,367.32				40,367.32
Interchange Maintenance Reserve	4,721.66				4,721.66
Debt Service Reserve Series 2013		\$3,951,512.50			3,951,512.50
Debt Service Reserve Series 2018		1,100,622.58			1,100,622.58
Revenue Series 2013		39,188.42			39,188.42
Interest Series 2018		3,664.54			3,664.54
General Checking Account			\$13,129.93		13,129.93
Acquisition/Construction Series 2013			21,362.55		21,362.55
Acquisition/Construction Series 2018			278.44		278.44
Due From Other Governmental Units			369.70		369.70
Total Current Assets	<u>\$472,860.66</u>	<u>\$5,094,988.04</u>	<u>\$35,140.62</u>	<u>\$0.00</u>	<u>\$5,602,989.32</u>
<b><u>Investments</u></b>					
Amount Available in Debt Service Funds				\$5,094,988.04	\$5,094,988.04
Amount To Be Provided				42,990,011.96	42,990,011.96
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$48,085,000.00</u>	<u>\$48,085,000.00</u>
<b>Total Assets</b>	<u><u>\$472,860.66</u></u>	<u><u>\$5,094,988.04</u></u>	<u><u>\$35,140.62</u></u>	<u><u>\$48,085,000.00</u></u>	<u><u>\$53,687,989.32</u></u>
<b><u>Liabilities and Net Assets</u></b>					
<b><u>Current Liabilities</u></b>					
Accounts Payable	\$11,218.32				\$11,218.32
Deferred Revenue	3,927.50				3,927.50
Total Current Liabilities	<u>\$15,145.82</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$15,145.82</u>
<b><u>Long Term Liabilities</u></b>					
Revenue Bonds Payable - Long-Term				\$48,085,000.00	\$48,085,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$48,085,000.00</u>	<u>\$48,085,000.00</u>
<b>Total Liabilities</b>	<u><u>\$15,145.82</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$48,085,000.00</u></u>	<u><u>\$48,100,145.82</u></u>
<b><u>Net Assets</u></b>					
Net Assets, Unrestricted	\$70,670.30				\$70,670.30
Net Assets - General Government	121,651.11				121,651.11
Current Year Net Assets - General Government	265,393.43				265,393.43
Net Assets, Unrestricted		(\$1,841,561.71)			(1,841,561.71)
Current Year Net Assets, Unrestricted		(1,137,484.28)			(1,137,484.28)
Net Assets - General Government		8,074,034.03			8,074,034.03
Net Assets, Unrestricted			(\$22,384,631.35)		(22,384,631.35)
Net Assets, Unrestricted			(4,280,903.76)		(4,280,903.76)
Current Year Net Assets, Unrestricted			3,699.57		3,699.57
Net Assets - General Government			26,696,976.16		26,696,976.16
<b>Total Net Assets</b>	<u><u>\$457,714.84</u></u>	<u><u>\$5,094,988.04</u></u>	<u><u>\$35,140.62</u></u>	<u><u>\$0.00</u></u>	<u><u>\$5,587,843.50</u></u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$472,860.66</u></u>	<u><u>\$5,094,988.04</u></u>	<u><u>\$35,140.62</u></u>	<u><u>\$48,085,000.00</u></u>	<u><u>\$53,687,989.32</u></u>

**Boggy Creek Improvement District**  
Statement of Activities  
As of 1/31/2021

	General	Debt Service	Capital Projects	General Long-Term Debt	Total
<b><u>Revenues</u></b>					
Off-Roll Assessments	\$501,522.83				\$501,522.83
Developer Contributions	1,494.50				1,494.50
Inter-Fund Group Transfers In		(\$65.84)			(65.84)
Debt Proceeds		374,051.29			374,051.29
Inter-Fund Transfers In			\$65.84		65.84
Debt Proceeds			807,071.35		807,071.35
Total Revenues	<u>\$503,017.33</u>	<u>\$373,985.45</u>	<u>\$807,137.19</u>	<u>\$0.00</u>	<u>\$1,684,139.97</u>
<b><u>Expenses</u></b>					
Supervisor Fees	\$1,000.00				\$1,000.00
Public Officials' Liability Insurance	3,498.00				3,498.00
Trustee Services	6,343.15				6,343.15
Management	12,500.00				12,500.00
Engineering	1,062.50				1,062.50
Dissemination Agent	1,250.00				1,250.00
District Counsel	7,272.50				7,272.50
Assessment Administration	7,500.00				7,500.00
Travel and Per Diem	18.29				18.29
Postage & Shipping	62.12				62.12
Legal Advertising	1,808.78				1,808.78
Miscellaneous	40.16				40.16
Web Site Maintenance	800.00				800.00
Holiday Decorations	300.00				300.00
Dues, Licenses, and Fees	175.00				175.00
Electric	1,147.87				1,147.87
Water Reclaimed	6,867.85				6,867.85
General Insurance	3,968.00				3,968.00
Property & Casualty	3,761.00				3,761.00
Irrigation Parts	18,428.98				18,428.98
Landscaping Maintenance & Material	85,567.24				85,567.24
Landscape Improvements	4,445.00				4,445.00
Tree Trimming	150.00				150.00
Contingency	10,594.00				10,594.00
IME - Aquatics Maintenance	1,085.48				1,085.48
IME - Irrigation	715.15				715.15
IME - Landscaping	26,260.88				26,260.88
IME - Lighting	189.09				189.09
IME - Miscellaneous	2,926.62				2,926.62
IME - Water Reclaimed	85.67				85.67
Entry and Wall Maintenance	137.21				137.21
Streetlights	15,691.07				15,691.07
Personnel Leasing Agreement	12,000.04				12,000.04
Interest Payments		\$1,511,739.66			1,511,739.66
Engineering			\$4,060.00		4,060.00
District Counsel			1,022.50		1,022.50
Legal Advertising			441.27		441.27
Contingency			797,914.78		797,914.78
Total Expenses	<u>\$237,651.65</u>	<u>\$1,511,739.66</u>	<u>\$803,438.55</u>	<u>\$0.00</u>	<u>\$2,552,829.86</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$27.75				\$27.75
Interest Income		\$269.93			269.93
Interest Income			\$0.93		0.93
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$27.75</u>	<u>\$269.93</u>	<u>\$0.93</u>	<u>\$0.00</u>	<u>\$298.61</u>
<b>Change In Net Assets</b>	<b>\$265,393.43</b>	<b>(\$1,137,484.28)</b>	<b>\$3,699.57</b>	<b>\$0.00</b>	<b>(\$868,391.28)</b>
<b>Net Assets At Beginning Of Year</b>	<b>\$192,321.41</b>	<b>\$6,232,472.32</b>	<b>\$31,441.05</b>	<b>\$0.00</b>	<b>\$6,456,234.78</b>
<b>Net Assets At End Of Year</b>	<b><u>\$457,714.84</u></b>	<b><u>\$5,094,988.04</u></b>	<b><u>\$35,140.62</u></b>	<b><u>\$0.00</u></b>	<b><u>\$5,587,843.50</u></b>

**Boggy Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 01/31/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b><u>Revenues</u></b>				
Off-Roll Assessments	\$ 501,522.83	\$ 306,818.48	\$ 194,704.35	\$ 920,455.44
Developer Contributions	1,494.50	-	1,494.50	-
<b>Net Revenues</b>	<b>\$ 503,017.33</b>	<b>\$ 306,818.48</b>	<b>\$ 196,198.85</b>	<b>\$ 920,455.44</b>
<b><u>General &amp; Administrative Expenses</u></b>				
<b>Legislative</b>				
Supervisor Fees	\$ 1,000.00	\$ 2,400.00	\$ (1,400.00)	\$ 7,200.00
<b>Financial &amp; Administrative</b>				
Public Officials' Liability Insurance	3,498.00	1,225.00	2,273.00	3,675.00
Trustee Services	6,343.15	2,333.33	4,009.82	7,000.00
Management	12,500.00	12,500.00	-	37,500.00
Engineering	1,062.50	3,833.33	(2,770.83)	11,500.00
Dissemination Agent	1,250.00	1,666.67	(416.67)	5,000.00
District Counsel	7,272.50	10,000.00	(2,727.50)	30,000.00
Assessment Administration	7,500.00	2,500.00	5,000.00	7,500.00
Reamortization Schedules	-	83.33	(83.33)	250.00
Audit	-	1,666.67	(1,666.67)	5,000.00
Arbitrage Calculation	-	400.00	(400.00)	1,200.00
Travel and Per Diem	18.29	100.00	(81.71)	300.00
Telephone	-	16.67	(16.67)	50.00
Postage & Shipping	62.12	166.67	(104.55)	500.00
Copies	-	666.67	(666.67)	2,000.00
Legal Advertising	1,808.78	3,166.67	(1,357.89)	9,500.00
Miscellaneous	40.16	1,833.31	(1,793.15)	5,500.00
Property Taxes	-	50.00	(50.00)	150.00
Web Site Maintenance	800.00	900.00	(100.00)	2,700.00
Holiday Decorations	300.00	2,000.00	(1,700.00)	6,000.00
Dues, Licenses, and Fees	175.00	58.33	116.67	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 43,630.50</b>	<b>\$ 47,566.65</b>	<b>\$ (3,936.15)</b>	<b>\$ 142,700.00</b>

**Boggy Creek Improvement District**  
 Budget to Actual  
 For the Month Ending 01/31/2021

	Actual	Budget	Variance	FY 2021 Adopted Budget
<b><u>Field Operations Expenses</u></b>				
<b>Electric Utility Services</b>				
Electric	\$ 1,147.87	\$ 1,500.00	\$ (352.13)	\$ 4,500.00
Entry Lighting	-	166.67	(166.67)	500.00
<b>Water-Sewer Combination Services</b>				
Water Reclaimed	6,867.85	11,666.67	(4,798.82)	35,000.00
<b>Other Physical Environment</b>				
General Insurance	3,968.00	1,391.67	2,576.33	4,175.00
Property & Casualty	3,761.00	1,258.33	2,502.67	3,775.00
Other Insurance	-	33.33	(33.33)	100.00
Irrigation Repairs	18,428.98	13,333.33	5,095.65	40,000.00
Landscaping Maintenance & Material	85,567.24	87,614.00	(2,046.76)	262,842.00
Landscape Improvements	4,445.00	21,666.67	(17,221.67)	65,000.00
Tree Trimming	150.00	13,333.33	(13,183.33)	40,000.00
Contingency	10,594.00	10,453.82	140.18	31,361.47
Pest Control	-	1,006.67	(1,006.67)	3,020.00
Hurricane Cleanup	-	6,666.67	(6,666.67)	20,000.00
<b>Interchange Maintenance Expenses</b>				
IME - Aquatics Maintenance	1,085.48	1,148.33	(62.85)	3,445.00
IME - Irrigation Repair	715.15	3,250.00	(2,534.85)	9,750.00
IME - Landscaping	26,260.88	26,260.87	0.01	78,782.60
IME - Lighting	189.09	541.67	(352.58)	1,625.00
IME - Miscellaneous	2,926.62	541.67	2,384.95	1,625.00
IME - Water Reclaimed	85.67	812.50	(726.83)	2,437.50
<b>Road &amp; Street Facilities</b>				
Entry and Wall Maintenance	137.21	5,000.00	(4,862.79)	15,000.00
Streetlights	15,691.07	32,130.07	(16,439.00)	96,390.20
<b>Parks &amp; Recreation</b>				
Personnel Leasing Agreement	12,000.04	12,000.00	0.04	36,000.00
<b>Reserves</b>				
Infrastructure Capital Reserve	-	6,722.22	(6,722.22)	20,166.67
Interchange Maintenance Reserve	-	786.67	(786.67)	2,360.00
<b>Total Field Operations Expenses</b>	<b>\$ 194,021.15</b>	<b>\$ 259,285.16</b>	<b>\$ (65,264.01)</b>	<b>\$ 777,855.44</b>
<b>Total Expenses</b>	<b>\$ 237,651.65</b>	<b>\$ 306,851.81</b>	<b>\$ (69,200.16)</b>	<b>\$ 920,555.44</b>
<b>Income (Loss) from Operations</b>	<b>\$ 265,365.68</b>	<b>\$ (33.33)</b>	<b>\$ 265,399.01</b>	<b>\$ (100.00)</b>
<b><u>Other Income (Expense)</u></b>				
Interest Income	\$ 27.75	\$ 33.33	\$ (5.58)	\$ 100.00
<b>Total Other Income (Expense)</b>	<b>\$ 27.75</b>	<b>\$ 33.33</b>	<b>\$ (5.58)</b>	<b>\$ 100.00</b>
<b>Net Income (Loss)</b>	<b>\$ 265,393.43</b>	<b>\$ -</b>	<b>\$ 265,393.43</b>	<b>\$ -</b>

# Boggy Creek Improvement District

Budget to Actual

For the Month Ending 01/31/2021

	Oct-20	Nov-20	Dec-20	Jan-21	YTD Actual
<b>Revenues</b>					
Off-Roll Assessments	\$ -	\$ -	\$ 450,987.27	\$ 50,535.56	\$ 501,522.83
Developer Contributions	-	-	1,494.50	-	1,494.50
<b>Net Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 452,481.77</b>	<b>\$ 50,535.56</b>	<b>\$ 503,017.33</b>
<b>General &amp; Administrative Expenses</b>					
<b>Legislative</b>					
Supervisor Fees	\$ 400.00	\$ 200.00	\$ -	\$ 400.00	\$ 1,000.00
<b>Financial &amp; Administrative</b>					
Public Officials' Liability Insurance	3,498.00	-	-	-	3,498.00
Trustee Services	6,343.15	-	-	-	6,343.15
Management	3,125.00	3,125.00	3,125.00	3,125.00	12,500.00
Engineering	-	750.00	187.50	125.00	1,062.50
Dissemination Agent	-	-	-	1,250.00	1,250.00
District Counsel	-	-	4,563.00	2,709.50	7,272.50
Assessment Administration	7,500.00	-	-	-	7,500.00
Reamortization Schedules	-	-	-	-	-
Audit	-	-	-	-	-
Arbitrage Calculation	-	-	-	-	-
Travel and Per Diem	-	-	18.29	-	18.29
Telephone	-	-	-	-	-
Postage & Shipping	-	35.12	12.48	14.52	62.12
Copies	-	-	-	-	-
Legal Advertising	1,105.02	361.26	-	342.50	1,808.78
Miscellaneous	-	-	40.16	-	40.16
Property Taxes	-	-	-	-	-
Web Site Maintenance	125.00	125.00	125.00	425.00	800.00
Holiday Decorations	300.00	-	-	-	300.00
Dues, Licenses, and Fees	175.00	-	-	-	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 22,571.17</b>	<b>\$ 4,596.38</b>	<b>\$ 8,071.43</b>	<b>\$ 8,391.52</b>	<b>\$ 43,630.50</b>
<b>Field Operations</b>					
<b>Electric Utility Services</b>					
Electric	\$ -	\$ 371.46	\$ 375.99	\$ 400.42	\$ 1,147.87
Entry Lighting	-	-	-	-	-
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	-	1,984.19	1,772.44	3,111.22	6,867.85
<b>Other Physical Environment</b>					
General Insurance	3,968.00	-	-	-	3,968.00
Property & Casualty Insurance	3,761.00	-	-	-	3,761.00
Other Insurance	-	-	-	-	-
Irrigation Repairs	2,800.96	5,767.06	4,141.56	5,719.40	18,428.98
Landscaping Maintenance & Material	21,391.81	21,391.81	21,391.81	21,391.81	85,567.24
Landscape Improvements	-	4,445.00	-	-	4,445.00
Tree Trimming	-	150.00	-	-	150.00
Contingency	-	-	9,975.00	619.00	10,594.00
Pest Control	-	-	-	-	-
Hurricane Cleanup	-	-	-	-	-
<b>Interchange Maintenance Expenses</b>					
IME - Aquatics Maintenance	271.37	271.37	271.37	271.37	1,085.48
IME - Irrigation	-	97.91	298.74	318.50	715.15
IME - Landscaping	6,565.22	6,565.22	-	13,130.44	26,260.88

# Boggy Creek Improvement District

Budget to Actual

For the Month Ending 01/31/2021

	Oct-20	Nov-20	Dec-20	Jan-21	YTD Actual
IME - Lighting	-	59.81	61.23	68.05	189.09
IME - Miscellaneous	1,170.00	-	1,560.00	196.62	2,926.62
IME - Water Reclaimed	-	27.81	35.21	22.65	85.67
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	-	137.21	-	-	137.21
Streetlights	-	5,167.46	5,315.97	5,207.64	15,691.07
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	3,000.01	3,000.01	3,000.01	3,000.01	12,000.04
<b>Reserves</b>					
Infrastructure Capital Reserve	-	-	-	-	-
Interchange Maintenance Reserve	-	-	-	-	-
<b>Total Field Operations Expenses</b>	<b>\$ 42,928.37</b>	<b>\$ 49,436.32</b>	<b>\$ 48,199.33</b>	<b>\$ 53,457.13</b>	<b>\$ 194,021.15</b>
<b>Total Expenses</b>	<b>\$ 65,499.54</b>	<b>\$ 54,032.70</b>	<b>\$ 56,270.76</b>	<b>\$ 61,848.65</b>	<b>\$ 237,651.65</b>
<b>Income (Loss) from Operations</b>	<b>\$ (65,499.54)</b>	<b>\$ (54,032.70)</b>	<b>\$ 396,211.01</b>	<b>\$ (11,313.09)</b>	<b>\$ 265,365.68</b>
<b><u>Other Income (Expense)</u></b>					
Interest Income	\$ 5.31	\$ 4.71	\$ 8.98	\$ 8.75	\$ 27.75
<b>Total Other Income (Expense)</b>	<b>\$ 5.31</b>	<b>\$ 4.71</b>	<b>\$ 8.98</b>	<b>\$ 8.75</b>	<b>\$ 27.75</b>
<b>Net Income (Loss)</b>	<b>\$ (65,494.23)</b>	<b>\$ (54,027.99)</b>	<b>\$ 396,219.99</b>	<b>\$ (11,304.34)</b>	<b>\$ 265,393.43</b>

Boggy Creek Improvement District  
Cash Flow

	Beg. Cash	FY 2020 Inflows	FY 2020 Outflows	FY 2021 Inflows	FY 2021 Outflows	End. Cash
10/1/2019	290,026.69	48,264.15	(56,847.28)	-	-	256,230.22
11/1/2019	256,230.22	33,663.63	(41,739.45)	-	-	220,465.58
12/1/2019	220,465.58	70,004.98	(62,791.46)	-	-	254,438.77
1/1/2020	254,438.77	30,279.60	(82,058.63)	-	-	202,659.74
2/1/2020	202,659.74	136,116.85	(217,768.87)	-	-	121,007.72
3/1/2020	121,007.72	27,264.41	(8,557.75)	-	-	139,714.38
4/1/2020	139,714.38	198,830.70	(93,008.82)	-	-	245,536.26
5/1/2020	245,536.26	78,175.42	(114,095.66)	-	-	209,616.02
6/1/2020	209,616.02	173,014.70	(26,123.73)	-	-	356,506.99
7/1/2020	356,506.99	20,537.14	(119,099.79)	-	-	257,944.34
8/1/2020	257,944.34	15,348.93	(51,190.42)	-	-	222,102.85
9/1/2020	222,102.85	20,712.33	(111,647.34)	-	(18,727.00)	112,440.84
10/1/2020	112,440.84	15,251.97	(9,123.49)	1.46	(56,312.94)	62,257.84
11/1/2020	62,257.84	213.06	(1,689.50)	16,669.40	(26,119.08)	51,331.72
12/1/2020	51,331.72	1,058.00	-	467,110.80	(88,102.52)	431,398.00
1/1/2021	431,398.00	-	-	55,204.60	(97,740.10)	388,862.50
2/1/2021	388,862.50	-	-	10,688.01	(7,290.82)	392,259.69 as of 02/08/2021
Totals		1,197,023.69	(1,011,369.87)	549,674.27	(294,292.46)	

**Boggy Creek Improvement District  
Construction Tracking - early February**

Amount

**Series 2018 Bond Issue**

Original Construction Fund - Not To Exceed	\$ 25,000,000.00
Additions (Interest, Transfers from DSR, etc.)	163,293.72
Cumulative Draws Through Prior Month	(11,421,502.73)

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<b>Construction Funds Available</b>	<b>\$ 13,741,790.99</b>
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**Requisitions This Month**

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<b>Total Requisitions This Month</b>	<b>\$ -</b>
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<b>Construction Funds Remaining</b>	<b>\$ 13,741,790.99</b>
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Committed Funding

Lake Nona Medical City Drive Phase 2 – Developer-owned as of 03/2020	-
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<b>Total Committed Funding</b>	<b>\$ -</b>
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<b>Net Uncommitted</b>	<b>13,741,790.99</b>
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