

# **BOGGY CREEK IMPROVEMENT DISTRICT** **BOARD OF SUPERVISORS' MEETING MINUTES**

## **FIRST ORDER OF BUSINESS**

## **Roll Call to Confirm a Quorum**

The Board of Supervisors' Meeting for the Boggy Creek Improvement District was called to order on Tuesday, January 18, 2022, at 3:00 p.m. at Courtyard Orlando Lake Nona, 6955 Tavistock Lakes Blvd, Orlando, FL 32827.

Present:

Richard Levey	Chairperson
Thad Czapka	Assistant Secretary
Chad Tinetti	Assistant Secretary
Jamie Bennett	Assistant Secretary

Also attending:

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

## **Consideration of the Minutes of the November 16, 2021, Board of Supervisors' Meeting**

Board Members reviewed the minutes from the November 16, 2021, Board of Supervisors' meeting.

On Motion by Ms. Bennett, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the November 16, 2021, Board of Supervisors' Meeting.

## **FOURTH ORDER OF BUSINESS**

## **Consideration of Second Amended and Restated Interlocal Agreement Among the Boggy Creek Improvement District, the Myrtle Creek Improvement District, the Midtown Improvement District and the Greenway Improvement District Regarding Certain Maintenance of the Interchange**

Ms. Mackie explained that the Greenway ID recently revised its boundaries to remove certain property that now constitutes the Midtown ID. As a result, the previously executed Interlocal Agreement regarding Interchange maintenance has been updated in regard to the percentage allocations for the Greenway ID and the Midtown ID, which were allocated proportionately based on acreage within each district. She noted it is an Amended and Restated Agreement as the Midtown ID is being added as a signatory, but there are no substantive changes other than the percentage of cost breakdown.

On Motion by Mr. Tinetti, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Second Amended and Restated Interlocal Agreement Among the Boggy Creek Improvement District, the Myrtle Creek Improvement District, the Midtown Improvement District and the Greenway Improvement District Regarding Certain Maintenance of the Interchange.

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

#### **Consideration of Resolution 2022-03, Adopting an Amended Assessment Resolution**

Ms. Mullins noted that this item is to be tabled at this time.

#### **SIXTH ORDER OF BUSINESS**

#### **Consideration of Geophysical Services Agreement with Central Florida Locating, Inc.**

Mr. Newton explained this is associated with the traffic signal at the intersection of Veterans Way and Laureate Blvd. It is for work in support of Atkins signal design. The geophysical work is the underground utility locates, and there will also be some soft digs and/or hard digs that will be needed to uncover pipes. The Agreement would be for an amount up to \$25,600.00 dependant on how many hard and soft digs are needed. Ms. Bennett asked if this was in the budget. Mr. Newton replied that this comes out of the construction fund since traffic signals were anticipated in the Capital Improvement Program. Dr. Levey asked if we have provided the VA with a budget for the cost sharing of the project. Ms. Mackie replied that the District is responsible for all of the design costs associated with the project but we do have the appropriate cost share memorialized in an Agreement for the construction side of the project.

On Motion by Mr. Czapka, second by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Geophysical Services Agreement with Central Florida Locating, Inc.

#### **SEVENTH ORDER OF BUSINESS**

#### **Consideration of Geotechnical and Soil Testing Engineering Services Agreement with Professional Service Industries, Inc.**

Mr. Newton explained this is for geotechnical borings in the locations of the pole bases so the appropriate structural design can be completed. The contract amount is listed as \$9,748.00, but District staff would like it to be modified to up to \$12,048.00 to accommodate the future determination of whether there may be an additional signal pole because of the way the intersection is set up. Dr. Levey asked at which location the additional pole would be located. Mr. Kaufmann replied that it is probably at the VA entrance as it is wider than the others.

On Motion by Mr. Czapka, second by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Geotechnical and Soil Testing Engineering Services Agreement with Professional Service Industries, Inc. for a not-to-exceed amount of \$12,048.00.

#### **EIGHTH ORDER OF BUSINESS**

#### **Ratification of Operation and Maintenance Expenditures Paid in November 2021 in an amount totaling \$16,081.61**

The Board reviewed Operation and Maintenance Expenditures Paid in November 2021 in an amount totaling \$16,081.61. Dr. Levey noted these have been approved and need to be ratified by the Board.

On Motion by Mr. Tinetti, second by Ms. Bennett, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Operation and Maintenance Expenditures Paid in November 2021 in an amount totaling \$16,081.61.

#### **NINTH ORDER OF BUSINESS**

#### **Ratification of Operation and Maintenance Expenditures Paid in December 2021 in an amount totaling \$155,322.39**

The Board reviewed Operation and Maintenance Expenditures Paid in December 2021 in an amount totaling \$155,322.39. Dr. Levey noted these have been approved and need to be ratified by the Board.

On Motion by Mr. Czapka, second by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Operation and Maintenance Expenditures Paid in December 2021 in an amount totaling \$155,322.39.

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

#### **Ratification of Requisition Nos. 2018-213 – 2018-215 paid in November 2021 in an amount totaling \$5,292.90**

The Board reviewed Requisition Nos. 2018-213 – 2018-215 paid in November 2021 in an amount totaling \$5,292.90. Dr. Levey noted these have been approved and need to be ratified by the Board.

On Motion by Mr. Tinetti, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-213 – 2018-215 paid in November 2021 in an amount totaling \$5,292.90.

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

#### **Ratification of Requisition Nos. 2018-216 – 2018-219 in**

**December 2021 in an amount totaling \$4,873.92**

The Board reviewed Requisition Nos. 2018-216 – 2018-219 approved in December 2021 in an amount totaling \$4,873.92. Ms. Mullins noted these have been approved and need to be ratified by the Board.

On Motion by Ms. Bennett, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-216 – 2018-219 approved in December 2021 in an amount totaling \$4,873.92.

## **TWELFTH ORDER OF BUSINESS**

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

Mr. Kaufmann explained the Work Authorization is for survey and mapping services for the traffic signal at the VA entrance for \$29,980.00. This is for physical locates for the design work and final certification.

On Motion by Mr. Czapka, second by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Work Authorization with Donald W. McIntosh Associates, Inc. for \$29,980.00 for the survey and mapping services for the traffic signal at the VA entrance.

## **THIRTEENTH ORDER OF BUSINESS**

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

The Board reviewed the District's Financial Statements through December 31, 2021. No action is required by the Board.

## **FOURTEENTH ORDER OF BUSINESS**

### **Staff Reports**

District Counsel – No Report

District Manager – Ms. Mullins noted the next meeting is scheduled for Tuesday, February 15, 2022.

District Engineer – No Report

Construction Supervisor – Mr. Kaufmann stated the additional streetlights on Lake Nona Boulevard are scheduled with OUC to start installation this week and the conduit work is ongoing.

District Landscape Supervisor – No Report

Irrigation Supervisor – No Report

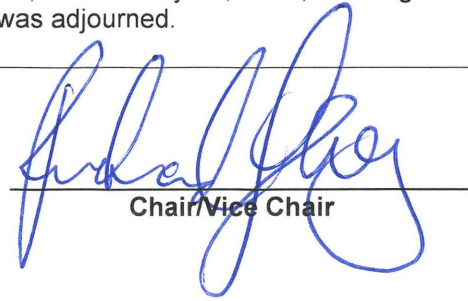
## **FIFTEENTH ORDER OF BUSINESS**

### **Supervisor Requests and Adjournment**

As there were no Supervisor requests, Dr. Levey requested a motion to adjourn the meeting.

On Motion by Mr. Tinetti, second by Ms. Bennett, with all in favor, the January 18, 2022, Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.

  
**Secretary/Assistant Secretary**

  
**Chair/Vice Chair**