

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, February 15, 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	
Lynne Mullins	PFM	(via phone)
Cassie Thompson	PFM	(via phone)
Amanda Lane	PFM	(via phone)
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)

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 January 18, 2022, Board of Supervisors' Meeting

Board Members reviewed the minutes from the January 18, 2022, Board of Supervisors' Meeting.

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

FOURTH ORDER OF BUSINESS

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

Ms. Walden explained this is a clean up resolution for FY 2022 Assessments. Ms. Mackie noted that some of the properties provided by Tavistock didn't include two small parcels. It affected the acreage allocation and the assessment on the direct bills. Because of this the District needs to revise the assessment roll that was attached to the FY 2022 Assessment Resolution.

On Motion by Mr. Czapka, second by Ms. Bennett, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Resolution 2022-03, Adopting an Amended Assessment Resolution.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Uniform Method

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

SIXTH ORDER OF BUSINESS

Consideration of RFP for District Landscaping & Common Area Maintenance

Ms. Walden explained that District staff has been working on the RFP package for landscape maintenance, and to move forward the Board needs to provide approval of the advertisement and the evaluation criteria. The evaluation criteria included is the same as used the last time the District did this RFP, with 10 points for understanding of scope, 30 points for technical capability, 30 points for experience and 30 points for price.

On Motion by Mr. Tinetti, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved moving forward with the RFP for District Landscaping & Common Area Maintenance and approved the evaluation criteria as presented.

SEVENTH ORDER OF BUSINESS

Consideration of Property Appraiser Agreement

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

EIGHTH ORDER OF BUSINESS

Ratification of Promissory Notes for Medical City Drive Phase 2 a) Infrastructure Improvements Acquisition b) Tract B Land Conveyance

Ms. Mackie explained that the District acquired by the infrastructure and the right-of-way for Medical City Drive Phase 2 a couple months ago. The District has an outstanding note which is being utilized for funding when land or infrastructure is acquired. However, since it is an interest bearing note, the Developer is asking for the District not to draw down from the note but to memorialize the District's reimbursement in a promissory note. She added that they are both in amounts approved by the Board for the land and infrastructure acquisition. Ms. Walden added that these items are for ratification as the Chairman has already executed the promissory notes.

On Motion by Ms. Bennett, second by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Promissory Notes for Medical City Drive Phase 2 for the Infrastructure Improvements Acquisition and the Tract B Land Conveyance.

NINTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in January 2022 in an amount totaling \$26,914.66

The Board reviewed Operation and Maintenance Expenditures Paid in January 2022 in an amount totaling \$26,914.66. Ms. Walden 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 approved the Operation and Maintenance Expenditures Paid in January 2022 in an amount totaling \$26,914.66.

TENTH ORDER OF BUSINESS

Ratification of Requisition Nos. 2018-220 – 2018-221 paid in January 2022 in an amount totaling \$1,848.35

The Board reviewed Requisition Nos. 2018-220 – 2018-221 paid in January 2022 in an amount totaling \$1,848.35. Ms. Walden noted these have been approved and need to be ratified by the Board.

On Motion by Mr. Czapka, second by Ms. Bennett, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-220 – 2018-221 paid in January 2022 in an amount totaling \$1,848.35.

ELEVENTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kaufmann explained there are two Work Authorizations. The first one is with Berman for paver repair for \$14,675.05 which includes M.O.T. Discussion ensued regarding the breakdown of costs.

On Motion by Mr. Czapka, second by Ms. Bennett, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Work Authorization with Berman Construction, LLC for a not-to-exceed amount of \$14,675.05 for the paver reset at Lake Nona Boulevard and Nemours Parkway with delegation of authority to Mr. Tinetti to negotiate a lower price.

Mr. Kaufmann explained the second Work Authorization is with Donald W. McIntosh for the Stormwater Management System Needs Analysis in the amount of \$9,840.00. This is a new required item that must be completed per the State of Florida legislation, and it is an extensive report to be completed. Mr. Tinetti asked if this is a yearly report. Ms. Mackie replied that this is similar to the Public Facilities Report in that it is only required to be done every five years. Dr. Levey asked if this item is coming before each of the sister Districts. Mr. Newton replied that this cost will be split between the four Districts involved with the Interchange.

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 Work Authorization with Donald W. McIntosh Associates, Inc. for \$9,840.00 for the Stormwater Management System Needs Analysis.

TWELFTH ORDER OF BUSINESS

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

The Board reviewed the District's Financial Statements through January 31, 2022. No action is required by the Board.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

District Counsel –

Ms. Mackie provided an update on items happening in the legislative session and three key items the team is watching. The first item is the ethics training that may be required for the Board of Supervisors. The second item is the early payment discount may be increased which could result in a possible increase in assessments. The third item is the insurance liability cap could be increased from \$200,000.00 to \$1,000,000.00.

District Manager –

Ms. Walden noted the next meeting is scheduled for Tuesday, March 15, 2022, which is Spring Break week for many schools. Three Board Members confirmed they would be in attendance.

District Engineer –

Mr. Newton noted that there are no active construction projects but the District is at the beginning of the design of the signal at Laureate Boulevard and Veterans Way. The survey base map has been delivered. Dr. Levey stated he was happy that the VA was being kept in the loop and asked if their concern of the fifth pole had been resolved. Mr. Newton replied that their concern had been addressed and he hadn't received any additional feedback. He noted that easements will be needed to complete the project.

Mr. Newton stated that Medical City Drive Phase 2 has been acquired and the next step will be to transfer it to the City of Orlando.

Construction Supervisor –

No Report

District Landscape Supervisor –

No Report

Irrigation Supervisor –

No Report

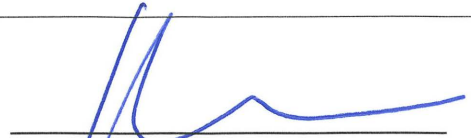
FOURTEENTH ORDER OF BUSINESS

Supervisor Requests and Adjournment

Mr. Tinetti asked that future proposals have a breakdown of costs to give the Board a better idea. He also asked if the Beep items are being reimbursed by the Developer. Ms. Mackie replied that the District has a funding agreement with the Developer for those items. For the trust agreement with the Bank, were the District not to receive funds from the Developer, the District could assess for it if needed because it is part of the District's operating budget.

On Motion by Ms. Bennett, second by Mr. Czapka, with all in favor, the February 15, 2022, Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair