

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

FIRST ORDER OF BUSINESS

Roll Call to Confirm Quorum

The Board of Supervisors' Meeting for the Boggy Creek Improvement District was called to order on Tuesday, March 21, 2023, at 3:13 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Richard Levey	Chairperson
Damon Ventura	Vice Chairperson
Thad Czapka	Assistant Secretary
Julie Salvo	Assistant Secretary

Also attending:

Jennifer Walden	PFM	(via phone)
Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Jorge Jimenez	PFM	(via phone)
Tucker Mackie	Kutak Rock	
Jeffrey Newton	Donald W. McIntosh Associates, Inc.	
Larry Kaufmann	Construction Supervisor	(via phone)
Matt McDermott	Construction Committee Member	
Katie Harmer	Berman	
Samantha Sharenow	Berman	

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for public comments. There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
February 21, 2023, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the February 21, 2023, Board of Supervisors' Meeting.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the February 21, 2023, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of OUC Lighting
Installation, Upgrade & Service
Agreement – Lake Nona Blvd LED
Upgrade**

Mr. Kaufmann stated the OUC Agreement has been provided with the correct fee amount but noted the address needs to be updated for the District in the Agreement. Dr. Levey asked if this is for replacement heads. Mr. Kaufmann explained these are replacing the existing fixtures with new LED fixtures, which have a much higher luminosity to illuminate the trail and sidewalks. Dr. Levey asked what the cost delta is from what the District pays now. Mr. Kaufmann stated he can get that information and provide it to Dr. Levey.

On motion by Ms. Salvo, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the OUC Lighting Installation, Upgrade and Service Agreement in the amount of \$1,629.26 monthly, pending the revision to the District's address.

FIFTH ORDER OF BUSINESS

Consideration of Traffic Engineering Services Agreement with Kittelson for Laureate Blvd and Veterans Way Roundabout

Mr. Newton stated this is based on a request from the Developer that the District evaluate a roundabout as opposed to a traffic signal. Kittelson's fee to do that evaluation is \$10,500.00 and Ms. Mackie put together the agreement that's in the agenda packet for that work. Discussion ensued about the approval of the roundabout, whether there would be a reason for it not to be approved, and would that solve the problem at that intersection.

On motion by Ms. Salvo, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the agreement with Kittelson for Laureate Blvd. and Veterans Way Roundabout in the amount \$10,500.00.

The Board requested to have the cost amount for each item added to the agenda, as well as if that amount is within the budget.

SIXTH ORDER OF BUSINESS

Consideration of Sidewalk Construction Agreement with Jr. Davis Construction for SIMCOM

Mr. Newton stated this is for a five-foot-wide concrete sidewalk on the south side of the Nemours Parkway Loop Rd. in the Town Center. The District constructed that road several years ago but only constructed the trail along the north side of the road because District staff knew that Town Center construction would destroy a concrete sidewalk on the south side if it was put in. As a result, the District deferred the construction of that sidewalk to a later date. SIMCOM is approaching completion of their facility so now would be the appropriate time to install that portion of the sidewalk. Dr. Levey asked why this is the responsibility of the District. Mr. Newton noted this sidewalk is the responsibility of the District because it was planned as a Capital Improvement of the District as a part of the Nemours Parkway construction plans. Mr. Kaufmann noted there will be additional sidewalks built in the future going in the other direction.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Sidewalk Construction Agreement with Jr. Davis Construction for SIMCOM in the amount of \$38,040.00.

SEVENTH ORDER OF BUSINESS

Consideration of Arbitrage Rebate Proposals for Series 2013 Bonds

- a. GNP Services, CPA, PA
- b. Grau & Associates
- c. LLS Tax Solutions Inc.
- d. PFM Asset Management

Ms. Mullins stated this item is related to the Series 2013 Bonds. The District received four quotes, and all are with vendors that the District Manager has worked with on other Districts. The cheapest one was LLS Tax Solutions with a cost of \$5,000.00 and the highest was Grau at \$7,500.00. Ms. Mackie noted when the District issued Bonds, there is a requirement that the District do a look back and calculation to determine that the District had not earned interest in an amount which would require an arbitrage rebate on its Bonds, and LLS Tax Solutions will do that calculation on behalf of the District for purposes of compliance.

EIGHTH ORDER OF BUSINESS

Consideration of Arbitrage Rebate Proposals for Series 2018 BAN

- a. GNP
- b. Grau & Associates
- c. LLS Tax Solutions

Ms. Mackie noted that she would recommend the same vendor work on the arbitrage rebate calculation for both the Series 2013 Bonds and the Series 2018 BAN. Ms. Mullins explained that LLS Tax Solutions provided a quote of \$2,500.00 for the BAN and they are the lowest amount.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District accepted the proposals from LLS Tax Solutions for the Series 2013 Bonds at \$5,000.00 and the Series 2018 BAN at \$2,500.00.

NINTH ORDER OF BUSINESS

Discussion of Landscape Enhancements

Mr. McDermott stated he has worked with Cepra and Berman on what District staff would like to do over the next three years regarding landscape enhancements. On the first page, there is a quick summary of all the different beds that would be touched and the detailed work order. Mr. McDermott noted he wanted to get the discussion started on how to use the approved funds for the next three years, and that this is a discussion item that can continue over the next few months. The work totals \$138,000.00 and falls under the per year average of \$65,000.00 per year in the budget.

Discussion ensued about how this work would be timed and incorporated with the work already being done around the District. Mr. McDermott and Ms. Salvo agreed to meet and discuss items further.

The Board agreed to table this item.

TENTH ORDER OF BUSINESS

**Ratification of Right-of-Way
Dedication Agreement**

Ms. Mackie stated the Right-of-Way Dedication Agreement in front of the Board is between the District and the City of Orlando. This is for Medical City Drive Phase Two that the District acquired from the Developer. She added that this item has since been fully executed.

On motion by Ms. Salvo, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Right-of-Way Dedication Agreement.

ELEVENTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures Paid in
February 2023 in an amount totaling
\$163,080.67.**

Ms. Mullins noted that these expenditures have been approved and need to be ratified by the Board.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation and Maintenance Expenditures Paid in February 2023 in an amount totaling \$163,080.67.

TWELFTH ORDER OF BUSINESS

**Ratification of Requisition Nos. 2018-
284 – 2018-286 Paid in February 2023
in an amount totaling \$3,707.00**

The Board reviewed Requisition Nos. 2018-284 – 2018-286 Paid in February 2023.

On motion by Mr. Ventura, seconded by Ms. Salvo, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-284 – 2018-286 Paid in February 2023 in an amount totaling \$3,707.00.

THIRTEENTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed Services**

Ms. Mullins stated the District has a proposal from Berman to replace two faded "Bike Lane" signs along Lake Nona Blvd. in the amount of \$575.13.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the proposal from Berman for bike lane sign replacements in the amount of \$575.13.

FOURTEENTH ORDER OF BUSINESS

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

Ms. Mullins stated the District has expenses of \$381,000.00 versus an overall budget of \$1,760,000.00 which is 22% of the budget.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

- District Counsel – No report.
- District Manager – Ms. Mullins noted the next Board meeting is Tuesday, April 18, 2023.
- District Engineer – No report.
- Landscape Supervisor – No report.
- Irrigation Supervisor – Ms. Sharenow stated her team is working on rebidding the fire ant treatment services. She also noted the District's annuals and mulch will start getting done next week.
- Construction Supervisor – No report.

SIXTEENTH ORDER OF BUSINESS

Supervisor Requests

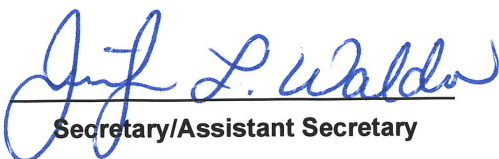
There were no Supervisor requests.

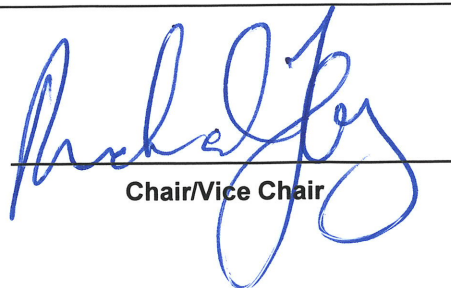
SEVENTEENTH ORDER OF BUSINESS

Adjournment

Dr. Levey requested a motion to adjourn.

On motion by Mr. Czapka, seconded by Mr. Ventura, with all in favor, the March 21, 2023, Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair