

**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, June 18, 2024, at 3:07 p.m. at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

Present:

Richard Levey	Chairperson
Thad Czapka	Assistant Secretary
Chad Tinetti	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	
Jeffrey Newton	Donald W. McIntosh Associates	
Tucker Mackie	Kutak Rock	
Ryan Dugan	Kutak Rock	(via phone)
DJ Batten	Berman	
Katie Harmer	Berman	(via phone)
David Beyer	Tavistock	

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for public comments. He noted there was no one from the public present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
May 21, 2024, Board of Supervisors'
Meeting**

The Board reviewed the minutes of the May 21, 2024, Board of Supervisors' Meeting.

On motion by Mr. Czapka, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the May 21, 2024, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Amended and
Restated Joint Project Agreement for
Signalization of Laureate Boulevard
and Veterans Way**

Ms. Mackie stated included in the agenda packet is the final negotiated Agreement between the District and the VA for the construction of the signal at Laureate Boulevard and Veterans Way, and the way in which the cost will be divided amongst the two parties. Several years ago, the Board approved a version that stated the District would construct the signal. This revised version is such that the District would acquire the signal from Lake Nona Land Company upon completion. District staff worked with the VA to make sure

the VA was comfortable with the acquisition process in the agreement. Ms. Mackie explained the VA contribution amount is equal to the lesser of \$570,411.38 or 50% of the acquisition value. The fixed amount is based on a bid obtained by Lake Nona Land Company. In the event the acquisition value is reduced, the VA contribution would decrease to 50% of the reduced acquisition value.

On motion by Mr. Tinetti, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Amended and Restated Joint Project Agreement for Signalization of Laureate Boulevard and Veterans Way.

FIFTH ORDER OF BUSINESS

**Discussion and Consideration of
Extending Annual Renewal for Lake
Nona Boulevard South and Roadways
Landscape and Irrigation
Maintenance Services Agreement
with Cepra**

Ms. Walden explained this Agreement with Cepra is coming due at the end of September 2024. Berman has stated that Cepra is doing well. Ms. Walden stated the recommendation from District staff would be to approve a one-year extension with Cepra, and the District would go out to bid after the completion of this one-year extension.

On motion by Mr. Czapka, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved a one-year extension for Lake Nona Boulevard South and Roadways Landscape and Irrigation Maintenance Services Agreement with Cepra.

SIXTH ORDER OF BUSINESS

**Consideration of Trail Maintenance
Proposals**

Ms. Harmer stated the District went out to bid with several Contractors and currently the only bid that came back is from Berman. Included in the bid are 15 areas of repair that were noted on the previous inspection comprising about 840 square feet of asphalt and concrete repairs. She noted the Board can consider approving the bid from Berman or to wait on the bids from the other Contractors.

There was a brief discussion regarding the process of obtaining bids for this project. The Board decided to table this item in anticipation of additional bids from other Contractors.

SEVENTH ORDER OF BUSINESS

**Review and Acceptance of Fiscal
Year 2023 Audit**

Ms. Walden stated District staff and the Chair have reviewed the audit provided by the vendor, and comments were provided and incorporated in the version the Board is seeing today. It is a standard and clean audit and there were no deficiencies in internal controls that would be considered material weaknesses.

On motion by Mr. Tinetti, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District accepted the Fiscal Year 2023 Audit.

EIGHTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in May 2024 in an amount totaling \$124,901.79

The Board reviewed O&M expenditures paid in May 2024. Ms. Walden noted that these expenditures have been approved and need to be ratified by the Board.

On motion by Mr. Tinetti, 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 May 2024 in an amount totaling \$124,901.79.

NINTH ORDER OF BUSINESS

Ratification of Requisition Nos. 445 – 450 Paid in May 2024 in an amount totaling \$9,731.46

The Board reviewed Requisition Nos. 445 – 450. Ms. Walden noted these have been approved and need to be ratified.

On motion by Mr. Czapka, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 445 – 450 in May 2024 in an amount totaling \$9,731.46.

TENTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Batten stated the first Work Authorization is for the islands that are in front of Nemours. He explained a few are empty and others are overgrown and declining. The proposal is to replace them all with the exact same plant material. He noted three of the tips are under warranty and are being replaced as promised.

On motion by Mr. Tinetti, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Work Authorization for Cepra in the amount of \$2,960.00 for the replacement of the plants on the islands in front of Nemours.

Mr. Batten stated this Cepra proposal is for an irrigation repair of the valve and valve box.

On motion by Mr. Czapka, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Work Authorization for Cepra in the amount of \$760.00 to repair the valve and valve box.

ELEVENTH ORDER OF BUSINESS

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

Ms. Walden stated through the end of May the District has expenses of just under \$655,000.00 versus an overall budget of \$1,744,000.00, which equates to approximately 38% of the total budget spent.

TWELFTH ORDER OF BUSINESS

Staff Reports

District Counsel – Ms. Mackie just reminded the Board about the Form 1 filing deadline.
District Manager – Ms. Walden stated the next Board Meeting is Tuesday, July 16, 2024.
District Engineer – No report.
Landscape Supervisor – No report.
Irrigation Supervisor – No report.
Construction Supervisor – No report.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Tinetti asked Mr. Newton for the District map that is online be cleaned up so that boundaries can be clearer.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Dr. Levey requested a motion to adjourn.

On motion by Mr. Czapka, seconded by Mr. Tinetti, with all in favor, the June 18, 2024, Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair