

**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, April 15, 2025, at 3:00 p.m. at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

Present:

Richard Levey	Chair	
Damon Ventura	Vice Chair	
Thad Czapka	Assistant Secretary	
Chad Tinetti	Assistant Secretary	(via phone)

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Blake Firth	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Bob Schanck	Donald W. McIntosh Associates	
Tucker Mackie	Kutak Rock	
Katie Harmer	Berman	
Samantha Sharenow	Berman	
DJ Batten	Berman	
Dan Young	Tavistock	
Rudy Bautista	Tavistock	

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Dr. Levey called for public comments. He noted there were no comments from the public.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
February 18, 2025, Board of  
Supervisors' Meeting**

The Board reviewed the minutes of the February 18, 2025, 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 18, 2025, Board of Supervisors' Meeting.

**FOURTH ORDER OF BUSINESS**

**Consideration of Julie Salvo's  
Resignation and Nominations for Seat  
1 Vacancy**

Ms. Walden noted that Ms. Julie Salvo has provided a resignation letter for the Board to accept.

On motion by Mr. Czapka, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District accepted the resignation letter for Ms. Julie Salvo.

Ms. Walden noted that there is currently not a recommendation to fill the vacancy.

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

#### **Consideration of First Amendment to Website Services Agreement**

Ms. Walden explained the vendor is asking for a \$15 per month increase for their services starting October 1, 2025. She noted the vendor has not taken a fee increase in almost four years and that increase was due to adding the firewall and https security.

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 First Amendment to Website Services Agreement with VGlobalTech in the amount of \$185 per month.

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

#### **Review of Auditor Selection Committee Rankings & Selection of Auditor**

Ms. Walden noted that the Auditor Selection Committee ranked Grau & Associates as No. 1, with 100 points and Berger, Toombs, Elam, Gaines, & Frank as No. 2, with 90.8 points.

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 rankings of the Auditor Selection Committee and the recommendation to move forward with the No. 1 proposer, Grau & Associates.

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

#### **Review of Fiscal Year 2026 Operations & Maintenance Budget**

The Board reviewed the FY 2026 O&M Budget. Ms. Walden noted that if there are any items of concern to reach out prior to next month's meeting. No action required.

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

#### **Request to Advertise for RFQ to Prequalified Contractors for District Infrastructure Projects**

Mr. Newton explained the list of prequalified Contractors was last established in August 2021 and lasts a maximum of four years.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District authorized District staff to advertise the RFQ to Prequalified Contractors for District Infrastructure Projects.

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

#### **Consideration of Acquisition of Real Property from Lake Nona Land Company in Connection with the District's Construction of Two Roundabouts on Lake Nona Boulevard between Sanger Road and Boggy Creek Road**

Mr. Newton explained this relates to the two roundabouts in front of the retail center that are currently under construction. There are small areas of land adjacent to the right-of-way that need to be acquired to accommodate the roundabouts. He added there are sketches of descriptions for these acquisition parcels. Ms. Mackie noted that this came up at the Construction Committee, as the District will be requested to acquire these parcels upon final platting, which is slated to happen soon. Pursuant to the District's Acquisition Agreement with the Developer, the District has an approved acquisition value of \$75,000.00 per acre. She noted that it's likely the District will be asked to deliver a note until future bonds are issued. The land will be coming from Lake Nona Land Company, LLC and LN West Retail Center, LLC.

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 Acquisition of Real Property in Connection with the District's Construction of Two Roundabouts on Lake Nona Boulevard between Sanger Road and Boggy Creek Road at a not-to-exceed amount of \$75,000.00 per acre, subject to all of the elements of the Acquisition Agreement having been met.

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

#### **Ratification of Operation and Maintenance Expenditures Paid in February 2025 in an amount totaling \$65,811.85**

The Board reviewed O&M expenditures paid in February 2025. Ms. Walden 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 2025 in an amount totaling \$65,811.85.

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

#### **Ratification of Operation and Maintenance Expenditures Paid in March 2025 in an amount totaling \$181,034.61**

The Board reviewed O&M expenditures paid in March 2025. Ms. Walden 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 March 2025 in an amount totaling \$181,034.61.

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

**Ratification of Requisition Nos. 473 – 475 Paid in February 2025 in an amount totaling \$21,963.45**

The Board reviewed Requisition Nos. 473 – 475.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 473 – 475 Paid in February 2025 in an amount totaling \$21,963.45.

#### **THIRTEENTH ORDER OF BUSINESS**

**Ratification of Requisition Nos. 476 – 478 Paid in March 2025 in an amount totaling \$6,485.45**

The Board reviewed Requisition Nos. 476 – 478.

On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 476 – 478 Paid in March 2025 in an amount totaling \$6,485.45.

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

**Recommendation of Work Authorizations/Proposed Services**

Ms. Walden stated there is a Work Authorization from Donald W. McIntosh Associates in the amount of \$12,000.00. Mr. Newton added that there is a good number of sketches and descriptions that have to be prepared in connection to Lift Station #9, which has approximately 6,000 feet of force main.

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 Work Authorization for Lift Station #9 – Additional Survey with Donald W. McIntosh Associates in the amount of \$12,000.00.



## FIFTEENTH ORDER OF BUSINESS

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

Ms. Walden noted the financials are updated through March. The District has spent approximately 29% of the adopted budget. No action is required.

## SIXTEENTH ORDER OF BUSINESS

### Staff Reports

District Counsel – Ms. Mackie noted that the 2025 Legislative Session is drawing to a close and her team is still monitoring items and will provide a full report to the Board once the session closes. Additionally, the session appears to be pushed beyond what was originally scheduled.

District Manager – Ms. Walden noted that the next meeting is on Tuesday, May 20, 2025. The Board confirmed their attendance.

District Engineer – Mr. Newton introduced Mr. Schanck with his firm.

Landscape Supervisor – No report.

Irrigation Supervisor – No report.

Construction Supervisor – No report.

## SEVENTEENTH ORDER OF BUSINESS

### Supervisor Requests

Ms. Walden noted there is a recommendation to fill the Seat 1 vacancy. Mr. Young stated that recommendation is Mr. Ron Domingue.

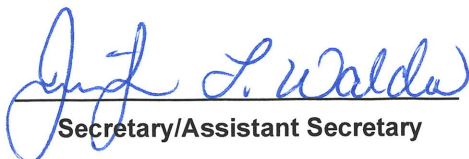
On motion by Mr. Ventura, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District appointed Mr. Ron Domingue to Seat 1.

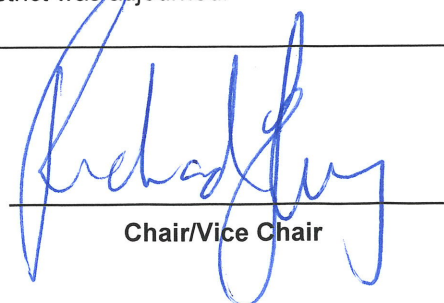
## EIGHTEENTH ORDER OF BUSINESS

### Adjournment

Dr. Levey requested a motion to adjourn.

On motion by Mr. Czapka, seconded by Mr. Ventura, with all in favor, the April 15, 2025, Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.

  
Secretary/Assistant Secretary

  
Chair/Vice Chair