

**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, May 20, 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

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Blake Firth	PFM	
Jeffrey Newton	Donald W. McIntosh Associates	
Bob Schanck	Donald W. McIntosh Associates	
Tucker Mackie	Kutak Rock	(via phone)
Katie Harmer	Berman	
Samantha Sharenow	Berman	
DJ Batten	Berman	
Grant Philbeck	Berman	(via phone @ 3:09 p.m.)
Dan Young	Tavistock	
Will Stafford	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

Swearing in Newly Elected Board Member

Ms. Walden noted that Mr. Ron Domingue was sworn in prior to today's meeting.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
April 15, 2025, Auditor Selection
Committee Meeting**

The Board reviewed the minutes of the April 15, 2025, Auditor Selection Committee 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 April 15, 2025, Auditor Selection Committee Meeting.

FIFTH ORDER OF BUSINESS

Consideration of the Minutes of the April 15, 2025, Board of Supervisors' Meeting

The Board reviewed the minutes of the April 15, 2025, Board of Supervisors' Meeting.

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 Minutes of the April 15, 2025, Board of Supervisors' Meeting.

SIXTH ORDER OF BUSINESS

Letter from Supervisor of Elections – Orange County

Ms. Walden noted that as of April 15, 2025, there are 33 registered voters. No action required.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Election of Officers

Ms. Walden recommended keeping the current slate of officers and replacing Ms. Salvo with Mr. Domingue as Assistant Secretary.

On motion by Mr. Tinetti, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Resolution 2025-04, Election of Officers with Dr. Richard Levey as Chair, Mr. Damon Ventura as Vice Chair, Ms. Jennifer Walden as Secretary, Ms. Lynne Mullins, Mr. Chad Tinetti, Mr. Thad Czapka, and Mr. Ron Domingue as Assistant Secretaries, Ms. Jennifer Glasgow as Treasurer, Ms. Amanda Lane, Ms. Amy Champagne, Mr. Rick Montejano, and Ms. Verona Griffith as Assistant Treasurers.

EIGHTH ORDER OF BUSINESS

Consideration of Audit Engagement Letter with Grau & Associates

Ms. Walden explained this is the Engagement Letter provided from Grau after being selected as the auditor for the upcoming Fiscal Year. The scope and pricing match the proposal that was provided.

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 Audit Engagement Letter with Grau & Associates.

NINTH ORDER OF BUSINESS

**Consideration of Amortization
Engagement Letter with PFM**

Ms. Walden explained these services were not included in the current scope and the District needs to engage PFM for when these services are needed.

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 Amortization Engagement Letter with PFM.

TENTH ORDER OF BUSINESS

**Consideration of Annual Arbitrage
Rebate Calculations Proposal from
LLS Tax Solutions, Inc. for the Series
2013 Bonds**

Ms. Walden explained the vendor has provided a new Engagement Letter for services ending April 24, 2026, at the current \$500 fee. She noted this is a required item related to the bonds.

On motion by Mr. Ventura, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Annual Arbitrage Rebate Calculations Proposal from LLS Tax Solutions, Inc. for the Series 2013 Bonds.

ELEVENTH ORDER OF BUSINESS

**Consideration of Data Sharing and
Usage Agreement with Orange
County Property Appraiser's Office**

Ms. Walden noted this is a standard Agreement with the Orange County Property Appraiser's Office noting that the District will not give out confidential information.

On motion by Mr. Ventura, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Data Sharing and Usage Agreement with Orange County Property Appraiser's Office.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2025-05,
Approving a Preliminary Budget for
Fiscal Year 2026 and Setting a Public
Hearing Date**

Ms. Walden noted the budget is behind the Resolution, and there is a small increase in the overall budget, but that would be covered by carry forward, so there would be no increase in assessments. The recommendation for the public hearing is August 19, 2025, at 3:00 p.m. at this location.

On motion by Mr. Tinetti, seconded by Mr. Czapka, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved Resolution 2025-05, Approving a Preliminary Budget for Fiscal Year 2026 and Setting a Public Hearing Date on August 19, 2025, at 3:00 p.m. at 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827.

THIRTEENTH ORDER OF BUSINESS

Consideration of Tree Trimming Proposals

Ms. Walden explained that the budget for tree trimming in Fiscal Year 2025 is \$20,000.00. Two proposals were provided – one with DWC at a cost of \$20,000.00 and one with Paradise at a cost of \$25,000.00. She noted the current vendor is DWC, and Cepra would have provided a proposal as well, but they use the same vendor, so the cost would be higher due to their markup. Mr. Batten noted that the work with DWC has been going well.

On motion by Mr. Ventura, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Tree Trimming Proposal with DWC Outdoors & Hauling LLC in the amount of \$20,000.00.

FOURTEENTH ORDER OF BUSINESS

Review and Acceptance of the Arbitrage Rebate Report for the Series 2013 Bonds

Ms. Walden explained the report was provided by LLS, and the report indicates that there is no cumulative rebatable arbitrage liability as of April 24, 2025.

On motion by Mr. Tinetti, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District accepted the Arbitrage Rebate Report for the Series 2013 Bonds.

FIFTEENTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2024 Audit

Ms. Walden explained this is a standard and clean audit, and there were no deficiencies in internal controls that would be considered material weaknesses.

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 Fiscal Year 2024 Audit.

SIXTEENTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures Paid in
April 2025 in an amount totaling
\$101,015.64**

The Board reviewed O&M expenditures paid in April 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 April 2025 in an amount totaling \$101,015.64.

SEVENTEENTH ORDER OF BUSINESS

**Ratification of Requisition Nos. 479 –
481 Paid in April 2025 in an amount
totaling \$10,770.87**

The Board reviewed Requisition Nos. 479 – 481.

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. 479 – 481 Paid in April 2025 in an amount totaling \$10,770.87.

EIGHTEENTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed Services**

Ms. Walden stated there are no Work Authorizations.

NINETEENTH ORDER OF BUSINESS

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

Ms. Walden noted the financials are updated through April. The District has spent approximately 35% of the adopted budget. No action is required.

TWENTIETH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden noted that the next meeting is on Tuesday, June 17, 2025.

District Engineer – No report.

Landscape Supervisor – No report.

Irrigation Supervisor – No report.

Construction Supervisor – No report.

TWENTY-FIRST ORDER OF BUSINESS

Supervisor Requests

Mr. Tinetti asked about the timeline for fixing the potholes and the pavement on Tavistock Lakes Blvd. Mr. Young replied that there is an obligation to mill and pave but there is no current timeline.

Mr. Tinetti asked about the pavers on Veteran's Way being fixed. Ms. Harmer replied that the work has been completed.


TWENTY-SECOND ORDER OF BUSINESS

Adjournment

Dr. Levey requested a motion to adjourn.

On motion by Mr. Ventura, seconded by Mr. Tinetti, with all in favor, the May 20, 2025, Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair