

**MINUTES OF MEETING
BOGGY BRANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Boggy Branch Community Development District held a Virtual Special Meeting on October 20, 2020, at 11:00 a.m., at <https://zoom.us/j/2043596216>, and at 1-929-205-6099, Meeting ID 204 359 6216 for both.

Present at the meeting were:

A. Chester (Chet) Skinner, IV	Vice Chair
Breanna Bohlen	Assistant Secretary
James Dubois (Bois) Farrar, III	Assistant Secretary
Bryan Hassel	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Michael Szymonowicz	Wrathell, Hunt and Associates LLC
Katie Buchanan	District Counsel
Scott Wild	District Engineer
Kelly McCarrick	ICI Homes
Keith Donnelly	Weekley Homes
Lo Etienne	Bond Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 11:07 a.m. Supervisors Skinner, Bohlen, Farrar and Hassel were present. Supervisor Jones was not present. In consideration of the COVID-19 pandemic, this meeting was being held telephonically, as permitted under the Florida Governor’s Executive Orders, allowing local governmental public meetings to occur by means of communications media technology, including virtually and telephonically.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Review of Bid Proposals for Southeast
Quadrant Residential Phase 1A Project**

A. A. J. Johns, Inc.

A. J. Johns, Inc. (AJJI) received a total of 99 points.

B. Vallencourt Construction Company, Inc.

Vallencourt Construction Company, Inc. (VCCI) received a total of 93 points.

Ms. Buchanan called attention to the evaluation summaries prepared by District Staff. The previously-adopted selection criteria included personnel, experience, understanding the scope of work, financial capacity, price schedule and value engineering. Ms. Buchannan stated the intent was to rank the two respondents and issue a notice to award the contract to the highest-ranked respondent.

On MOTION by Mr. Hassel and seconded by Mr. Farrar, with all in favor, ranking Vallencourt Construction Company, Inc., as the number one-ranked respondent, and A. J. Johns, Inc., as the number two-ranked respondent, was approved.

On MOTION by Mr. Skinner and seconded by Mr. Farrar, with all in favor, awarding the contract to Vallencourt Construction Company, Inc., and authorizing the Vice Chair to coordinate with District Staff to finalize the form of the contract, was approved.

FOURTH ORDER OF BUSINESS

Presentation of Capital Improvement Plan

Mr. Wild reviewed the revised Capital Improvement Plan (CIP) and highlighted Table 3A, the Shared Master Infrastructure Summary of Costs and Table 3B, the Residential Master Infrastructure Summary of Costs.

On MOTION by Mr. Farrar and seconded by Ms. Bohlen, with all in favor, the revised Capital Improvement Plan, dated March 3, 2020, was approved.

FIFTH ORDER OF BUSINESS

Presentation of Phase 1 Master Special Assessment Methodology Report

Mr. Szymonowicz presented the Phase 1 Master Special Assessment Methodology Report and stated it was unchanged from the Report presented on March 3, 2020. The Report

examines the improvements outlined and estimated by the District Engineer and apportions the benefits of such improvements between the different properties within Phase 1 of the District.

On MOTION by Mr. Skinner and seconded by Mr. Farrar, with all in favor, the Phase 1 Master Special Assessment Methodology Report, dated March 3, 2020, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Rescinding Resolution 2020-07 in its Entirety; Declaring Special Assessments; Indicating the Location, Nature and Estimated Cost of Those Infrastructure Improvements Whose Cost is to Be Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall Be Made; Providing When Such Special Assessments Shall Be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution

Ms. Buchanan presented Resolution 2021-01.

On MOTION by Mr. Hassel and seconded by Mr. Farrar, with all in favor, Resolution 2021-01, Rescinding Resolution 2020-07 in its Entirety; Declaring Special Assessments; Indicating the Location, Nature and Estimated Cost of Those Infrastructure Improvements Whose Cost is to Be Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall Be Made; Providing When Such Special Assessments Shall Be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Setting a Public Hearing for the Purpose of

Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Boggy Branch Community Development District in Accordance with Chapters 170, 190 and 197, *Florida Statutes*

Ms. Buchanan presented Resolution 2021-02.

On MOTION by Mr. Farrar and seconded by Ms. Bohlen, with all in favor, Resolution 2021-02, Setting a Public Hearing for December 1, 2020, at office of England-Thims & Miller, Inc., located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258, for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Boggy Branch Community Development District in Accordance with Chapters 170, 190 and 197, *Florida Statutes*, was adopted.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2020

Mr. McGaffney presented the Unaudited Financial Statements as of August 31, 2020.

On MOTION by Mr. Skinner and seconded by Mr. Farrar, with all in favor, the Unaudited Financial Statements as of August 31, 2020, were accepted.

NINTH ORDER OF BUSINESS

Approval of August 4, 2020 Telephonic Public Meeting Minutes

Mr. McGaffney presented the August 4, 2020 Telephonic Public Meeting Minutes.

On MOTION by Mr. Hassel and seconded by Ms. Bohlen, with all in favor, the August 4, 2020 Telephonic Public Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Hopping Green & Sams, P.A.*

Ms. Buchanan stated that the bond delegation resolution related to the bond issuance would be adopted at the November meeting and the Board must determine who will execute all documents on the District’s behalf. A quorum would be required for the next meeting. In response to a question, Ms. Buchanan stated the Vice Chair may sign the bond documents.

B. District Engineer: *England, Thims & Miller, Inc.*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **UPCOMING MEETINGS**
 - **November 10, 2020 at 11:00 A.M. (*Consider Supplemental Engineer’s Report, Supplemental Methodology Report and Delegation Resolution*)**
 - **December 1, 2020 at 11:00 A.M. (*Assessment Public Hearings*)**
 - **QUORUM CHECK**

All Supervisors present confirmed their attendance at the November 10th meeting.

ELEVENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There being no Board Members’ comments or requests, the next item followed.

TWELFTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment


There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Skinner and seconded by Mr. Hassel, with all in favor, the meeting adjourned at 11:36 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair