

MINUTES OF MEETING

**BOGGY BRANCH COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

Thursday, July 20, 2022 at 12:00 p.m.

**14775 Old St. Augustine Road, Suite 3
Jacksonville, FL 32258**

Board Members present at roll call in person or via speaker phone:

Kelly White	Chairperson
Jon Morris	Assistant Secretary
James Stowers	Vice Chairperson

Also, present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC
Venessa Ripoll	Asst. District Manager - PFM Group Consulting LLC(via phone)
Amy Champagne	District Accountant - PFM Group Consulting LLC (via phone)
Katie Buchanan	District Counsel - Kutak Rock LLP (via phone)
Mike Veazey	ICI Homes
Scott Wild	England-Thims & Miller
Keith Donnelly	David Weekley Homes
KC Middleton	David Weekley Homes
Jen Mackie	Homeowner (via phone)

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll

The meeting was called to order at 12:16 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above.

Public Comment Period

There was a comment made that a homeowner be appointed to the Board in the future. A resident had a question concerning the timeline for the Amenity Center and its completion. Ms. White stated that the District is not in charge of the construction of the Amenity Center but will ultimately be in charge of it once built. Ms. White detailed the responsibilities of the District.

**Review and Acknowledgement of
Resignation Letter from Len Jaffe
for Seat #5**

ON MOTION by Mr. Morris, seconded by Ms. White, with all in favor, the Board accepted the Resignation Letter from Len Jaffe for Seat #5.

**Discussion of Replacement for
Seat #5, Term Expires November
2026**

Mr. Morris nominated Mr. KC Middleton for Seat #5.

ON MOTION by Mr. Morris, seconded by Ms. White, with all in favor, the Board appointed Ms. Middletom to Seat #5 with the term expiring November 2026.

**Administration of Oath of Office
to New Board Member**

Ms. Carvalho administered the Oath of Office to Mr. Middleton. He opted to waive compensation. Ms. Buchanan reviewed the Sunshine Law, Public Records Law, and the Ethics Law for Mr. Middleton.

**Consideration of Resolution 2023-
07, Election of Officers**

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved Resolution 2023-07, Election of Officers with Kelly White as Chair, James Stowers as Vice Chair, Vivian Carvalho as Secretary, Jon Morris, Andrew Hagan, KC Middleton and Venessa Ripoll as Assistant Secretaries, Jennifer Glasgow as Treasurer, and Amanda Lane as Assistant Treasurer.

SECOND ORDER OF BUSINESS

General Business Matters

**Consideration of Minutes of the
April 20, 2023, Board of
Supervisors Meeting**

The Board reviewed the Minutes of the April 20, 2023 Board of Supervisors' Meeting.

ON MOTION by Mr. Morris, seconded by Mr. Stowers, with all in favor, the Board approved the Minutes of the April 20, 2023 of Supervisor's Meeting.

Review & Acceptance of Fiscal Year 2022 Audit Report

ON MOTION by Mr. Middleton, seconded by Mr. Stowers, with all in favor, the Board accepted the Fiscal Year 2022 Audit Report.

Discussion Pertaining to Ryals Creek CDD Interlocal Agreement

Ms. Buchanan reviewed this item for the Board regarding a Landscape & Maintenance transfer to Ryals Creek. The District will pay for the irrigation effective on October 1, 2023 in line with the new budget. There was also mention of splitting maintenance responsibilities between the north and south sides of the road. Further discussion was postponed to October 1, 2023.

Public Hearing on the Adoption of the District's Annual Budget

a) **Public Comments and Testimony**

b) **Board Comments**

c) **Consideration of Resolution 2023-08, Adopting the Fiscal Year 2023 Budget and Appropriating Funds**

ON MOTION by Ms. White, seconded by Mr. Morris, with all in favor, the Board opened the floor for the public hearing.

Mr. Veazey stated that landscaping was increased to \$140,000, the utilities were decreased to \$162,00 for Master Expenditures. For Phase 1A, landscape maintenance was increased by \$600 and utilities were decreased to \$18,000. The new total net revenue is \$559,252. There was a comment concerning the irrigation zone and water sensor.

ON MOTION by Mr. Morris, seconded by Mr. Middleton, with all in favor, the Board closed the floor for the public hearing.

Ms. Carvalho presenter Resolution 2023-08.

ON MOTION by Mr. Stowers, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2023-08, Adopting the Fiscal Year 2023 Budget and Appropriating Funds.

Consideration of Resolution 2023-09, Imposing Special Assessment and Certifying an Assessment Roll

ON MOTION by Ms. White, seconded by Mr. Morris, with all in favor, the Board approved Resolution 2023-09, Imposing Special Assessment and Certifying an Assessment Roll.

Consideration of Resolution 2023-10, Adopting the Annual Meeting Schedule for Fiscal Year 2023-2024

ON MOTION by Ms. White, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2023-10, Adopting the Annual Meeting Schedule for Fiscal Year 2023-2024.

Ratification of Requisitions Nos. 188 – 197

ON MOTION by Mr. Stowers, seconded by Mr. Middleton, with all in favor, the Board ratified Requisitions Nos. 188 – 197.

Ratification of Payment Authorizations Nos. 78 – 86

ON MOTION by Mr. Middleton, seconded by Mr. Morris, with all in favor, the Board ratified Payment Authorizations Nos. 78 – 86.

Review of District Financial Statements

The Board reviewed the District Financial Statements as of June 30, 2023.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report

District Engineer – No report.

District Manager – Ms. Carvalho stated that Mr. Middleton will be receiving an email from PFM regarding his Form 1.

Audience comments and Supervisors Requests

Mr. Veazey requested that the Board approve the start of lake maintenance. They had sent out proposals and recommends Lake Doctors for \$903 a month.

ON MOTION by Mr. Morris, seconded by Ms. White, with all in favor, the Board approved the request for lake maintenance with Lake Doctors.

Mr. Veazey provided on update concerning the bid permit with the city of Jacksonville. They expect to start construction once the permits have been received, construction should take about 14-16 months. There was a comment concerning needing better communication from the Board. A resident asked about the Boggy Branch meeting minutes on the site.

FOURTH ORDER OF BUSINESS

Adjournment

There were no additional items to discuss. Ms. Carvalho requested a motion to adjourn.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the July 20, 2023 Board of Supervisors' Meeting of the Boggy Branch Community Development District was adjourned at 1:00 p.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson