

MINUTES OF MEETING

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

Thursday, October 19, 2023 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	
James Stowers	Vice Chairperson	
Andy Hagan	Assistant Secretary	
K.C. Middleton	Assistant Secretary	
Jon Morris	Assistant Secretary	(via phone)

Also, present in person or via phone:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	
Venessa Ripoll	District Manager - PFM Group Consulting LLC	(via phone)
Jorge Jimenez	Asst. District Manager - PFM Group Consulting LLC	(via phone)
Jennifer Glasgow	District Accountant- PFM Group Consulting LLC	(via phone)
Katie Buchanan	District Counsel - Kutak Rock LLP	(via phone)
Sete Zare	Underwriter- MBS Capital Markets	
(via phone)		
Mike Veazey	ICI Homes	
Scott Wild	District Engineer- England-Thims & Miller	
Keith Donnelly	Representative from David Weekley Homes	
Nika Hosseini	Representative from Cobb Cole Attorneys at Law	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll

The meeting was called to order at 12:01 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 were no public comments at this time.

SECOND ORDER OF BUSINESS

General Business Matters

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

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

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved the Minutes of the July 20, 2023 Board of Supervisor's Meeting.

**Consideration of FY 2023 Audit
Engagement Letter**

Ms. Carvalho noted that the engagement letter is in line with what has previously been presented and the cost for service.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board approved the FY 2023 Audit Engagement Letter.

**Ratification of FY 2024 DM Fee
Agreement**

Ms. Carvalho noted that the fee is reflected in the adopted budget for FY 2024.

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board ratified the FY 2024 DM Fee Agreement.

**Ratification of England, Thims &
Miller Work Authorization (WA) No.
15 for General Consulting
Engineering Services**

ON MOTION by Mr. Middleton, seconded by Mr. Stowers, with all in favor, the Board ratified England, Thims & Miller WA No. 15 for General Consulting Engineering Services.

**Discussion Pertaining to Ryals
Creek CDD Interlocal Agreement**

Ms. Buchanan stated that the interlocal agreement is likely to be subject to some negotiated changes in the upcoming months in connection with the real estate closing of the Phase 2 lands. No action is required at this point in time.

**Ratification of Requisitions Nos.
198 – 201**

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board ratified Requisitions Nos. 198 – 201.

**Ratification of Payment
Authorizations Nos. 87 – 96**

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board ratified Payment Authorizations Nos. 87 – 96.

**Review of District Financial
Statements**

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

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – Ms. Buchanan confirmed that the transfer of landscape maintenance to Ryals Creek in connections with Generations Avenue has happened. Boggy Branch will no longer pay for the landscape. She also announced Kutak Rock’s resignation of legal representation for the District as of December 1, 2023.

Ms. Carvalho stated that the District had received an engagement letter from Cobb Cole Attorneys at Law for District Counsel services.

ON MOTION by Mr. Hagan, seconded by Ms. White, with all in favor, the Board accepted the engagement letter from Cobb Cole Attorneys at Law for District Counsel services.

District Engineer – No report.

District Manager – Ms. Carvalho stated that the next meeting is scheduled for January 18, 2024 at 12:00 p.m.

Audience Comments and Supervisors Requests

Ms. White asked that the Board consider the MBS Capital Markets engagement letter in substantial form and not to exceed the amount stated in the letter.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved the MBS Capital Markets engagement letter in substantial form, subject to final sign off by the District Chair.

A resident asked what the process is for when homeowners discover issues in the community, such as broken sprinkler heads and who to report these type of items. The resident was instructed that Leland Management should be contacted for those issues. He also asked about the long term plan pertaining to the drainage on the roads and mentioned the amount of the debris on the side of the roads. He also asked about the Amenity Center and who’s in charge of what is happening with it, Mr. Veazey provided an update. Ms. White noted that the Amenity Center, while under construction, is under the Developer Contribution before it is acquired by the District.

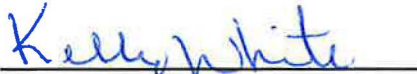
FOURTH ORDER OF BUSINESS

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 October 19, 2023 Board of Supervisors' Meeting of the Boggy Branch Community Development District was adjourned at 12:26 p.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson