

MINUTES OF MEETING

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

Thursday, December 7, 2023 at 11:00 a.m.

14785 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	
KC 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)
Kevin Plenzler	PFM Financial Consulting	(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	District Counsel - Cobb Cole Attorneys at Law	
Lo Etienne	Bryant Miller Olive P.A.	

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll

The meeting was called to order at 11:01 a.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
October 19, 2023, Board of
Supervisors Meeting**

The Board reviewed the Minutes of the October 19, 2023 Board of Supervisors' Meeting.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved the Minutes of the October 19, 2023 Board of Supervisor's Meeting.

**Consideration of Supplemental
Engineer's Report**

Mr. Wild provided an overview of the report. He noted that the capital improvement plan has 2 categories; shared master infrastructure and residential master infrastructure. The Phase 1 project included funding from the Developer for certain improvements which are subject to reimbursement. Phases 1 & 2 are self sufficient and can be developed separately from Phase 3. The Phase 2 cost totals \$49,696,000 and the Phase 1 cost totals \$7,240,000. He also reviewed the site maps of the District.

ON MOTION by Ms. White, seconded by Mr. Middleton, with all in favor, the Board approved the Supplemental Engineer's Report.

**Consideration of Master
Methodology for Phase 2**

Mr. Plenzler reviewed the methodology report for the Board. The estimated District Bond Financing totals \$67,150,000.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board approved the Master Methodology for Phase 2.

Consideration of Resolution 2024-01, Assessment Resolution for Series 2024

Ms. Hosseini reviewed the resolution for the Board which provides the background for the 2021 assessments and allows them to move forward with the 2024 bonds.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved Resolution 2024-01, Assessment Resolution for Series 2024 in substantial form.

Consideration of Resolution 2024-02, Setting Public Hearing on Special Assessments Series 2024 Bonds

The Board agreed to hold the meeting on January 11, 2024 at 11:00 a.m. at this location.

ON MOTION by Mr. Stowers, seconded by Ms. White, with all in favor, the Board approved Resolution 2024-02, Setting Public Hearing on Special Assessments Series 2024 Bonds on January 11, 2024 at 11:00 a.m.

Consideration of Resolution 2024-03, Election of Officers

Mr. Middleton will be added to this resolution as well as adding additional Assistant Treasurers from PFM, the slate will remain the same.

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2024-03, 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, Amanda Lane as Treasurer, and Jennifer Glasgow, Rick Montejano, Amy Champagne, and Verona Griffith as Assistant Treasurers.

Consideration of Resolution 2024-04, Designating Authorized Signatories for the District's Bank Account(s)

Ms. Carvalho noted that this would add the previously appointed Assistant Treasurers as authorized signatories for the District.

ON MOTION by Ms. White, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2024-04, Designating Authorized Signatories for the District's Bank Account(s).

Consideration of Resolution 2024-05, Authorizing Resolution

Ms. Hosseini reviewed this resolution for the Board which authorizes the Chair to execute items such as deeds, plats, and contracts on behalf of the Board, outside of Board Meetings.

ON MOTION by Ms. White, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2024-05, Authorizing Resolution.

Discussion Pertaining to Ryals Creek CDD Interlocal Agreement

The original Interlocal Agreement has not been recorded. Ms. Carvalho offered to contact the previous counsel to make sure that there is an existing executed Interlocal Agreement so it can be reviewed for any revisions that may need to be made.

Ratification of Purchase Requisition Request Form

Mr. Wild reviewed the Purchase Requisition Request Form for the Board.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board ratified the Purchase Requisition Request Form.

**Ratification of Requisitions Nos.
202 – 219**

Mr. Wild reviewed the requisitions for the Board.

ON MOTION by Mr. Stowers, seconded by Mr. Hagan, with all in favor, the Board ratified Requisitions Nos. 202 – 219.

**Ratification of Payment
Authorizations Nos. 97 – 101**

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board ratified Payment Authorizations Nos. 97 – 101.

**Review of District Financial
Statements**

The Board reviewed the District Financial Statements as of October 31, 2023.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Carvalho stated that the special meeting is scheduled for January 11, 2024 at 11:00 a.m.

Audience Comments and Supervisors Requests

There were no additional comments at this time.

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 December 7, 2023 Board of Supervisors' Meeting of the Boggy Branch Community Development District was adjourned at 11:32 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair