

**MINUTES OF MEETING**

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

**Thursday, February 15, 2024, at 10:00 a.m.  
14775 Old St. Augustine Road  
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

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	ADM - PFM Group Consulting LLC	(via phone)
Jennifer Glasgow	District Accountant - PFM Group Consulting LLC	(via phone)
Kevin Plenzler	PFM Financial Advisors	(via phone)
Michael Dennis	PFM Financial Advisors	(via phone)
Sete Zare	Underwriter- MBS Capital Markets	(via phone)
Brett Sealy	MBS Capital Markets	(via phone)
Mike Veazey	ICI Homes	
Scott Wild	District Engineer- England-Thims & Miller	
Keith Donnelly	David Weekley Homes	
Mark Watts	District Counsel – Cobb Cole	(via phone)
Lo Etienne	Bryant Miller Olive	(via phone)

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll**

The meeting was called to order at 10:01 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  
January 11, 2024, Board of  
Supervisors Meeting**

The Board reviewed the Minutes of the January 11, 2024, Board of Supervisors' Meeting.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved the Minutes of the January 11, 2024, Board of Supervisor's Meeting.

**Consideration of Resolution 2024-07, Ratifying the Rescheduling of the Public Hearing on Equalizing and Imposing Special Assessments**

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2024-07, Ratifying the Rescheduling of the Public Hearing on Equalizing and Imposing Special Assessments.

**Public Hearing on the Equalization and Imposition of Special Assessments**

- a) Public Comments and Testimony
- b) Board Comments
- c) Consideration of Resolution 2024-08, Equalizing and Imposing Special Assessments

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

Mr. Watts reviewed the resolution for the Board as the final resolution in the assessment process.

ON MOTION by Ms. White, seconded by Mr. Middleton, with all in favor, the Board closed the public hearing.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved Resolution 2024-08, Equalizing and Imposing Special Assessments.

**Consideration of the Supplemental Engineer's Report**

Mr. Wild reviewed the report for the Board. There are 467 units in Phase 2 with the cost of the infrastructure totaling \$49,696,000.00. Phase 1 infrastructure that had been advanced funded by the developer totaled \$7,240,000.00.

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

**Consideration of the Supplemental Assessment Methodology Report**

Mr. Dennis reviewed the Supplemental Assessment Methodology Report for the 2024 A Bonds for the Board. Mr. Dennis stated, that after review, the assessments have been found to be reasonably and equitably allocated.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board approved the Supplemental Assessment Methodology Report.

**Consideration of Resolution 2024-09, Supplemental Assessment Resolution**

Mr. Watts reviewed the resolution for the Board. He stated that it is consistent with the Master Methodology that was approved back in December and is updated to reflect actual pricing.

ON MOTION by Ms. White, seconded by Mr. Middleton, with all in favor, the Board approved Resolution 2024-09, Supplemental Assessment Resolution.

**Ratification of Completion Agreement, Collateral Assignment Agreement, True-Up Agreement, and Acquisition Agreement**

Mr. Watts explained that these were some ancillary documents that have already been approved and executed in anticipation of the closing today. Ms. Etienne stated that these have been uploaded to the bond closing document portal/file.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified the Completion Agreement, Collateral Assignment Agreement, True-Up Agreement, and Acquisition Agreement.

**Consideration of Matters Pertaining to Reimbursement of Phase 1 improvements**

Ms. White mentioned that the Board needed to ratify Series 2024A Requisition No. 1 for the reimbursement of Phase 1 improvements which totals \$7,240,000.00.

ON MOTION by Ms. White, seconded by Mr. Hagan, with all in favor, the Board ratified Series 2024A Requisition No. 1.

**Review and Consideration of Bids for the Phase 2 Construction Project**

Mr. Wild reviewed the four bids received for Phase 2A as of January 26, 2024. He provided the recommended rankings with W. Gardner at #1, AJ Johns, Inc. at #2, Vallencourt at #3, and Petticoat-Schmitt at #4. W. Gardner was the lowest bidder at \$9,807,726.98.

ON MOTION by Mr. Hagan, seconded by Ms. White, with all in favor, the Board approved the ranking as of W. Gardner at #1, AJ Johns, Inc. at #2, Vallencourt at #3, and Petticoat-Schmitt at #4.

**Ratification of Vallencourt Change Orders No. 1 & 2 – Seven Pines Phase 1C**

Ms. Carvalho noted that these items have already been approved.

ON MOTION by Mr. Hagan, seconded by Mr. Stowers, with all in favor, the Board ratified Vallencourt Change Orders No. 1 & 2 – Seven Pines Phase 1C.

**Ratification of Requisitions Nos.  
227 – 231**

Ms. Carvalho noted that these items have already been approved.

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board ratified Requisitions Nos. 227 – 231.

**Ratification of Payment  
Authorizations Nos. 105 – 109**

Ms. Carvalho noted that these items have already been approved.

ON MOTION by Mr. Hagan, seconded by Mr. Middleton, with all in favor, the Board ratified Payment Authorizations Nos. 105 – 109.

**Review of District Financial  
Statements**

The Board reviewed the District Financial Statements as of January 31, 2024. Ms. White noted that there are \$50,000.00 remaining in the acquisition fund.

**THIRD ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

**District Counsel** – No report.

**District Engineer** – No report.

**District Manager** – Ms. Carvalho stated that the next meeting is scheduled for April 18, 2024, where they will present the preliminary FY 2025 budget.



**Audience Comments and  
Supervisors Requests**

Ms. White suggested authorizing staff to proceed with the next steps following the approval of the ranking.

ON MOTION by Ms. White, seconded by Mr. Stowers, with all in favor, the Board approved for staff to proceed with next steps by sending notice of award and allowing the protest period to complete and authorizing District Council to enter into an agreement with the No. 1 Ranked company in regard to Bids for the Phase 2 Construction Project.

**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. Middleton, with all in favor, the February 15, 2024, of Supervisors' Meeting of the Boggy Branch Community Development District was adjourned at 10:25 a.m.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson