

**BULLFROG CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
JULY 12, 2022**

**BULLFROG CREEK  
COMMUNITY DEVELOPMENT DISTRICT AGENDA  
TUESDAY, JULY 12, 2022**

**6:00 P.M.**

**The Ventana Clubhouse  
Located at 11101 Ventana Groves Blvd, Riverview FL 33578**

|                                      |                        |                      |
|--------------------------------------|------------------------|----------------------|
| <b>District Board of Supervisors</b> | Chairman               | Esther Melvin        |
|                                      | Vice Chairman          | Nanda Shrestha       |
|                                      | Supervisor             | Susan Blaylock       |
|                                      | Supervisor             | Joshua Kowalke       |
|                                      | Supervisor             | Jesus M. Sosa-Burgos |
| <b>District Manager</b>              | Inframark              | Rick Reidt           |
| <b>District Attorney</b>             | Straley Robin Vericker | Dana C Collier       |
| <b>District Engineer</b>             | Stantec, Inc.          | Tonja Stewart        |

***All cellular phones and pagers must be turned off while in the meeting room***

The Regular Meeting will begin at **6:00 P.M. Following** with the third section **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section called **Business Items**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion, and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fifth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Everyone is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Board of Supervisors  
**Bullfrog Community Development District**

Dear Board Members:

The Regular Meeting of Bullfrog Creek Community Development District will be held on **July 12, 2022, at 6:00 P.M. at the Ventana Clubhouse located at 11101 Ventana Groves Blvd. Riverview FL 33578. Please let us know 24 hours before the meeting if you wish to call in for the meeting.** Following is the agenda for the meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181#**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager..... Tab 01
    - i. Action Item List
- 4. BUSINESS ITEMS**
  - A. Discussion on Greenview Landscape Enhancement Proposal.....Tab 02
  - B. Discussion on Quote for Bullfrog Creek Entry Lighting.....Tab 03
- 5. CONSENT AGENDA**
  - A. Consideration of Board of Supervisors Regular Meeting Minutes June 14, 2022..... Tab 04
- 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

*Rick Reidt*  
District Manager

## Bull Frog Creek CDD Action Item List

July 1, 2022

| Action Item Description                                     | Responsible | Open Date | Date Due       | Status    | Comments                        |
|-------------------------------------------------------------|-------------|-----------|----------------|-----------|---------------------------------|
| Bull Frog Creek Entry Lighting                              | DM          | 6/14/22   | July Meeting   |           | Quote revisit from Don Harrison |
| Status of blue pipe on table 5.                             | TS          | 6/14/22   | July Meeting   |           |                                 |
| May frontage of table #5 be watered from table.             | TS          | 6/14/22   | July Meeting   |           |                                 |
| Quick quote on shell path surface with asphalt or concrete. | DM          | 6/14/22   | August Meeting |           |                                 |
| Shell path weed control                                     | DM          | 6/14/22   | ASAP           | Completed | Treated by Greenview            |
| Mulch quote                                                 | DM          | 6/14/22   | July Meeting   |           | Quote in Agenda                 |
| Improvements Bull Frog Entrance Palms                       | DM          | 6/14/22   | July Meeting   |           | Quote in Agenda                 |

GREENVIEW LANDSCAPING INC.

**P.O. BOX 12668**

**ST. PETERSBURG, FL 33733**

**CELL: 727-804-8864**

**OFFICE: 727-906-8864**

**FAX: 727-867-4393**

**EMAIL: DEBS@GREENVIEW LANDSCAPING INC.**

TO: BULLFROG CREEK

ATTN: RICK REIDT

DATE: July 5, 2022

RE: LANDSCAPE PROPOSALS

1. Remove the Spiral Podocarpus in front of the sign and replace with a 30-gallon Foxtail Palm. \$300.00.
2. Install two 30-gallon Foxtail Palms on each side of the entrance. A total of 4 Foxtail Palms. \$1200.00.
3. Install a 30-gallon Foxtail Palm on the center inside island. \$300.00.
4. Remove the remaining Magnolias. \$100.00.

**TOTAL COST: \$1900.00.**

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**FAX: 727-867-4393**

**EMAIL: DEBS@GREENVIEW LANDSCAPING INC.**

TO: BULLFROG CREEK

ATTN: RICK REIDT

DATE: July 5, 2022

RE: MULCH PROPOSAL

1. Install Pine Bark mulch at the Bullfrog fence line and rear tree rings by the water table. Approximately 25 yards. COST: \$1250.00.
2. Install Pine Bark mulch for Twin Creeks side tree rings and entry sign areas. Approximately 8 yards. COST: \$400.00.

**TOTAL COST: \$1650.00.**

Don Harrison Enterprises  
2510 Priscilla Court  
Lutz, FL 33559  
(813) 363-6286

EC13010124

TO: Rick Reidt

Job Name: Bullfrog Creek C.D.D.

Job Address: Riverview, FL.

Description: Entrance lighting upgrade.

Proposal / Estimate

All labor and materials to supply and install (9) new LED lights as per the attached diagram, to include all electrical conduit & wiring as needed.

We hereby propose to furnish materials and labor-complete in accordance with the above specifications or scope of work for the sum of \$ 7,950.00 Dollars. Seven thousand, nine hundred, fifty dollars.

Payment to be made as follows: 15 day term billing upon completion.

All material is guaranteed to be as specified. All work to be done in a workmanlike manner according to standard practices. Any alteration or deviation from the above specification or scope of work involving extra cost will be executed only upon a written change order and will become an extra cost over the above estimate. All agreements contingent upon strikes, Accidents, or delays beyond our control. Owner to carry fire, Tornado, and other necessary insurance. All invoices are due and payable 30 days of date of invoice. Any delinquent accounts will be subject to a monthly service charge of 12% per month. Should we incur any cost or expense in collecting per the terms of this agreement, the undersigned agrees to pay all cost and expenses including reasonable attorney fees.

**Acceptance of proposal:** The above prices, Specification and conditions are satisfactory and hereby accepted. You are authorized to proceed with the work as specified. Payment will be outlined above.

Signature\_\_\_\_\_Date\_\_\_\_\_

Authorized Signature\_\_\_\_\_Date\_\_\_\_\_





# **BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT**

**June 14, 2022, Minutes of the Regular Meeting**

## **Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors of the Bullfrog Creek Community Development District was held on **Tuesday, June 14, 2022, at 6:00 p.m.** at the Ventana Clubhouse located at 11101 Ventana Groves Blvd., Riverview, FL 33578.

### **1. CALL TO ORDER/ROLL CALL**

Rick Reidt called the Regular Meeting of the Board of Supervisors of the Bullfrog Creek Community Development District to order on **Tuesday, June 14, 2022, at 6:00 p.m.**

#### **Board Members Attending and Constituting a Quorum:**

|                      |            |
|----------------------|------------|
| Esther Melvin        | Chairman   |
| Nanda Shrestha       | Vice-Chair |
| Joshua Kowalke       | Supervisor |
| Jesus M. Sosa-Burgos | Supervisor |
| Susan Blaylock       | Supervisor |

#### **Staff Members Present:**

|               |                                  |
|---------------|----------------------------------|
| Rick Reidt    | District Manager, Inframark      |
| Tonja Stewart | District Engineer, Stantec, Inc. |

Ms. Blaylock joined the meeting in progress.

### **2. PUBLIC COMMENT ON AGENDA ITEMS**

All residents spoke with concerns of development to the north of Bull Frog Creek West. Mrs. Collier addressed options for the residents. Most residents left except for two (2) who were candidates for the vacant seat.

### **3. VENDOR/STAFF REPORTS**

#### **A. District Counsel**

There were no reports on behalf of the District Counsel.

#### **B. District Engineer**

##### **i. Discussion on Stormwater Pond Slope Erosion**

Tonja Stewart trained the Board on water way management and best practices reviewing the status of the system with the Board. Tonja also responded to various questions by the board.

The Board discussed and decided to implement with assistance of the two HOA communication systems and that of the CDD website the storm water erosion plan including the no mow zone on all water tables and motion to approve.

|              |                                       |
|--------------|---------------------------------------|
| MOTION TO:   | Approve the Storm Water Erosion plan. |
| MADE BY:     | Supervisor Shrestha                   |
| SECONDED BY: | Supervisor Sosa                       |
| RESULT:      | Called to Vote: Motion PASSED         |
|              | 4/0 - Motion passed unanimously       |

The Chairman Ms. Melvin joined the meeting at 6:39 p.m.

### **C. District Manager**

Mr. Reidt reported that Harrison Electric would have lighting quote to the District for the July meeting. He was on site today.

Mr. Reidt discussed conversion process on community streetlights with the Board and by consensus they requested more information from TECO to review.

## **4. BUSINESS ITEMS**

### **A. Consideration of Resolution 2022-02 Adopting FY 2023 Proposed Budget & Setting Public Hearing**

The Board reviewed the resolution and motioned to approve.

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Approve the Resolution 2022-02. |
| MADE BY:     | Supervisor Shrestha             |
| SECONDED BY: | Supervisor Sosa                 |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 5/0 - Motion passed unanimously |

### **B. Discussion on Greenview Landscape Proposal**

The Proposal was revised by the Board to not exceed \$2,000 and to add a fox tail inside the gate center island and insure removal of Magnolias.

|              |                                                                                                                                         |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| MOTION TO:   | Approve the revised proposal to not exceed \$2,000 and to add a fox tail inside the gate center island and insure removal of Magnolias. |
| MADE BY:     | Supervisor Melvin                                                                                                                       |
| SECONDED BY: | Supervisor Shrestha                                                                                                                     |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion passed unanimously                                                                        |

### C. General Matters of the District

Mr. Reidt to determine with Tonja Stewart the blue pipe and removal.

Mr. Reidt to request from Tonja Stewart if the frontage of table 5 utilizing pumped water out of the table.

Mr. Reidt to get simple quotes from two vendors on shell path around table 5 to find cost of asphalt or concrete around table.

Mr. Reidt to get quote for mulch throughout the community.

Mr. Reidt to contact Greenview Landscaping on weeds in shell path and jasmine.

Mr. Reidt to find cost and availability of YMCA for next year's meetings.

### 5. CONSENT AGENDA

**A. Consideration of Board of Supervisors Regular Meeting Minutes May 10, 2022**

**B. Consideration of Operations and Maintenance Expenditures April 2022**

**C. Consideration of Operations and Maintenance Expenditures May 2022**

**D. Review of Financial Statements Month Ending May 31, 2022**

The Board reviewed the Consent Agenda items.

|              |                                                                  |
|--------------|------------------------------------------------------------------|
| MOTION TO:   | Approve the Consent Agenda A-D.                                  |
| MADE BY:     | Supervisor Melvin                                                |
| SECONDED BY: | Supervisor Sosa                                                  |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion passed unanimously |

**6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

There are no supervisors request or audience comments.

**7. ADJOURNMENT**

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Adjourn at 7:05 p.m.            |
| MADE BY:     | Supervisor Melvin               |
| SECONDED BY: | Supervisor Baylock              |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: Motion PASSED   |
|              | 5/0 - Motion passed unanimously |

*\*These minutes were done in summary format.*

*\*The entire meeting is available on audio recording.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Chairman**

☐ **Vice Chairman**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Secretary**

☐ **Assistant Secretary**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal