

**MINUTES OF MEETING  
BULLFROG CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

1           The regular meeting of the Board of Supervisors of Bullfrog Creek Community  
2 Development District was held on Tuesday, December 12, 2023, and called to order at 6:07 p.m. at  
3 the Ventana Clubhouse located at 11101 Ventana Groves Blvd., Riverview, FL 33578.

4  
5           Present and constituting a quorum were:

|    |                   |                                 |
|----|-------------------|---------------------------------|
| 6  |                   |                                 |
| 7  | Esther Melvin     | Chairperson                     |
| 8  | Joshua Kowalke    | Vice Chairperson                |
| 9  | Susan Blaylock    | Assistant Secretary             |
| 10 | Nanda Shrestha    | Assistant Secretary (via phone) |
| 11 | Jesus Sosa-Burgos | Assistant Secretary             |

12  
13           Also present was:

|    |            |                  |
|----|------------|------------------|
| 14 |            |                  |
| 15 | Rick Reidt | District Manager |

16  
17           *The following is a summary of the discussions and actions taken.*

|    |                                |  |
|----|--------------------------------|--|
| 18 |                                |  |
| 19 | <b>FIRST ORDER OF BUSINESS</b> | <b>Call to Order/Pledge of Allegiance/Roll</b> |
| 20 |                                | <b>Call</b>                                    |

21 Mr. Reidt called the meeting to order, and a quorum was established.

- 22
- 23       • Mr. Kowalke led the Pledge of Allegiance.

|    |                                 |                       |
|----|---------------------------------|-----------------------|
| 24 |                                 |                       |
| 25 | <b>SECOND ORDER OF BUSINESS</b> | <b>Public Comment</b> |

26 There being no members of the public present, the next order of business followed.

|    |                                |                           |
|----|--------------------------------|---------------------------|
| 27 |                                |                           |
| 28 | <b>THIRD ORDER OF BUSINESS</b> | <b>New Business Items</b> |

29           **A. Consideration of Grau & Associates Engagement**

30  
31           On MOTION by Ms. Blaylock seconded by Mr. Sosa-Burgos, with  
32 all in favor, *Grau & Associates* engagement letter for Fiscal Year  
33 2023 Audit Services was approved. 4-0

34  
35 The record shall reflect Ms. Melvin has joined the meeting at 6:15 p.m.

36  
37           **B. Consideration of Invite RFP Landscape**

38  
39           On MOTION by Ms. Melvin seconded by Mr. Kowalke, with all in  
40 favor, the *RFP Invite for Landscaping Services* was approved. 5-0

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42

December 12, 2023

BULLFROG CREEK CDD

- 43 **FOURTH ORDER OF BUSINESS** **Consent Agenda**
- 44 **A. Approval of Minutes of the November 14, 2023 Regular Meeting**
- 45 **B. Consideration of Operation and Maintenance Expenditures October 2023**
- 46 **C. Acceptance of the Financials and Approval of the Check Register for October**
- 47 **2023**
- 48

On MOTION by Ms. Melvin seconded by Mr. Sosa-Burgos, with all in favor, the Consent Agenda was approved. 5-0

51

52 **FIFTH ORDER OF BUSINESS** **Attorney's Report**

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54 **SIXTH ORDER OF BUSINESS** **Engineer's Report**

55 There being no reports, the next order of business followed.

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57 **SEVENTH ORDER OF BUSINESS** **Manager's Report**

- 58 • Mr. Reidt updated the Board regarding the status of various projects and landscaping.
- 59

60 **EIGHTH ORDER OF BUSINESS** **Supervisors' Requests or Comments**

- 61 • Mr. Kowalke spoke with regards to issues regarding the Bullfrog Creek Road Fence line
- 62 which was deferred to the HOA.

63 **NINTH ORDER OF BUSINESS** **Adjournment**

64 There being no further business,

65

66 On MOTION by Ms. Melvin seconded by Ms. Blaylock, with all

67 in favor, the meeting was adjourned at 6:33 p.m. 5-0

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69 DocuSigned by:

70 

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72 District Manager

DocuSigned by:



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Chairperson