MINUTES OF MEETING

BULLFROG CREEK
COMMUNITY DEVELOPMENT DISTRICT

The Bullfrog Creek Community Development District regular meeting of the Board of Supervisors was held on Tuesday, August 13, 2024, and called to order at 6:00 p.m. at the Ventana Clubhouse located at 11101 Ventana Groves Blvd., Riverview, FL 33578.

Present and constituting a quorum were:

Esther Melvin	Board Supervisor, Chair
Nanda Shrestha	Board Supervisor, Vice Chair
Susan Blaylock	Board Supervisor, Assistant Secretary
Jesus Sosa-Burgos	Board Supervisor, Assistant Secretary
Joshua Kowalke	Board Supervisor, Assistant Secretary

Also present were:

Michael Perez	District Manager, Inframark

FIRST ORDER OF BUSINESS **Pledge of Allegiance**

The Pledge of Allegiance was recited.

SECOND ORDER OF BUSINESS **Call to Order and Roll Call**

Mr. Perez called the meeting to order at 6:00 p.m. and called the roll. A quorum was established.

THIRD ORDER OF BUSINESS **Audience Comments on Agenda**

There being none, the next item followed.

FOURTH ORDER OF BUSINESS **Business Items**

A. Public Hearing on FY 24-25 Budget

> On MOTION by Ms. Melvin, seconded by Mr. Shrestha, with all in favor, the Public Hearing on the FY 24-25 Budget, was opened.

> On MOTION by Ms. Melvin, seconded by Mr. Shrestha, with all in favor, the Public Hearing on the FY 24-25 Budget, was closed.

1. Consideration of Resolution 2024-04, Adopting the FY 24-25 Final Budget

> On MOTION by Ms. Melvin, seconded by Mr. Shrestha, with all in favor, Resolution 2024-04, Adopting the FY 24-25 Final Budget, was adopted.

B. Public Hearing on Levying O&M Assessments

> On MOTION by Ms. Melvin, seconded by Mr. Shrestha, with all in favor, the Public Hearing on Levying O&M Assessments, was opened.

> On MOTION by Ms. Melvin, seconded by Mr. Shrestha, with all in favor, the Public Hearing on Levying O&M Assessments, was closed.

1. Consideration of Resolution 2024-05, Levying O&M Assessments

> On MOTION by Ms. Melvin, seconded by Mr. Shrestha, with all in favor, Resolution 2024-05, Levying O&M Assessments, was adopted.

C. Consideration of Resolution 2024-06, Approving FY 24-25 Meeting Schedule

> On MOTION by Ms. Melvin, seconded by Mr. Sosa-Burgos, with all in favor, Resolution 2024-06, Approving the FY 2024-2025 Meeting Schedule, was adopted.

D. Consideration of Resolution 2024-07, Designating Officers

Concerns were raised about assigning more staff under the designation of officers. Mr. Perez explained that this would only impact managerial items and assured the District there was no cause for concern. He presented the last Designation of Officers Resolution for comparison. A request was made to separate Elected Officials and Assigned Officials. Mr. Perez will adjust the Resolution accordingly.

> On MOTION by Ms. Melvin, seconded by Mr. Kowalke, with all in favor, Resolution 2024-07, Designating Officers, was adopted, as amended.

In November 2024, Mr. Perez will address seat positions for discussion.

E. Consideration of Pine Lake Plant Installation Proposal

The Board discussed landscaping and the vendor and requested their presence at the next meeting. They also decided to issue an RFP.

> On MOTION by Ms. Melvin, seconded by Mr. Kowalke, with Mr. Shrestha opposed, the Board approved to go out for an RFP for landscaping services.

The plant installation proposal was tabled. The Board provided directions for Mr. Perez to present to the landscapers.

FIFTH ORDER OF BUSINESS **Staff Reports**

C. District Manager

Mr. Perez discussed drain issues in a neighboring district and will arrange for a District Engineer to inspect them.

1. **Discussion regarding Goals and Objectives**
2. **Consideration of Resolution 2024-08, Adopting Goals and Objectives**

On MOTION by Ms. Melvin, seconded by Mr. Kowalke, with all in favor, Resolution 2024-08, Adopting Goals and Objectives, was adopted.

A. District Counsel

There being none, the next order of business followed.

B. District Engineer

There being none, the next order of business followed.

SIXTH ORDER OF BUSINESS **Consent Agenda**

A. Consideration of the Regular Meeting Minutes from May 14, 2024

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, the regular minutes from the May 14, 2024 meeting, were approved.

B. Consideration of Operation and Maintenance Expenditures for April, May & June 2024

On MOTION by Ms. Melvin, seconded by Mr. Kowalke, with all in favor, the Operation & Maintenance Expenditures for April, May & June 2024, were approved.

C. Consideration of the April, May & June 2024 Financials & Check Register

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, the Financials & Check Register for April, May & June 2024, were approved.

SEVENTH ORDER OF BUSINESS **Supervisor Requests**

Mr. Kowalke noted that the monument light was out and requested the landscaper be informed.

EIGHTH ORDER OF BUSINESS **Audience Comments**

There being none, the next order of business followed.

NINTH ORDER OF BUSINESS **Adjournment**

There being no further business,

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, the meeting was adjourned at 6:42 p.m.

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Secretary / Assistant Secretary Chairman / Vice Chairman