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MINUTES OF MEETING

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BULLFROG CREEK

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COMMUNITY DEVELOPMENT DISTRICT

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The Bullfrog Creek Community Development District regular meeting of the Board of

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Supervisors was held on Tuesday, April 8, 2025, and called to order at 6:19 p.m. at the

7

Ventana Clubhouse located at 11101 Ventana Groves Blvd., Riverview, FL 33578.

8

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Present and constituting a quorum were:

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- 11

Esther MelvinBoard Supervisor, Chair
- 12

Joshua KowalkeBoard Supervisor, Vice Chair
- 13

Susan BlaylockBoard Supervisor, Assistant Secretary
- 14

Jesus M. Sosa-burgosBoard Supervisor, Assistant Secretary
- 15

Linda McAbeeBoard Supervisor, Assistant Secretary
- 16

17

Also present were:

18

- 19

Samantha ZanoniDistrict Manager, Inframark
- 20

Michael PerezDistrict Manager, Inframark
- 21

Alex MedinaLandscape, Pine Lake
- 22

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FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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Ms. Zanoni called to order at 6:19 pm and conducted roll call. A quorum was established.

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26

SECOND ORDER OF BUSINESS

Pledge of Allegiance

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Pledge of Allegiance was said.

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THIRD ORDER OF BUSINESS

Motion to Adopt Agenda

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On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, motion to adopt
March 8, 2025, agenda, carried.

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FOURTH ORDER OF BUSINESS

Audience Comments

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There being none, the next order of business followed.

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35 **FIFTH ORDER OF BUSINESS** **Staff Reports**36 **A. Landscape**

37 Mr. Medina with Pine Lake provided an update on the Podocarpus installation stating this
38 project has been completed. Mr. Medina advised that there is an irrigation leak that will be
39 repaired this week.

40

41 **B. District Counsel**

42 There being none, the next order of business followed.

43

44 **C. District Engineer**

45 There being none, the next order of business followed.

46

47 **D. District Manager**

48 Discussion ensued between Mr. Perez, Ms. Zanoni and the Board regarding a tree that was
49 removed by a homeowner from CDD property during the homeowner's pool installation. No
50 approved was granted by the HOA or CDD for the removal of the tree. The tree that the
51 homeowner planted to replace the one that was removed has since died. The sidewalk at
52 the property has also sustained damage. Mr. Perez advised the Board he or Ms. Zanoni will
53 request that Ms. Sousa send a demand notice for replacement of the tree and repair to the
54 sidewalk. Pine Lake will be requested to provide a proposal for the removal and replacement
55 of the tree. Ms. Zanoni advised the Board that she will be onsite this week to inspect the
56 sidewalk damage more thoroughly.

57

58 Mr. Zanoni advised the Board that the fence repairs at 12659 Flatwood Creek Dr. will be
59 completed by the end of the month.

60

61 Discussion ensued regarding the playground and work out equipment. Mr. Perez and Ms.
62 Zanoni will provide proposals to have the equipment removed.

63

64 **i. Discussion on Existing Methodology and the Proposed Modification**

65 Mr. Perez discussed the existing methodology and the proposed modification for the
66 district's budget.

67

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, motion to change methodology of the operation and maintenance assessments to combine the admin charges, charges of the east community, and charges of the west community for the upcoming budget, carried.

68

69 **SIXTH ORDER OF BUSINESS** **Business Items**

70 **A. Ratification of Triple D Fencing Panel 2 Proposal #3075**

On MOTION by Ms. Melvin, seconded by Mr. Kowalke, with all in favor, motion to approve the Ratification of Triple D Fencing Panel 2 Proposal #3075 for \$950, carried.

71

72 **SEVENTH ORDER OF BUSINESS** **Business Administration**

73 **A. Consideration of Regular Meeting Minutes from March 11, 2025**

On MOTION by Ms. Melvin, seconded by Ms. Blaylock with all in favor, motion to approve the regular meeting minutes from March 11, 2025, carried.

74

75 **B. Consideration of February 2025 O&M Report**

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, motion to approve the February 2025 O&M Report, carried.

76

77 **C. Consideration of February 2025 Financials & Check Register**

On MOTION by Ms. Melvin, seconded by Ms. McAbee, with all in favor, motion to approve the February 2025 Financials & Check Register, carried.

78

79 **EIGHTH ORDER OF BUSINESS** **Supervisor Request**

80 Ms. Melvin stated she is unable to access her Gemstone app to manage the decorative
81 lights.

82 Mr. Kowalke asked for an update on the ADA ramp. Mr. Perez advised that he and Ms.
83 Zanoni are working on getting the proposals for this project.

84 Mr. Kowalke requested a proposal for adding rocks by the mailbox. Mr. Perez or Ms. Zanoni
85 with contact Pine Lake to provide a proposal.

86 Mr. Kowalke inquired about employing a tow company for the CDD due to vehicles parking
87 in the grass near the lake. Ms. Zanoni will look into tow companies and enforcement
88 procedures and provide the Board with an update.

89

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90 **NINETH ORDER OF BUSINESS** **Audience Comments**

91 Resident stated that the landscape crews were stepping on the cords for the landscape
92 lighting. Ms. Zanoni will reach out to Pine Lake regarding this concern.

93

94 **TENTH ORDER OF BUSINESS** **Adjournment**

On MOTION by Ms. Melvin, seconded by Mr. Kowalke, with all in favor, meeting was
adjourned at 6:43pm.

95

96 Signed by:
97 *Sam Zanoni*
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Signed by:
Esther Melvin
935630086FCE40D...

98 Secretary / Assistant Secretary

Chairman / Vice Chairman