BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT

OCTOBER 14, 2025
REGULAR MEETING

Call in: 646-838-1601 - **Phone Conference ID:** 605 873 696#

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INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

313 CAMPUS STREET
CELEBRATION, FL 34747

407-566-1935

Bullfrog Creek Community Development District

Board of Supervisors
Esther Melvin, Chairperson
Joshua Kowalke, Vice Chairperson
Susan Blaylock, Assistant Secretary
Jesus M. Sosa-Burgos, Assistant Secretary
Linda McAbee, Assistant Secretary

District Staff
Samantha Zanoni, District Manager
Whitney Sousa, District Counsel
Tyson Waag, District Engineer

Regular Meeting Agenda

Tuesday, October 14, 2025, - 6:00pm

All cellular phones and pagers must be turned off during the meeting. Please let us know at least 24 hours in advance if you plan to call into the meeting.

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1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Motion to approve Agenda**
4. **Audience Comments -***Three – (3) Minute Time Limit*
5. **Staff Reports**
   A. Landscape
   B. District Counsel
   C. District Engineer
   D. District Manager
6. **Business Items**
   A. Consideration of Resolution 2026-01; Amendment to Fiscal Year 2025 Budget....................Page 6
   B. Consideration of Inframark Bench & Table Proposal # WOBC09172025 ......Page 12
7. **Business Administration**
   A. Consideration of Regular Meeting Minutes of September 9, 2025..................Page 16
8. **Supervisor Requests**
9. **Audience Comments** – *Three (3) Minute Time Limit*
10. **Adjournment**

The next meeting is scheduled for Tuesday, November 11, 2025, at 6:00 p.m.

District Office
Inframark
313 Campus Street
Celebration, FL 34747

Meeting Location:
13013 Summerfield Blvd.
Riverview, FL 33579

RESOLUTION 2026-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT AMENDING ITS BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the "**Board**") of the Bullfrog Creek Community Development District (the "**District**") previously adopted its budget for fiscal year 2024/2025;

WHEREAS, the Board desires to reallocate funds budgeted to reflect appropriated revenues and expenses approved during the fiscal year;

WHEREAS, the District is empowered by section 189.016, Florida Statutes to adjust the budget based on actual revenues and expenses; and

WHEREAS, the District Manager has submitted a proposed amended budget to reflect appropriated revenues and expenses approved during the fiscal year 2024/2025 (the "**Amended Budget**"), attached hereto as **Exhibit "A"** and incorporated as a material part of this Resolution by this reference.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. **Recitals**. The foregoing recitals are hereby incorporated as the findings of fact of the Board.

2. **Amended Budget**. The Board hereby finds and determines as follows:

   a. That the Board has reviewed the Amended Budget, a copy of which is on the District's website, on file with the office of the District Manager, and at the District's Records Office.

   b. The Amended Budget is hereby adopted and shall accordingly amend the previously adopted budget for fiscal year 2024/2025.

   c. That the Amended Budget shall be maintained in the office of the District Manager and at the District's Records Office and identified as the "Amended Budget for the Belmond Reserve Community Development District for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025".

   d. The Amended Budget shall be posted by the District Manager on the District's official website within five (5) days after adoption and remain on the website for at least two (2) years.

3. **Severability**. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of

this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

4. **Conflicts**. This Resolution is intended to supplement the original resolution adopting the budget for fiscal year 2024/2025, which remain in full force and effect. This Resolution and the original resolution shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

5. **Effective Date**. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED THIS 14th DAY OF OCTOBER, 2025.

Attest:	**Bullfrog Creek Community Development District**
______________________________	______________________________
Name:______________________________	Chair/Vice Chair of the Board of Supervisors
Assistant Secretary	

Exhibit A: FY 2024/2025 Amended Budget

BULLFROG CREEK
Community Development District

General Fund - Admin

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES					
Interest - Investments	$ -	$ -	$ -	$ 4,668	$ 4,668
Interest - Tax Collector	-	-	-	852	852
Special Assmnts- Tax Collector	83,674	-	83,674	90,431	6,757
Special Assmnts- CDD Collected	-	-	-	40	40
TOTAL REVENUES	**83,674**	**-**	**83,674**	**95,991**	**12,317**
EXPENDITURES					
Administration					
Supervisor Fees	12,000	-	12,000	8,000	4,000
District Counsel	5,000	1,575	6,575	6,561	14
District Engineer	3,840	-	3,840	2,627	1,213
District Management	36,050	2,825	38,875	38,876	(1)
Auditing Services	5,300	6,100	11,400	11,400	-
Website ADA Compliance	1,900	-	1,900	1,110	790
Email Hosting Vendor	140	-	140	-	140
Postage, Phone, Faxes, Copies	300	1,075	1,375	1,362	13
General Liability	3,409	-	3,409	3,409	-
Public Officials Insurance	2,727	-	2,727	2,727	-
Bank Fees	175	-	175	107	68
Meeting Expense	1,000	-	1,000	110	890
Website Admin Services	1,500	475	1,975	1,978	(3)
Dues, Licenses, & Fees	175	2,440	2,615	2,615	-
Total Administration	73,516	14,490	88,006	80,882	7,124
Other Physical Environment					
Payroll - Special Pay	5,530	-	5,530	-	5,530
Property & Casualty Insurance	4,628	-	4,628	3,948	680
Total Other Physical Environment	10,158	-	10,158	3,948	6,210
TOTAL EXPENDITURES	**83,674**	**14,490**	**98,164**	**84,830**	**13,334**
Excess (deficiency) of revenues Over (under) expenditures	-	(14,490)	(14,490)	11,161	25,651
OTHER FINANCING SOURCES (USES)					
Operating Transfers-Out	-	-	-	(928)	(928)
TOTAL FINANCING SOURCES (USES)	**-**	**-**	**-**	**(928)**	**(928)**
Net change in fund balance	-	(14,490)	(14,490)	10,233	24,723
FUND BALANCE, BEGINNING (OCT 1, 2024)	**106,443**	**-**	**106,443**	**106,443**	**-**

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
FUND BALANCE, ENDING	**$ 106,443**	**$ (14,490)**	**$ 91,953**	**$ 116,676**	**$ 24,723**

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES					
Interest - Investments	$ -	$ -	$ -	$ -	$ -
Special Assmnts- Tax Collector	69,002	-	69,002	63,300	(5,702)
TOTAL REVENUES	**69,002**	**-**	**69,002**	**63,300**	**(5,702)**
EXPENDITURES					
Electric Utility Services					
Electric Utility Services	33,000	13,600	46,600	46,526	74
Total Electric Utility Services	33,000	13,600	46,600	46,526	74
Water-Sewer Comb Services					
Water/Waste	8,500	700	9,200	9,202	(2)
Total Water-Sewer Comb Services	8,500	700	9,200	9,202	(2)
Other Physical Environment					
Waterway Management Program	1,500	500	2,000	2,007	(7)
Landscaping - R&M	2,000	-	2,000	-	2,000
R&M-Plant Replacement	898	-	898	-	898
Landscaping - Mulch	3,038	525	3,563	3,566	(3)
Landscape Maintenance - Contract	9,269	11,750	21,019	21,010	9
Park Maintenance	2,200	2,775	4,975	4,981	(6)
Irrigation Maintenance	1,000	-	1,000	419	581
Miscellaneous	3,880	-	3,880	448	3,432
Total Other Physical Environment	23,785	15,550	39,335	32,431	6,904
Debt Service					
Trustee Fees	3,717	375	4,092	4,095	(3)
Total Debt Service	3,717	375	4,092	4,095	(3)
TOTAL EXPENDITURES	**69,002**	**30,225**	**99,227**	**92,254**	**6,973**
Excess (deficiency) of revenues Over (under) expenditures	-	(30,225)	(30,225)	(28,954)	1,271
OTHER FINANCING SOURCES (USES)					
Interfund Transfer - In	-	-	-	720	720
TOTAL FINANCING SOURCES (USES)	**-**	**-**	**-**	**720**	**720**
Net change in fund balance	-	(30,225)	(30,225)	(28,234)	1,991
FUND BALANCE, BEGINNING (OCT 1, 2024)	**15,753**	**-**	**15,753**	**15,753**	**-**

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
FUND BALANCE, ENDING	**$ 15,753**	**$ (30,225)**	**$ (14,472)**	**$ (12,481)**	**$ 1,991**

BULLFROG CREEK
Community Development District

General Fund - East

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES					
Interest - Investments	$ -	$ -	$ -	$ -	$ -
Special Assmnts- Tax Collector	113,130	-	113,130	112,833	(297)
TOTAL REVENUES	**113,130**	**-**	**113,130**	**112,833**	**(297)**
EXPENDITURES					
Electric Utility Services					
Electric Utility Services	48,000	-	48,000	19,663	28,337
Total Electric Utility Services	48,000	-	48,000	19,663	28,337
Other Physical Environment					
Waterway Management Program	3,200	(900)	2,300	2,303	(3)
Waterway Other	6,000	(6,000)	-	-	-
Landscaping - R&M	4,000	(4,000)	-	-	-
R&M-Plant Replacement	2,094	(2,094)	-	-	-
Landscaping - Mulch	7,088	(7,088)	-	-	-
Landscape Maintenance - Contract	21,628	13,075	34,703	34,700	3
Irrigation Maintenance	5,000	3,150	8,150	8,150	-
Miscellaneous	9,903	(9,903)	-	-	-
Total Other Physical Environment	58,913	(13,760)	45,153	45,153	-
Debt Service					
Dissemination Reporting	2,500	200	2,700	2,292	408
Trustee Fees	3,717	(375)	3,342	4,095	(753)
Total Debt Service	6,217	(175)	6,042	6,387	(345)
TOTAL EXPENDITURES	**113,130**	**(13,935)**	**99,195**	**71,203**	**27,992**
Excess (deficiency) of revenues Over (under) expenditures	-	13,935	13,935	41,630	27,695
OTHER FINANCING SOURCES (USES)					
Interfund Transfer - In	-	-	-	208	208
TOTAL FINANCING SOURCES (USES)	**-**	**-**	**-**	**208**	**208**
Net change in fund balance	-	13,935	13,935	41,838	27,903
FUND BALANCE, BEGINNING (OCT 1, 2024)	**77,013**	**-**	**77,013**	**77,013**	**-**
FUND BALANCE, ENDING	**$ 77,013**	**$ 13,935**	**$ 90,948**	**$ 118,851**	**$ 27,903**

BULLFROG CREEK
Community Development District

Series 2015 Debt Service Fund

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES					
Interest - Investments	$ -	$ -	$ -	$ 4,283	$ 4,283
Special Assmnts- Tax Collector	123,850	-	123,850	131,488	7,638
TOTAL REVENUES	**123,850**	**-**	**123,850**	**135,771**	**11,921**
EXPENDITURES					
Debt Service					
Principal Debt Retirement	40,000	-	40,000	35,000	5,000
Interest Expense	83,850	-	83,850	84,878	(1,028)
Total Debt Service	123,850	-	123,850	119,878	3,972
TOTAL EXPENDITURES	**123,850**	**-**	**123,850**	**119,878**	**3,972**
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	15,893	15,893
Net change in fund balance	-	-	-	15,893	15,893
FUND BALANCE, BEGINNING (OCT 1, 2024)	**155,403**	**-**	**155,403**	**155,403**	**-**
FUND BALANCE, ENDING	**$ 155,403**	**$ -**	**$ 155,403**	**$ 171,296**	**$ 15,893**

Proposed Budget Amendment
For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES					
Interest - Investments	$ -	$ -	$ -	$ 18,883	$ 18,883
Special Assmnts- Tax Collector	270,244	-	270,244	274,009	3,765
TOTAL REVENUES	**270,244**	**-**	**270,244**	**292,892**	**22,648**
EXPENDITURES					
Debt Service					
Principal Debt Retirement	85,000	-	85,000	80,000	5,000
Interest Expense	185,244	-	185,244	187,144	(1,900)
Total Debt Service	270,244	-	270,244	267,144	3,100
TOTAL EXPENDITURES	**270,244**	**-**	**270,244**	**267,144**	**3,100**
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	25,748	25,748
Net change in fund balance	-	-	-	25,748	25,748
FUND BALANCE, BEGINNING (OCT 1, 2024)	**371,340**	**-**	**371,340**	**371,340**	**-**
FUND BALANCE, ENDING	**$ 371,340**	**$ -**	**$ 371,340**	**$ 397,088**	**$ 25,748**

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COMMUNITY MANAGEMENT

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- Community Inspections/ Reporting
- Debris Removal
- General Maintenance
- Landscape Inspections/ Reporting
- Light Changeouts and Maintenance
- Maintenance of Storm Structures
- Management of Vendor Contracts
- Minor Boardwalk and Wood Structure Repairs
- Minor Electrical
- Minor Patch Repairs in Roadways or Alleyways
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- Review of Landscape Architectural Designs
- Sidewalk Grinding and Replacement
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107-0325

INFRAMARK

Inframark
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

Phone: 407-861-7233

Date: 09/17/2025
Work Order # WOBC09172025
Customer ID: BULLFROG CREEK CDD

Quotation valid until 10/17/2025
Prepared by: Don Cameron

Description	Unit Price	Quantity	Amount
3 benches and 2 tables - supply, assemble and install at playground area near pond.			
Benches to be plastic coated, perforated steel, 6’, in-ground mount w/ concrete footings, green.	$625	3	$1875
Tables to be plastic coated, perforated steel, ADA compliant, 8’ tabletop length, concrete anchors w/ chains and locks to help deter theft, green.	$1175	2	$2350
Labor and materials to assemble and installl	$1325	1	$1325
Subtotal			**$5,548.00**
Shipping			**$425.00**
Disposal Fee			
TOTAL			**$5,973.00**

Full payment is due within 30 days of finalizing the project.

If you have any questions concerning this quotation, please contact:

Don Cameron at Donald.Cameron@Inframark.com

By: Don Cameron

Date: 09/17/2025

Inframark

By: ______________________

Date: ______________________

BULLFROG CREEK CDD

ITEMS

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, September 9, 2025, and called to order at 6:00 p.m. at the Ventana Clubhouse located at 13013 Summerfield Blvd., Riverview, FL 33579.

Present and constituting a quorum were:

Esther Melvin	Board Supervisor, Chair
Joshua Kowalke	Board Supervisor, Vice Chair
Susan Blaylock	Board Supervisor, Assistant Secretary
Jesus M. Sosa-burgos	Board Supervisor, Assistant Secretary
Linda McAbee	Board Supervisor, Assistant Secretary

Also present, either in person or via Zoom Communication, were:

Samantha Zanoni	District Manager, Inframark
Jessi Milch	Landscape, Pine Lake
Residents and Members of the Public	

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

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

Ms. Zanoni called the meeting to order at 6:00 pm and conducted roll call. A quorum was established.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

Pledge of Allegiance was said.

THIRD ORDER OF BUSINESS **Motion to Approve Agenda**

> On MOTION by Ms. Melvin, seconded by Mr. Kowalke with all in favor, motion to approve September 9, 2025, agenda, carried.

FOURTH ORDER OF BUSINESS **Audience Comments**

There being none, the next order of business followed.

FIFTH ORDER OF BUSINESS **Staff Reports**

A. Landscape

Ms. Milch provided the Board with updates on landscaping projects and advised the annuals need to be changed. The Board requested Pine Lake replace them with fall colors to reflect the season and requested poinsettias at Christmas.

The Board requested that the landscaping at the lift station be trimmed and that seven plants that are not doing well and are under warranty be replaced. Ms. Milch suggested replacing them with Silver Buttonwood. The Board agreed.

Mr. Kowalke asked Ms. Milch about the sparseness of the Jasmine at the entrance and exit gates. Ms. Milch stated she would check on these areas and see if fertilization was needed.

Mr. Sosa-Burgos asked Ms. Milch about the palm tree trimming on the left side of the entrance.

i. Ratification of Pine Lake Irrigation and Repair Proposal #6526

On MOTION by Mr. Kowalke, seconded by Ms. Melvin, with all in favor, motion to approve the Ratification of Pine Lake Irrigation and Repair Proposal #6526, carried.

ii. Consideration of Inframark Mulch Removal and Re-installation Proposal#WOBC08132025

The Board did not approve this proposal.

iii. Consideration of Pine Lake Playground Mulch Removal with Bahia Option- Proposal #6643

The Board did not approve this proposal.

The Board request proposals for benches and tables to go where the playground was removed.

iv. Consideration of Pine Lake Oak Replacement on Hampton Hill Dr. Proposal #6477

On MOTION by Ms. Melvin, seconded by Ms. McAbee, with all in favor, motion to approve the flush cut option of Pine Lake Oak Replacement on Hampton Hill Dr. Proposal #6477, carried.

B. District Counsel

There being none, the next order of business followed.

C. District Engineer

There being none, the next order of business followed.

D. District Manager

Ms. Zanoni provided updates to the Board including the new meeting location, where the Board is sitting with their budget as of July 31, 2025, and announced the next scheduled meeting on October 14, 2025, at 6:00 p.m.

SIXTH ORDER OF BUSINESS **Business Items**

There being none, the next order of business followed.

SEVENTH ORDER OF BUSINESS **Business Administration**

A. Consideration of Regular Meeting Minutes from August 12, 2025

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, motion to approve the Regular Meeting Minutes from August 12, 2025, carried.

EIGHTH ORDER OF BUSINESS **Supervisor Request**

Mr. Kowalke and Ms. Melvin requested proposals on the cost of replacing a fence panel and landscaping in front of the fence. The resident will need to have these sections removed for work to be done on personal property.

NINETH ORDER OF BUSINESS **Audience Comments**

There being none, the next order of business followed.

TENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Melvin, seconded by Ms. Blaylock, with all in favor, meeting was adjourned at 6:32pm.

______________________________ ______________________________

Secretary / Assistant Secretary Chairman / Vice Chairman