

# **BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT**

**DECEMBER 9, 2025  
REGULAR MEETING**

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

**Microsoft Teams meeting**  
[Join the meeting now](#)  
Meeting ID: 232 831 277 252 4  
Passcode: tZ38fx2P



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  
 Howard Neal, Field Services Director  
 Hanna Yi, District Accountant  
 Tabitha Blackwelder, Administrative Assistant

## Regular Meeting Agenda

**Tuesday, December 9, 2025, - 6:00pm**

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*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. District Accountant
  - B. Landscape
    - i. Ratification of Pine Lake Remaining Crushed Asphalt  
Proposal #7235 ..... Page 3
    - ii. Consideration of Pine Lake Sandcord Grass Installation on Flatwood Creek Pond  
Proposal #7178 ..... Page 9
    - iii. Consideration of Pine Lake Tree Removal Behind Lift Station  
Proposal #7177 ..... Page 15
  - C. District Counsel
  - D. District Engineer
  - E. District Manager
- 6. Business Items**
  - A. Ratification of FY2025 Audit Engagement Letter ..... Page 21
- 7. Business Administration**
  - A. Consideration of Regular Meeting Minutes of October 14, 2025 ..... Page 26
- 8. Supervisor Requests**
- 9. Audience Comments – Three (3) Minute Time Limit**
- 10. Adjournment**

*The next meeting is scheduled for Tuesday, January 13, 2026, at 6:00 p.m.*

## District Office

Inframark  
 313 Campus Street  
 Celebration, FL 34747

## Meeting Location:

13013 Summerfield Blvd.  
 Riverview, FL 33579



## Proposal #7235

### 7235 - Bullfrog Creek CDD - Remaining Crushed Asphalt - November 2025

**Date** 11/7/2025

**Customer** Samantha Ford (Zanoni) | Inframark | Bullfrog Creek, 313 Campus Street | Celebration, FL 33578

**Property** Bullfrog Creek CDD | Bullfrog Creek | Riverview, FL 33578

**Account Manager** Jessi Milch

Pine Lake Services, LLC would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at [projects@pinelakeLLC.com](mailto:projects@pinelakeLLC.com) or (813) 948-4736.

Pine Lake to install remaining (9) cubic yards of crushed asphalt needed for the walking path around the Flatwood Creek pond.



## CRUSHED ASPHALT

### **Crushed Asphalt Installation**

<b>Items</b>	<b>Quantity</b>	<b>Unit</b>
1.5" Crushed Asphalt	9.00	EA
CAT Loader 908 - Machinery	1.00	Day
<b>Crushed Asphalt Installation:</b>		<b>\$3,642.00</b>
<b>PROJECT TOTAL:</b>		<b>\$3,642.00</b>

## Terms & Conditions

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### Payment Terms

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Payments made via credit card will be accepted up to \$4,750 and will include an additional 3% credit card fee.

Interest will accrue on all invoices over thirty days old. Past due amounts will accrue interest at a rate of 1.5% per month (18% APR). Client agrees to pay any costs associated with collection, including but not limited to court and attorney's fees as additional sums owed.

### Exclusions

The Following matters are excluded from the Work, unless specified in writing to the contrary:

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Removal of base material and/or aggregate material within all landscape planting areas, sod areas and other green space areas that impedes or impacts proper planting of plant material and sod.

Soil replacement where base material and/or aggregate material was removed for proper planting

Drainage: Should the Client's property be the lowest elevation in relation to surrounding property or buildings, the Contractor reserves the right to retain an expert to evaluate and propose drainage solutions. All costs for engineering services, as well as the actual drainage work will be at the Client's expense. Unless the Client has a detailed Topographical survey completed, the above clause may come into effect.

Soil, Sod and/or Mulch quantities are estimates only. They do not account for disturbed construction areas or other fluctuations. Invoices will reflect actual quantities used at proposed price per unit.

Conduit and connections for electrical, gas, and all other utilities and services

Site Unknowns: Including, but not limited to, sub-surface conditions/obstacles that create unforeseen labor, equipment, material, or disposal charges

MOT for temporary traffic control

Any Irrigation or utility trenching thru roads, road base, concrete, or rock will incur additional costs

Any cutting or repairing of any hard surface such as asphalt, concrete, pavers or curbs for irrigation or landscape

We need 72 hours' notice prior to road base material or concrete work is installed so that sleeves and/or road bores are installed

#### Backflow Connection

Water source for irrigation is based on specifications at the dedicated meter of the location marked on irrigation plan sheet. If a different location of the dedicated water source is established during construction a change order will be entered into to adjust for the costs associated with the new route for mainline and connections.

Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.

Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:

Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded.

Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.

Existing tree preservation, barricading, pruning, root pruning, or inventory

Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work

Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors

Warranty on transplanted plant material from the project site

Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

#### Procedure for Extra Work, Changes and Escalation

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Change Order: The quantities or specifications of material as outlined in the Proposal could be adjusted at any time with approval in the form of a signed Change Order. Change Orders will be executed using current market prices

## **Escalation Clause**

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## **Warranty and Tolerances**

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**Diligence:** The Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that its work will be of proper and professional quality, and in full conformity with the requirements of the contract

**Competence:** The Contractor warrants that it is competent to perform the Work and that it has the necessary qualifications including knowledge and skill with the ability to use them effectively.

**Site Unknowns:** It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the

Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site, and to secure additional required site information from appropriate government and other authorities.

**Damaged Utilities:** Should damage occur to utilities during construction, the Contractor is only liable for the cost of the repair. The Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities

Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client

Damage to installed material (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor

Damage due to pest infestation is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest control would fall under that contract and would be subject to those warranty parameters.

Damage due to improper watering after final acceptance will not be replaced at the cost of the Contractor

## **Material Tolerances**

**Wood:** Pressure treated wood cannot be guaranteed against warp, age, checking, or cupping.

**Stone:** Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone

**Metal:** Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation

**Concrete:** Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.

**Warranty Time Period:** The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system

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By   
Jessi Milch  
Date 11/7/2025  
Pine Lake Services, LLC

By \_\_\_\_\_  
Samantha Ford (Zanoni)  
Date \_\_\_\_\_  
Inframark



## Proposal #7178

### 7178 - Bullfrog Creek - Sandcord Grass Installation on Flatwood Creek Pond (No Irrigation) - October 2025

**Date** 10/28/2025

**Customer** Samantha Ford | Inframark | 313 Campus Street | Celebration, FL 34747

**Property** Bullfrog Creek CDD | Bullfrog Creek | Riverview, FL 33578

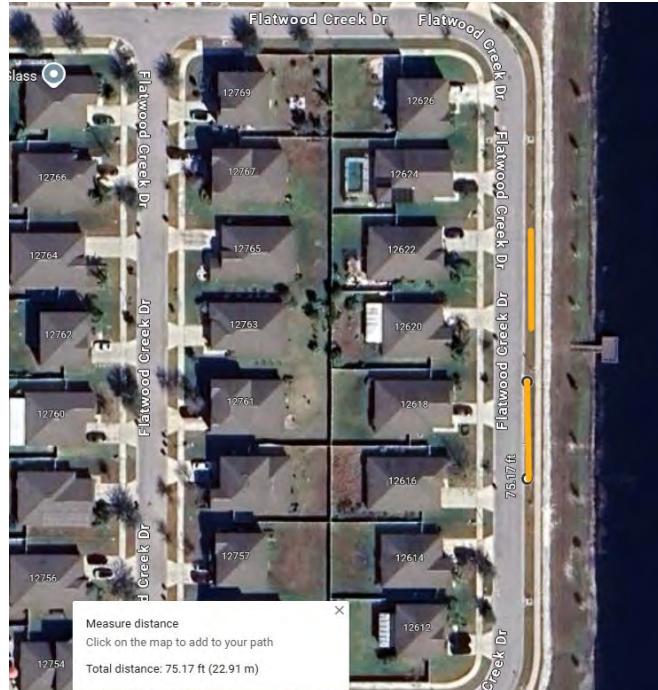
**Account Manager** Jessi Milch

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Pine Lake to construct plant beds on the right-of-way of the Flatwood Creek pond area, installing 1 gal Sandcord Grass, topsoil and mulch. Option to have a water truck at time of installation.

**\*Since this area is not irrigated, these plants would not be covered under warranty. It is recommended to install during the rainy season. Sandcord grasses are drought-tolerant once established.\***

(2) beds at 75 ft long, 3 ft wide (see highlighted areas below)  
37 plants each bed, planted 24" apart



## Plant Material Install

### Plant Material Install

Items	Quantity	Unit
Topsoil	4.00	cuyd
Sod Cutter	1.00	Day
Pine Bark Nugget 3 cu ft bags	25.00	EA
1 gal Sandcord grass	74.00	EA

**Plant Material Install:** \$2,233.26

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**PROJECT TOTAL:** \$2,233.26

## Optional Services

Initial next to the Optional Services you would like to accept.

**WATER TRUCK - 1 DAY** \$1,670.00

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By



Jessi Milch

Date

10/28/2025

Pine Lake Services, LLC

By

Michael Perez

Date

Inframark



## Proposal #7177

### 7177 - Bullfrog Creek - Tree Removal Behind Lift Station - October 2025

**Date** 10/28/2025

**Customer** Samantha Ford | Inframark | 313 Campus Street | Celebration, FL 34747

**Property** Bullfrog Creek CDD | Bullfrog Creek | Riverview, FL 33578

**Account Manager** Jessi Milch

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Pine Lake to remove a stump and pile of tree debris behind the lift station at the Bullfrog Creek Rd/Flatwood Creek entrance.

Includes stump grinding and off-site disposal.





## Tree Stump & Pile Removal

### Subcontractor

Items	Quantity	Unit
Tree Stump & Pile Removal	1.00	EA
<b>Subcontractor:</b>		<b>\$858.00</b>
<b>PROJECT TOTAL:</b>		<b>\$858.00</b>

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Damage due to improper watering after final acceptance will not be replaced at the cost of the Contractor

## **Material Tolerances**

Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping.

Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone

Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation

Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.

**Warranty Time Period:** The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system

**Client Responsibilities:** The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements for the Warranty to remain in effect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and

agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of the Contractor. For example, flooding eaves, troughs that damage plants, fallen branches, animal caused damage, damaged/ burst irrigation or drainage pipes that were not maintained properly, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations – void all warranties provided by the Contractor

By



**Jessi Milch**

Date

10/28/2025

**Pine Lake Services, LLC**

By

  
**Samantha Ford**

Date

**Inframark**



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301  
 Boca Raton, Florida 33431  
 (561) 994-9299 • (800) 299-4728  
 Fax (561) 994-5823  
[www.graucpa.com](http://www.graucpa.com)

June 24, 2025

To Board of Supervisors  
 Bullfrog Creek Community Development District  
 2005 Pan Am Circle, Suite 300  
 Tampa, FL 33607

We are pleased to confirm our understanding of the services we are to provide Bullfrog Creek Community Development District, Hillsborough County, Florida ("the District") for the fiscal year ended September 30, 2025. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Bullfrog Creek Community Development District as of and for the fiscal year ended September 30, 2025. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2025 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

## Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

### **Examination Objective**

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

### **Other Services**

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$5,600 for the September 30, 2025 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

Grau & Associates and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. Grau agrees and acknowledges that the District is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the District has a good faith belief that the Grau has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall terminate this Agreement. If the District has a good faith belief that a subcontractor performing work under this

## Bullfrog Creek Community Development District

Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall promptly notify Grau and order Grau to immediately terminate the contract with the subcontractor. Grau shall be liable for any additional costs incurred by the District as a result of the termination of a contract based on Grau's failure to comply with E-Verify requirements evidenced herein.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Bullfrog Creek Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

**RESPONSE:**

This letter correctly sets forth the understanding of Bullfrog Creek Community Development District.

Signed by:  
By: SAMANTHA ZANONI  
A0FDA541F9E8494

Title: District Manager

Date: 10/28/2025



Florida Institute of Certified Public Accountants

FICPA Peer Review Program  
Administered in Florida  
by The Florida Institute of CPAs



Peer Review  
Program

**AICPA Peer Review Program**  
Administered in Florida  
by the Florida Institute of CPAs

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March 17, 2023

Antonio Grau  
Grau & Associates  
951 Yamato Rd Ste 280  
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

*FICPA Peer Review Committee*

Peer Review Team  
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

**BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**October 14, 2025 - Minutes of Meeting**

## MINUTES OF MEETING

## BULLFROG CREEK

# COMMUNITY DEVELOPMENT DISTRICT

5 The Bullfrog Creek Community Development District regular meeting of the Board of Supervisors was held  
6 on Tuesday, October 14, 2025, and called to order at 6:00 p.m. at the Ventana Clubhouse located at 13013  
7 Summerfield Blvd., Riverview, FL 33579.

9 Present and constituting a quorum were:

10	Joshua Kowalke	Board Supervisor, Vice Chair
11	Susan Blaylock	Board Supervisor, Assistant Secretary
12	Jesus M. Sosa-burgos	Board Supervisor, Assistant Secretary
13	Linda McAbee	Board Supervisor, Assistant Secretary

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

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

## 25 FIRST ORDER OF BUSINESS

## **Call to Order and Roll Call**

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

## 28 SECOND ORDER OF BUSINESS

## Pledge of Allegiance

29 Pledge of Allegiance was said.

### 31     **THIRD ORDER OF BUSINESS**

## **Motion to Approve Agenda**

On MOTION by Mr. Kowalke, seconded by Ms. Blaylock, with all in favor, motion to approve October 14, 2025, agenda, carried.

## 33 FOURTH ORDER OF BUSINESS

## Audience Comments

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

**BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT**  
**October 14, 2025 - Minutes of Meeting**

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36

37 **FIFTH ORDER OF BUSINESS** Staff Reports38 **A. Landscape**

39 Ms. Milch provided the Board with updates on landscaping projects.

40 **Under Other Cover**41 **i. Consideration of Pine Lake Crushed Asphalt Proposal #7058**

On MOTION by Mr. Kowalke, seconded by Ms. McAbee, with all in favor, motion to approve Pine Lake Crushed Asphalt Proposal #7058, carried.

42

43 Mr. Kowalke requested a proposal to make the area near the pond between the sidewalk & road more appealing,  
44 a proposal for the downed tree near the lift station to be removed and the removal of plywood that is leaning  
45 against the fence.

46

47 **B. District Counsel**

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

49

50 **C. District Engineer**

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

52

53 **D. District Manager**

54 Ms. Zanoni announced the next meeting scheduled for December 9, 2025, at 6:00 p.m., confirming that the  
55 November meeting is cancelled.

56

57 **SIXTH ORDER OF BUSINESS** Business Items58 **A. Consideration of Resolution 2026-01; Amendment to Fiscal Year 2025 Budget**

On MOTION by Mr. Kowalke, seconded by Mr. Sosa-Burgos, with all in favor, motion to approve Resolution 2026-01; Amendment to Fiscal Year 2025 Budget, carried.

59

60 **B. Consideration of Inframark Bench & Table Proposal #WOBC09172025**

61 The Board tabled this proposal.

62

63 **SEVENTH ORDER OF BUSINESS** Business Administration64 **A. Consideration of Regular Meeting Minutes from August 12, 2025**

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

65

**BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT****October 14, 2025 - Minutes of Meeting**

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66 **EIGHTH ORDER OF BUSINESS** **Supervisor Request**

67 Mr. Kowalke requested that staff investigate the reason for the fence dipping, provide proposals for the missing  
68 fence cap, and proposals for solar lighting.

69 Mr. Sosa-Burgos requested staff provided proposals for the dock to be stained.

70

71 Ms. Blaylock requested staff look at options to fence in the North side of the community.

72

73 **NINETH ORDER OF BUSINESS** **Audience Comments**

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

75

76 **TENTH ORDER OF BUSINESS** **Adjournment**

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

77

78

79

80 Secretary / Assistant Secretary Chairman / Vice Chairman