

# **BULLFROG CREEK COMMUNITY DEVELOPMENT DISTRICT**

**May 14, 2019 Minutes of the Regular Meeting**

## **Minutes of the Regular Meeting**

The Public Hearing & Regular Meeting of the Board of Supervisors of the Bullfrog Creek Community Development District was held on **Thursday, May 14, 2019 at 11:00 a.m.** at the Christ the King Lutheran Church located at 11421 Big Bend Rd., Riverview, FL 33579.

### **1. CALL TO ORDER/ROLL CALL**

Nicole Hicks called the Regular Meeting of the Board of Supervisors of the Bullfrog Creek Community Development District to order on **Thursday, May 14, 2019 at 11:00 a.m.**

#### **Board Members Attending:**

Kelly Evans	Vice Chair
Laura Coffey	Supervisor
Ben Gainer	Supervisor

#### **Staff Members Present:**

Brian Lamb	Meritus
Nicole Hicks	Meritus

There were no members of the general public in attendance.

### **2. PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

### **3. BUSINESS ITEMS**

#### **A. Consideration of Resolution 2019-01; Changing Banks**

Ms. Hicks went over the resolution with the Board. The bank is currently Wells Fargo, and the resolution will change the bank to SunTrust.

<b>MOTION TO:</b>	Approve Resolution 2019-01.
<b>MADE BY:</b>	Supervisor Evans
<b>SECONDED BY:</b>	Supervisor Coffey
<b>DISCUSSION:</b>	None further
<b>RESULT:</b>	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

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45 **B. Consideration of Resolution 2019-02; Canvassing & Certifying the Results of the**  
46 **Landowners Election**  
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48 Ms. Hicks went over the resolution with the Board.  
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MOTION TO:	Approve Resolution 2019-02.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Gainer
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

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57 **C. Consideration of Resolution 2019-03; Designating Officers**  
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59 Ms. Hicks went over the resolution with the Board. Supervisor Evans will be the Chair, and  
60 Supervisor Harden will be the Vice Chair.  
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MOTION TO:	Approve Resolution 2019-03.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Gainer
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

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69 **D. Consideration of Resolution 2019-04; Approving Fiscal Year 2020 Proposed Budget &**  
70 **Setting Public Hearing**  
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72 Ms. Hicks went over the resolution and budget line items with the Board. The public hearing is set  
73 for August 13, 2019 at 11:00 a.m. at the same location. The Board, Ms. Hicks, and Mr. Lamb  
74 discussed the budget and reserves.  
75

MOTION TO:	Approve Resolution 2019-04.
MADE BY:	Supervisor Coffey
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

84 **E. Acceptance of Financial Report for Fiscal Year Ended September 30, 2018**

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86 Ms. Hicks went over the audit with the Board.  
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88	MOTION TO:	Accept the Financial Report for Fiscal Year Ended
89		September 30, 2018.
90	MADE BY:	Supervisor Evans
91	SECONDED BY:	Supervisor Gainer
92	DISCUSSION:	None further
93	RESULT:	Called to Vote: Motion PASSED
94		3/0 - Motion passed unanimously

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96 **F. Annual Disclosure of Qualified Electors**

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98 Ms. Hicks announced that Bullfrog Creek CDD had 379 qualified electors as of April 15, 2019.  
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101 **5. CONSENT AGENDA**

- 102 **A. Consideration of Minutes of the Board of Supervisors Public Hearing and Regular**  
103 **Meeting September 6, 2018**
- 104 **B. Consideration of Minutes of the Board of Supervisors Landowners Election November**  
105 **27, 2018**
- 106 **C. Consideration of Operation and Maintenance Expenditures August 2018**
- 107 **D. Consideration of Operation and Maintenance Expenditures September 2018**
- 108 **E. Consideration of Operation and Maintenance Expenditures October 2018**
- 109 **F. Consideration of Operation and Maintenance Expenditures November 2018**
- 110 **G. Consideration of Operation and Maintenance Expenditures December 2018**
- 111 **H. Consideration of Operation and Maintenance Expenditures January 2019**
- 112 **I. Consideration of Operation and Maintenance Expenditures February 2019**
- 113 **J. Consideration of Operation and Maintenance Expenditures March 2019**
- 114 **K. Review of Financial Statements Month Ending March 31, 2018**

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116 The Board reviewed the Consent Agenda items. Supervisor Evans asked about the Contech charges  
117 in the November 2018 O&Ms. Mr. Lamb will check on the details and get back to the Board.  
118 Supervisor Evans would like to see the invoices and financials on a monthly basis and then sign off  
119 on them rather than waiting until the meetings to see them all at once. Supervisor Evans also asked  
120 about the Spareem and WC Sherrill invoices in the March 2019 O&Ms.  
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MOTION TO:	Approve the Consent Agenda subject to the review of the Contech engineering services mentioned and its appropriateness in the operations and with the correction if it needs to go to debt services and the direct funding from SoHo.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

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**6. STAFF REPORTS**  
**A. District Counsel**  
**B. District Engineer**  
**C. District Manager**

The Board reviewed the management reports.

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**7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

Supervisor Evans asked about the insurance reimbursement for repairs regarding a vehicle hitting the monument and gates. Ms. Hicks provided an update. Supervisor Evans also asked about a pond that is currently under HOA maintenance but should be maintained by the CDD. She requested to go ahead and have the maintenance of the pond transferred to the District. Supervisor Evans then asked about doing an RFQ for engineering services. There is presently an interim engineer. The Board will plan to discuss engineering services in the August meeting. The Board also discussed getting a schedule for construction of the bridge.

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**8. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Coffey
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

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164 \*These minutes were done in summary format.

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166 \*The entire meeting is available on audio recording.

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168 \*Each person who decides to appeal any decision made by the Board with respect to any matter  
169 considered at the meeting is advised that person may need to ensure that a verbatim record of the  
170 proceedings is made, including the testimony and evidence upon which such appeal is to be based.

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172 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
173 meeting held on 08-13-19.

174 [Signature]

176 Signature

177 Kelly Evans

179 Printed Name

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181 Title:  
182  Chairman  
183  Vice Chairman

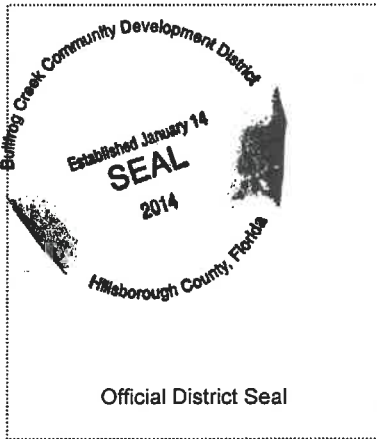
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Signature

Nicole Hicks

Printed Name

Title:  
 Secretary  
 Assistant Secretary



Recorded by Records Administrator

[Signature]

Signature

08-13-19

Date