

**BOGGY CREEK IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Boggy Creek Improvement District was called to order on Tuesday, June 18, 2019 at 3:30 p.m. at 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827. Members listed below constituted a quorum.

Richard Levey
Damon Ventura
Heather Isaacs

Chair
Vice-Chair
Assistant Secretary

Also, attending:

Jennifer Walden
Lynne Mullins
Tucker Mackie
Jeff Newton
Larry Kaufmann

PFM
PFM
Hopping Green & Sams (via phone)
Donald W. McIntosh Associates
Construction Supervisor

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for any public comments on any agenda items.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes
of the May 21, 2019 Board of
Supervisors' Meeting**

Board Members reviewed the minutes from the May 21, 2019 Board of Supervisors' Meeting.

On Motion by Ms. Isaacs, second by Mr. Ventura, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District approved the Minutes of the May 21, 2019 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of OUC
Nemours Parkway West and
Helios Drive Streetlight
Agreement – Tabled**

FIFTH ORDER OF BUSINESS

**Ratification of Requisition
Nos. 2018-81 – 2018-91
Approved in May 2019 in an
amount totaling \$163,216.21**

Board Members reviewed Requisition Nos. 2018-81 – 2018-91 approved in May 2019 in an amount totaling \$163,216.21. Ms. Walden noted that these have already been approved and paid and just need to be ratified by the Board.

On Motion by Mr. Ventura, second by Ms. Isaacs, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified Requisition Nos. 2018-81 – 2018-91 approved in May 2019 in an amount totaling \$163,216.21.

SIXTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures
Paid in May 2019 in amount
totaling \$119,623.67**

Board Members reviewed the Operation & Maintenance expenditures paid in May 2019 in the amount totaling \$119,623.67. Ms. Walden noted that these have already been approved and paid and just need to be ratified by the Board.

On Motion by Mr. Ventura, second by Ms. Isaacs, with all in favor, the Board of Supervisors for the Boggy Creek Improvement District ratified the Operation and Maintenance expenditures paid in May 2019 in the amount totaling \$119,623.67.

SEVENTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed
Services**

Mr. Kaufmann stated that there were no work authorizations for this District.

EIGHTH ORDER OF BUSINESS

**Review of District’s Financial
Position and Budget to Actual
YTD**

Ms. Walden stated that no action is required. District staff is continuing to monitor the cash flow situation and the expenses each month.



**DONALD W. McINTOSH
ASSOCIATES, INC.**

MEMORANDUM

EXHIBIT A

DATE: June 18, 2019
TO: Boggy Creek Improvement District
Board of Supervisors
FROM: Donald W. McIntosh Associates, Inc.
District Engineer
RE: Construction Contract Status

Dear Board Members,

Please accept this correspondence as a current summary of our construction contract status. Listed below by project is a brief summary of recent contract activity. Copies of the latest Change Order logs are attached.

CIVIL ENGINEERS

Lake Nona Nemours Parkway West and Lift Station No. 10 – Jon M. Hall Company

LAND PLANNERS

Construction Status: The Contractor has substantially completed the project. The project is in close-out and the engineer’s certification of wastewater and reclaim systems completion has been submitted to the City. The final engineer’s certification is pending receipt of City’s wastewater and reclaim system approval and clearance.

SURVEYORS

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Lake Nona Boulevard Intersection Modifications: Tavistock Lakes Boulevard and Veterans Way – Jon M. Hall Company

Construction Status: This project is in close-out.

Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Nemours Parkway Phase 7 – Jr. Davis Construction, Inc.

2200 Park Ave. North

Construction Status: Installation of underground storm and sanitary sewer systems and pressure utilities (i.e., potable and reclaimed water systems) have been completed. Video inspection of the sanitary sewers is ongoing and anticipated to be finalized by the end of June. Video inspection of the storm sewers has been completed but not yet submitted for review. Contractor has completed installation of curb and gutter and lime rock base. Application of prime coat is complete and the first lift of asphalt is awaiting completion of acceptable sanitary and storm video inspections.

Winter Park, FL

32789-2355

Fax 407-644-8318

407-644-4068

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Memorandum

*Re: Boggy Creek Improvement District
Construction Contract Status*

June 18, 2019

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Change Order (C.O.) Status: None at this time.

Recommended Motion: None at this time.

Should there be any questions, please advise.

Thank you.

End of memorandum.

c: Larry Kaufmann
Scott Thacker
Troy Davidson
Rene Schneider
Lance Jackson
Tarek Fahmy

LAKE NONA SOUTH
Boggy Creek Improvement District
Nemours Parkway West and Lift Station No. 10
Jon M. Hall Company
Change Order Log

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date 1/5/18	To Board	Approval Date	Notes
						\$9,231,392.00			
<u>1</u> (RCO 1)	2/20/2018	Change Order per revised plans 12/18/17 - 1/4/18, and add 15 days	15	\$14,124.25	Approved	\$9,245,516.25	2/20/2018	2/20/2018	
<u>2</u> (RCO 2)	2/23/2018	Add Turn Lane Modifications at Tavistock Blvd and at Veterans Way	15	\$132,054.00	Approved	\$9,377,570.25	2/20/2018	2/20/2018	
<u>3</u> (RCO 5)	3/22/2018	Direct Owner Purchase Materials - Mack \$172,274.38, Ferguson \$854,545.14, Rinker \$279,532.54	0	(\$1,306,352.06)	Approved	\$8,071,218.19	4/17/2018	4/17/2018	
<u>4</u> (RCO 3)	2/20/2018	Change order Per Plan Revision dated 2/19/18. (For City requested changes to access road and precast materials.)	10	\$132,157.52	Approved	\$8,203,375.71	6/19/2018	6/19/2018	
<u>5</u> (RCO 7)	5/4/2018	Change Subcontractor for Telecom Conduit (telecom conduit to be funded by developer)	0	(\$103,532.32)	Approved	\$8,099,843.39	6/19/2018	6/19/2018	
<u>6</u> (RCO 4)	4/3/2018	Off-site road modifications per City plan review comments.	15	\$75,421.10	Approved	\$8,175,264.49	6/19/2018	6/19/2018	
7 (RCO 6)	5/4/2018	Utility stub-outs requested by the Town Center engineer.	5	\$27,142.20	Approved	\$8,202,406.69	7/17/2018	7/17/2018	
8 (RCO 8)	6/8/2018 revised on 7/31/18	Addition of median to Nemours West and associated changes.	55	\$263,540.66	Approved	\$8,465,947.35	8/23/2018	8/23/2018	
9 (RCO 11)	8/14/2018	Landscape / Irrigation revised Irrigation fittings	0	\$20,126.64	Approved	\$8,486,073.99	8/23/2018	8/23/2018	
10 (RCO 12)	8/15/2018	Forcemain Wet Relocation	3	\$10,187.40	Approved	\$8,496,261.39	8/23/2018	8/23/2018	
11 (RCO 10)	7/17/2018	Landscape / Irrigation revised Landscape plans	20	\$25,717.62	Approved	\$8,521,979.01	10/16/2018	10/16/2018	
12 (RCO 13)	8/24/2018	Add paving per revision #6, Add water per RFI #26, Add sleeving per Owners request.	2	\$6,262.80	Approved	\$8,528,241.81	10/16/2018	10/16/2018	
13 (RCO 16)	10/16/2018	Earthwork - Soil Fracturing	10	\$14,141.28	Approved	\$8,542,383.09	10/16/2018	10/16/2018	
14 (email)	11/9/2018	Add Stop Bar	0	\$1,600.00	Approved	\$8,543,983.09	11/19/2018	11/19/2018	

**LAKE NONA SOUTH
Boggy Creek Improvement District
Nemours Parkway West and Lift Station No. 10
Jon M. Hall Company
Change Order Log**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date 1/5/18	To Board	Approval Date	Notes
<u>15</u> (RCO 19)	2/21/2019	Install HC Ramps at lift station drive per RFI #38	2	\$3,570.00	Approved	\$8,547,553.09	3/19/2019	3/19/2019	
<u>16</u> (RCO 20)	4/11/2019	Option 1: Hardwired electrical service at Lift Station	40	\$15,582.54	Approved	\$8,563,135.63	4/16/2019	4/16/2019	

**LAKE NONA SOUTH
Boggy Creek Improvement District
Lake Nona Blvd. Traffic Signal Modification at Tavistock Lakes Blvd and Veterans Way Roadway
Change Order Log
Jon M. Hall Company**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes

**LAKE NONA SOUTH
Greenway Improvement District
Nemours Parkway Phase 7
Change Order Log
Jr. Davis**

C.O. #	Date	Description of Revision	Additional Days	Amount	Status	New Contract Amount Original Contract Date	To Board	Approval Date	Notes
						\$6,312,276.78			
1	2/8/2019	Contract adjustment for revision to include scope of work for addendums/plans issued after bid date.		\$ 161,445.97	Approved	\$ 6,473,722.75	2/19/2019	2/19/2019	
2	5/20/2019	Add sanitary and reclaim service laterals intended to serve the Nemours Childrens's Hospital.		\$ 12,879.00	Approved	\$ 6,486,601.75	5/21/2019	5/21/2019	

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel - No report.

District Manager - Ms. Walden noted that the next meeting is scheduled for Tuesday, July 16 2019.

District Engineer - Mr. Newton distributed the Construction Status Memorandum (Minutes Exhibit A). Regarding Lake Nona Nemours Parkway West and Lift Station No. 10, the Contractor has substantially completed the project. The project is in close-out and the engineer's certification of wastewater and reclaim systems completion has been submitted to the City.

Regarding Lake Nona Boulevard Intersection Modifications at Tavistock Lakes Boulevard and at Veterans Way, this project is in close-out.

Nemours Parkway Phase 7 will be ready to be paved soon, as soon as the sewer videos get approved by the City.

Construction Supervisor - No Report

TENTH ORDER OF BUSINESS

**Supervisor and Audience
Comments & Adjournment**

There were no Supervisor requests or audience comments. Dr. Levey requested a motion to adjourn.

On Motion by Ms. Isaacs, second by Mr. Ventura, with all in favor, the June 18, 2019 Meeting of the Board of Supervisors for the Boggy Creek Improvement District was adjourned.



Secretary/Assistant Secretary



Chair/Vice Chair