

**MINUTES OF MEETING
BOYETTE PARK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Boyette Park Community Development District held a Regular Meeting on April 25, 2022 at 6:00 p.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Drive, Riverview, Florida 33578.

Present at the meeting, were:

Anita Poellnitz	Chair
David Puzzo	Assistant Secretary
Bob Windheuser	Assistant Secretary
David Allen	Assistant Secretary

Also present, were:

Kristen Suit	District Manager
Lindsay Whelan (via telephone)	District Counsel
Chris Fisher (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 6:00 p.m. Supervisors Poellnitz, Puzzo, Windheuser and Allen were present, in person. Supervisor Bertram was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2022-02, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Suit presented Resolution 2022-02. She stated that to maintain the necessary first quarter working capital, there must be an increase in assessments and called attention to the two forms of the proposed Fiscal Year 2022/2023 budget. One version reflects the increase in assessments and the other does not. She reviewed the proposed Fiscal Year 2023 budget containing the necessary increase in assessments and discussed any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any changes. Total expenditures amount to \$90,395 and the current O&M assessment would increase by from \$217.36 to \$254.90 per unit. Ms. Suit responded to questions regarding the “Unassigned” line item on Page 1, unanticipated expenses, building reserves and wording of the Mailed Notice to property owners.

On MOTION by Mr. Allen and seconded by Mr. Puzzo, with all in favor, Resolution 2022-02, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 25, 2022 at 6:00 p.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Drive, Riverview, Florida 33578; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Ms. Suit presented Resolution 2022-03 and read the title. Asked about the difference between a Landowners’ meeting and a regular meeting, Ms. Suit stated the Landowners’ meeting involves the casting of ballots to elect Board Members. A regular meeting involves conducting CDD business.

On MOTION by Mr. Windheuser and seconded by Mr. Puzzo, with all in favor, Resolution 2022-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Designating a Date, Time and Location for a Landowners’ Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date

Ms. Suit presented Resolution 2022-04 and read the title.

On MOTION by Mr. Windheuser and seconded by Mr. Puzzo, with all in favor, Resolution 2022-04, Designating a Date, Time and Location of November 28, 2022 at 6:00 p.m., at the Hilton Garden Inn Tampa/Riverview/Brandon, 4328 Garden Vista Drive, Riverview, Florida 33578 for a Landowners’ Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-05, Authorizing and Approving the Change of Designated Registered Agent and the Registered Office of the Boyette Park Community Development District

Ms. Suit presented Resolution 2022-05. Ms. Whelan stated that this is an administrative “cleanup” item. She remains the Registered Agent but at a new firm with a different location.

On MOTION by Mr. Allen and seconded by Mr. Puzzo, with all in favor, Resolution 2022-05, Authorizing and Approving the Change of Designated Registered Agent and the Registered Office of the Boyette Park Community Development District, was adopted.

SEVENTH ORDER OF BUSINESS

Discussion/Consideration: Clearview Land Design, P.L., Stormwater Needs Analysis Report

Mr. Allen stated that he will conduct a walkthrough of the property on Thursday for turnover purposes. He asked for Mr. Fisher’s feedback on any items that might have been incorrectly installed that should not be the HOA’s responsibility and to elaborate on the appropriate way to prevent lake bank erosion.

Mr. Fisher discussed the following items:

- Illicit discharges and pond bank erosion concerns and recommended directing roof runoff away from pond banks to prevent erosion.
- Leaving some of the vegetation along the pond bank for longer periods was recommended, as more vegetation allows for better stabilization.
- Based on the overall condition of the stormwater pipes, the pipes will not need to be replaced in the next 20 years.
- The overall master drainage plan shows how the stormwater system functions throughout the community.
- The Report will be submitted to Hillsborough County by the June 30, 2022 deadline and the County will submit it to the Florida Department of Environmental Protection (FDEP) by July 31, 2022.

Ms. Suit’s asked Mr. Fisher to have the transmittal letter and a copy of the certified mail receipt emailed to Management’s office. Asked about the Report’s conclusion, Mr. Fisher stated that the Report is shows what the maintenance budget will be in five-year increments and whether any of the infrastructure needs to be replaced over the next 20 years. Ms. Suit asked Mr. Fisher to prepare a summary of the Report for the HOA.

Discussion ensued regarding the Stormwater Needs Analysis Report, maintenance costs, illicit discharges, best management practices (BMPs), littoral zones, educating residents, living shorelines, Juniper Landscaping, damage to the outfalls, responsibility for repairs, the Southwest Florida Water Management District (SWFWMD) and control structures. Per the Board, Mr. Fisher to provide information about BMPs and additional details for the newsletter.

Mr. Fisher was asked to amend the Report as follows:

Page 7, “Littoral zone plantings”: Change “Yes” to “No”

Under “Living shorelines”: Change Current from “yes” to “no” and insert "Yes" for Planned

On MOTION by Mr. Allen and seconded by Mr. Puzzo, with all in favor, the Clearview Land Design, P.L., Stormwater Needs Analysis Report, as amended, was approved.

EIGHTH ORDER OF BUSINESS

Discussion: Inspection Results/Repairs in Areas of Concern (Erosion, Control Structures and Culverts)

Ms. Suit asked if the Board would like the District Engineer to elaborate on the erosion issues and repairs.

Mr. Fisher reported the following:

- A colleague from his office met with George, walked through the site and conferred about the areas of concern.
- One of the mitered end sections in a pond in the southwest corner had substantial damage and appeared unsafe, in that it had a vertical crack that was concerning.
- George asked that Staff recommend vendors for the repair work.
- Other minor erosion items were noted that require additional stabilization. Staff is contacting additional vendors to examine the areas of concern and provide cost estimates for the repairs.

Asked if the repairs are items that the contractor should have installed differently to avoid the erosion or cracking, Mr. Fisher stated that he witnessed and certified the installation and nothing was done incorrectly; rather, things naturally erode over time. He will check if the work could be warrantied.

Discussion ensued about whether the HOA or the CDD is responsible for the repairs.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2022

Ms. Suit presented the Unaudited Financial Statements as of March 31, 2022.

On MOTION by Mr. Allen and seconded by Mr. Puzzo, with all in favor, the Unaudited Financial Statements as of March 31, 2022, were accepted.

TENTH ORDER OF BUSINESS

Approval of February 28, 2022 Regular Meeting Minutes

Ms. Suit presented the February 28, 2022 Regular Meeting Minutes.

The following change was made:

Line 111: Change "CDD" to "HOA"

On MOTION by Mr. Windheuser and seconded by Mr. Allen with all in favor, the February 28, 2022 Regular Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

There was no report.

B. District Engineer: *Clearview Land Design, P.L.*

There was nothing further to report.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: July 25, 2022 at 6:00 P.M.**

- **QUORUM CHECK**

Supervisors Poellnitz and Windheuser confirmed their attendance at the July 25, 2022 meeting.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Windheuser and seconded by Mr. Puzzo, with all in favor, the meeting adjourned at 7:16 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair