

GREENWAY IMPROVEMENT DISTRICT BOARD OF SUPERVISORS' MEETING MINUTES

FIRST ORDER OF BUSINESS

Roll Call to Confirm a Quorum

The Board of Supervisors' Meeting for the Greenway Improvement District was called to order on Tuesday, May 17, 2022, at 2:30 p.m. at Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson
Amanda Kost	Assistant Secretary
Antoinette Munroe	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Tucker Mackie	Kutak Rock	
Jeff Newton	Donald W. McIntosh Associates	
Larry Kaufmann	Construction Supervisor & Construction Committee Member	
Scott Thacker	District Landscape Supervisor	
Matt McDermott	Construction Committee Member	
Aaron Wilbanks	Berman	

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden asked for any public comments. She noted there were no public comments.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the April 19, 2022, Board of Supervisors' Meeting

The Board reviewed the minutes of the April 19, 2022, Board of Supervisors' Meeting.

On Motion by Ms. Kost, second by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Minutes of the April 19, 2022, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Letter from Supervisor of Elections – Orange County

Ms. Walden explained that the District is required to state the number of registered voters on the record. As of April 15, 2022, there are 4,578 registered voters. No action is required.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, General Election

The Board reviewed Resolution 2022-02. Ms. Walden explained that Seat 2, currently held by Chad Tinetti, and Seat 3, currently held by Amanda Kost, are up for election through the General Election this November. Included as an exhibit is the ad that will be placed noting the qualifying period for candidates with the Orange County Supervisor of Elections. Ms. Mackie added that between June 13, 2022, and June 17, 2022, candidates must physically go to the Orange County Supervisor of Elections office to qualify.

On Motion by Ms. Kost, second by Mr. Tinetti, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2022-02, General Election.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Approving a Preliminary Budget for Fiscal Year 2023 and Setting a Public Hearing Date

Ms. Walden explained that the preliminary budgets are listed as an exhibit to the Resolution. For the O&M portion, District staff is suggesting approving expenses of \$647,919.38 with assessments remaining the same at \$539,954.71 and utilizing a carryforward of \$107,264.67. As a reminder, the District is approving the overall budget and the line items can be adjusted prior to the final budget being adopted. Ms. Walden noted that, along with approving the preliminary budget, District staff is also suggesting August 16, 2022, at 2:30 p.m. at the Courtyard by Marriott Orlando Lake Nona for the public hearing.

On Motion by Mr. Tinetti, second by Ms. Kost, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2022-03, Approving a Preliminary Budget for Fiscal Year 2023 and Setting a Public Hearing Date for August 16, 2022, at 2:30 p.m. at the Courtyard by Marriott Orlando Lake Nona, 6955 Lake Nona Blvd., Orlando, FL 32827.

SEVENTH ORDER OF BUSINESS

Ratification of Requisition Nos. 719 – 720 paid in April 2022 in an amount totaling \$653.50

The Board reviewed Requisition Nos. 719 – 720 paid in April 2022 in an amount totaling \$653.50. Ms. Walden noted these have been approved and need to be ratified by the Board.

On Motion by Ms. Kost, second by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition Nos. 719 – 720 paid in April 2022 in an amount totaling \$653.50.

EIGHTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in April 2022 in an amount totaling \$24,694.59

The Board reviewed Operation and Maintenance Expenditures paid in April 2022 in an amount totaling \$24,694.59. Ms. Walden noted these have been approved and need to be ratified by the Board.

On Motion by Ms. Kost, second by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Operation and Maintenance Expenditures Paid in April 2022 in an amount totaling \$24,694.59.

NINTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Mr. Kaufmann stated there were no Work Authorizations.

TENTH ORDER OF BUSINESS

Review of District's Financial Position and Budget to Actual YTD

Ms. Walden noted the District's Financial Statements are updated through April 30, 2022, with total expenses of \$318,000.00 vs. a budget of \$613,000.00. That equates to approximately 52% of the budget being spent. No action is required by the Board.

ELEVENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, June 21, 2022.

District Engineer – No Report

Construction Supervisor – No Report

District Landscape Supervisor – Mr. Thacker explained that he will be transitioning out of his role over the next couple of months but will be bringing Mr. Aaron Wilbanks, the Berman Landscape Manager, up to speed on District items. Ms. Mackie added that she will check the Personnel Leasing Agreement to see if it needs to be updated regarding naming a replacement for Mr. Thacker, and if so it will be brought back before the Board.

TWELFTH ORDER OF BUSINESS

Supervisor Requests & Adjournment

There were no Supervisor requests, so Ms. Walden requested a motion to adjourn.

On Motion by Ms. Kost, second by Ms. Munroe, with all in favor, the May 17, 2022, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson