

**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, June 21, 2022, at 2:31 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson
Karen Duerr	Vice-Chairperson
Amanda Kost	Assistant Secretary
Matthew Franko	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Tucker Mackie	Kutak Rock	
Jeffrey Newton	Donald W. McIntosh Associates	(via phone)
Larry Kaufmann	Construction Supervisor	(via phone)
Matt McDermott	Construction Committee Member	
Ryan Dugan	Kutak Rock	

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Walden called for public comments. There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
May 17, 2022, Board of Supervisors'  
Meeting**

The Board reviewed the Minutes of the May 17, 2022, Board of Supervisors' Meeting.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Minutes of the May 17, 2022, Board of Supervisors' Meeting.

**FOURTH ORDER OF BUSINESS**

**Review and Acceptance of Fiscal Year  
2021 Audit Draft**

Ms. Walden noted that District staff and the Chair have reviewed and provided edits to the auditor. She noted it was a standard and clean audit, with no deficiencies in internal controls that would be considered material weaknesses. She clarified that this is just a draft, and the final audit has not been received. Ms. Mackie noted that the filing requirement is at the end of the month and so it must be turned over to the auditor general by the end of the month.

On motion by Ms. Duerr, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Greenway Improvement District accepted the Fiscal Year 2021 Audit Draft.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of OUC Streetlight Agreement Transfers**

- a) Centerline
- b) Landon House
- c) Laureate Blvd at Unit 1C
- d) Nemours Parkway Phase 7
- e) Pixon
- f) Tavistock Lakes Blvd Cobra

Ms. Walden explained that there are six Streetlight Agreement Transfers. Mr. Kaufmann recommended approving all of the agreements together. He noted that all the agreements are the same and include the existing lighting agreement with OUC. These streetlights were all previously approved and accepted by the Greenway ID and are being transferred on the OUC books to the Midtown ID. Ms. Kost asked if the financial changes associated with this transfer were already factored into the budget. Ms. Walden responded that yes, this was already factored into the budget, and this is the process for how those streetlights get transferred from the Greenway ID to the Midtown ID. Ms. Duerr asked if the District owns the streetlights. Ms. Mackie responded that there is a long-term lease agreement with OUC, through which the District pays for the operational aspects of the streetlights. These agreements would transfer the lease agreements to the Midtown ID. Ms. Mackie added that there is an additional charge the District has been paying due to it being an enhanced lighting improvement.

On motion by Ms. Duerr, seconded by Ms. Kost, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the OUC Streetlight Agreement Transfers for Centerline, Landon House, Laureate Blvd at Unit 1C, Nemours Parkway Phase 7, Pixon and Tavistock Lakes Blvd Cobra.

#### **SIXTH ORDER OF BUSINESS**

#### **Ratification of Requisition Nos. 721 – 722 Paid in May 2022 in an amount totaling \$314.75**

Ms. Walden noted that these Requisitions have been approved and need to be ratified by the Board.

On motion by Mr. Tinetti, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition Nos. 721 – 722 Paid in May 2022 in an amount totaling \$314.75.

#### **SEVENTH ORDER OF BUSINESS**

#### **Ratification of Operation and Maintenance Expenditures Paid in May 2022 in an amount totaling \$77,872.38**

Ms. Walden noted that these Operation and Maintenance Expenditures have been approved and need to be ratified by the Board.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified the Operation and Maintenance Expenditures Paid in May 2022 in an amount totaling \$77,872.38.

#### **EIGHTH ORDER OF BUSINESS**

#### **Recommendation of Work Authorization/Proposed Services**

Mr. Kaufmann noted that there are no recommendations.

#### **NINTH ORDER OF BUSINESS**

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

The Board reviewed the District's Financial Statements through May 31, 2022. Ms. Walden noted that the District has expenses of \$365,000.00 vs. a budget of \$613,000.00 which is about 60% of the total budget.

#### **TENTH ORDER OF BUSINESS**

#### **Staff Reports**

District Counsel –

Ms. Mackie stated that all the Board members qualified unopposed. They will begin their new terms the second Tuesday following the election.

Mr. Tinetti asked about what the penalty would be if the District wanted to terminate their OUC lighting agreement. Ms. Mackie believes it might be that the District would have to pay for the balance as it was amortized, but she would have to check.

District Manager –

Ms. Walden noted that the next meeting is scheduled for Tuesday, July 19, 2022.

District Engineer –

No report.

Construction Supervisor –

No report.

Landscape Supervisor –

Mr. McDermott noted that the yearly enhancements for the Greenway ID began this week. He noted some of the work being done includes work on intersection corners and items to address safety concerns,

Irrigation Supervisor –

No report.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Supervisor Requests**

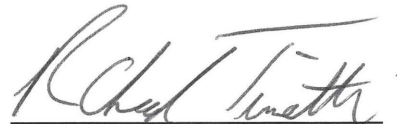
There were no supervisor requests.

#### **TWELFTH ORDER OF BUSINESS**

#### **Adjournment**

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor the June 21, 2022, meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.

  
Secretary / Assistant Secretary

  
Chairperson / Vice Chairperson