

Greeneway Improvement District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900

www.greenewayid.org

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Greeneway Improvement District ("District"), scheduled to be held at **2:30 p.m. on Tuesday, December 13, 2022, at Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

District Staff, please use the following information to join via computer or the conference line:

Phone: 1-844-621-3956 Computer: pfgroup.webex.com Participant Code: 796 580 192#

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the November 15, 2022, Board of Supervisors' Meeting**

Business Matters

2. **Ratification of Requisition Nos. 732 – 733 Paid in November 2022 in an amount totaling \$190.75** (*provided under separate cover*)
3. **Ratification of Operation and Maintenance Expenditures Paid in November 2022 in an amount totaling \$6,999.61** (*provided under separate cover*)
4. **Recommendation of Work Authorizations/Proposed Services** (*if applicable*)
5. **Review of District's Financial Position and Budget to Actual YTD** (*provided under separate cover*)

Other Business

- A. Staff Reports
 1. District Counsel
 2. District Manager
 3. District Engineer
 4. Construction Supervisor
 5. Landscape Supervisor
 6. Irrigation Supervisor
- B. Supervisor Requests

Adjournment



GREENEWAY IMPROVEMENT DISTRICT

**Minutes of the November 15, 2022
Board of Supervisors' Meeting**

**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, November 15, 2022, at 2:30 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson
Karen Duerr	Vice Chair
Matthew Franko	Assistant Secretary
Antoinette Munroe	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Jorge Jimenez	PFM	
Tucker Mackie	Kutak Rock	
Jeffrey Newton	Donald W. McIntosh Associates	(via phone)
Matt McDermott	Construction Committee Member	(joined at 2:33 p.m.)
Ryan Dugan	Kutak Rock	
Aaron Wilbanks	Berman	

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden called for public comments. She noted there were no members of the public present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
October 18, 2022, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the October 18, 2022, Board of Supervisors' Meeting.

On motion by Ms. Duerr, seconded by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Minutes of the October 18, 2022, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2023-02,
Adopting an Amended Budget for FY
2022**

Ms. Walden stated several of the line items went over the amount in the Budget Resolution by greater than the allowable threshold, which is the greater of \$15,000.00 or 15%. Due to this, the Board needs to adopt an amended budget for Fiscal Year 2022. The overall budget total was the same as the adopted budget,

but some line items were adjusted upward and some were adjusted downward. This resolution is required to make sure the District is compliant with the audit.

On motion by Mr. Tinetti, seconded by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2023-02, Adopting an Amended Budget for FY 2022.

FIFTH ORDER OF BUSINESS

Ratification of Requisition Nos. 730 - 731 Paid in October 2022 in an amount totaling \$302.25

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

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition Nos. 730 – 731 Paid in October 2022 in an amount totaling \$302.25.

SIXTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid October 2022 in an amount totaling \$52,477.92

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

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified the Operation and Maintenance Expenditures Paid in October 2022 in an amount totaling \$52,477.92.

SEVENTH ORDER OF BUSINESS

Recommendation of Work Authorization/Proposed Services

There were no Work Authorizations.

EIGHTH ORDER OF BUSINESS

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

The Board reviewed the District's Financial Statements through October 2022. Ms. Walden noted that for the first month of the Fiscal Year the District has spent \$31,000.00 of the budget of \$631,000.00.

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden noted the next meeting was scheduled for the 2nd Tuesday of the month, which is December 13, 2022.

District Engineer – No report.

Construction Supervisor – Not present.

Landscape Supervisor – Mr. Wilbanks stated the District did well during Tropical Storm Nicole. There was a small tree that went down, but it was stood up at no cost.

Irrigation Supervisor – No report.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Franko asked if the Board could circulate a how to for the new roundabout by Publix if it falls within the District. Ms. Mackie replied that the District doesn't have a distribution point, and this is a City of Orlando right-of-way. Ms. Duerr stated she could ask about putting information in the Tavistock newsletter.

ELEVENTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Duerr, seconded by Ms. Munroe, with all in favor the November 15, 2022, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

GREENEWAY IMPROVEMENT DISTRICT

**Requisition Nos. 732 – 733 Paid in November 2022
in an amount totaling \$190.75**
(provided under separate cover)

GREENEWAY IMPROVEMENT DISTRICT

**Operation and Maintenance Expenditures Paid in
November 2022 in an amount totaling \$6,999.61**
(provided under separate cover)

GREENEWAY IMPROVEMENT DISTRICT

Work Authorizations/Proposed Services
(if applicable)

GREENEWAY IMPROVEMENT DISTRICT

**District's Financial Position and
Budget to Actual YTD**
(provided under separate cover)