

**GREENEWAY 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, February 21, 2023, 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	(joined at 2:33 p.m.)
Amanda Kost	Assistant Secretary	
Antoinette Munroe	Assistant Secretary	(via phone)

Also attending:

Jennifer Walden	PFM	(via phone)
Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Jorge Jimenez	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Larry Kaufmann	Construction Supervisor	(via phone)
Matt McDermott	Construction Committee Member	
Tucker Mackie	Kutak Rock	(joined at 2:33 p.m. via phone)
Samantha Sharenow	Berman	
Katie Harmer	Berman	

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
December 13, 2022, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the December 13, 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 December 13, 2022, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Ratification of Pressure Washing
Proposal with Berman**

Ms. Mullins explained that District staff reached out to several vendors for proposals. The first one came in with an overall cost of \$14,400.00 as they didn't split it out for each District, the second was from Kendrick

for \$1,350.00 and the last one was from TRT Home Services at \$5,325.00. This was a time sensitive item, so Mr. Tinetti approved going with Berman at a cost of \$1,320.00 outside of a meeting.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified the Pressure Washing Proposal with Berman.

FIFTH ORDER OF BUSINESS

Ratification of Requisition Nos. 734 – 737 Paid in December 2022 in an amount totaling \$492.05

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

On motion by Ms. Duerr, seconded by Ms. Kost, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition Nos. 734 – 737 Paid in December 2022 in an amount totaling \$492.05.

SIXTH ORDER OF BUSINESS

Ratification of Requisition No. 738 Paid in January 2023 in an amount totaling \$48.40

Ms. Mullins noted that this Requisition has been approved and needs to be ratified by the Board.

On motion by Ms. Duerr, seconded by Ms. Kost, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition No. 738 Paid in January 2023 in an amount totaling \$48.40.

Ms. Mullins noted that Mr. Franko joined the meeting at 2:33 p.m.

SEVENTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in December 2022 in an amount totaling \$47,526.98

Ms. Mullins noted that these 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 Operation and Maintenance Expenditures Paid in December 2022 in an amount totaling \$47,526.98.

EIGHTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in January 2023 in an amount totaling \$24,751.25

Ms. Mullins noted that these 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 Operation and Maintenance Expenditures Paid in January 2023 in an amount totaling \$24,751.25.

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

The Board reviewed the District's Financial Statements through January 2023. Ms. Mullins noted that the District has spent \$150,000.00 versus a budget of \$631,000.00 which is roughly 24% of the total budget.

ELEVENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Mullins noted the next meeting is scheduled for March 21, 2023.

District Engineer – No report.

Construction Supervisor – No report.

Landscape Supervisor – Ms. Sharenow shared that there is a tree down on Benavente that will need to be addressed and she is waiting for the proposal from BrightView. Discussion ensued regarding the need to replace the wax myrtle and the available funds in the budget.

On motion by Ms. Kost, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Greenway Improvement District approved a not-to-exceed amount of \$10,000.00 for cleanup and replanting the down tree.

Ms. Mullins introduced the Board to Samantha Sharenow and Katie Harmer with Berman as they will be replacing Aaron Wilbanks for the landscaping items. They are meeting with the landscapers regularly and getting items organized and cleaned up.

Irrigation Supervisor – No report.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Kost, seconded by Mr. Tinetti, with all in favor the February 21, 2023, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson