

**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, July 18, 2023, at 2:30 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson	
Matthew Franko	Assistant Secretary	
Amanda Kost	Assistant Secretary	
Antoinette Munroe	Assistant Secretary	(via phone)

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	
Amanda Lane	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Matt McDermott	Construction Committee Member	
Tucker Mackie	Kutak Rock	
Ryan Dugan	Kutak Rock	
Samantha Sharenow	Berman	(via phone)
Chris Wilson	Tavistock	

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
June 20, 2023, Board of Supervisors'
Meeting**

The Board reviewed the minutes of the June 20, 2023, Board of Supervisors' Meeting.

On motion by Ms. Kost, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Minutes of the June 20, 2023, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2023-07,
Approving an Annual Meeting
Schedule for Fiscal Year 2024**

Ms. Walden stated this Resolution sets the meeting schedule for the Board of Supervisors' and the Construction Committee for the next Fiscal Year. For the Board of Supervisors' Meeting schedule, District staff is recommending keeping the meetings on the third Tuesday of each month at 2:30 p.m. at this location, except for November, December and March, which would use the second Tuesday of the month.

For the Construction Committee Meeting schedule, District staff is recommending keeping the meetings on the second Thursday of the month at 3:30 p.m. at the Tavistock office.

On motion by Mr. Tinetti, seconded by Ms. Kost, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2023-07, Approving an Annual Meeting Schedule for Fiscal Year 2024 with the Board of Supervisors' Meetings held on the third Tuesday of each month at 2:30 p.m. at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827, except for November, December and March, which would be held on the second Tuesday of the month, and the Construction Committee Meetings held on the second Thursday of each month at 3:30 p.m. at the Tavistock offices, 6900 Tavistock Lakes Blvd, Suite 200, Orlando, FL 32827.

FIFTH ORDER OF BUSINESS

Consideration of Trail Repair Proposals

Ms. Sharenow stated District staff is working on a larger project for all of Lake Nona with the vendor. The vendors were out, they looked at everything and have all the information. She noted that she is pushing to have the numbers before the end of the week. Ms. Walden stated the team is still working on getting proposals so District staff will add this back on the August meeting agenda.

Discussion ensued regarding the cause of the damage to the trail could be from pool vendors.

Ms. Mackie stated what District Counsel has done in these situations is when the HOA receives a request under their ARC guidelines the HOA would enter into a license agreement where they also go ahead and escrow money with the District for the cost of a repair. Then if it's not needed, the District refunds it back to the homeowner.

SIXTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in June 2023 in an amount totaling \$29,363.46

The Board reviewed the Operation and Maintenance Expenditures paid in June 2023.

On motion by Ms. Kost, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Operation and Maintenance Expenditures Paid in June 2023 in an amount totaling \$29,363.46.

SEVENTH ORDER OF BUSINESS

Ratification of Requisition No. (Series 2023) 1, 2 & 4 Paid in June 2023 in an amount totaling \$434,738.15

The Board reviewed Requisition Nos. 1, 2 and 4. Ms. Mackie noted that Requisition 4 is for Holland & Knight, which is the law firm that serves as the escrow agent for the Interchange acquisition, and the Requisition amount was for Greenway ID's portion.

On motion by Ms. Kost, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition No. (Series 2023) 1, 2 & 4 Paid in June 2023 in an amount totaling \$434,738.15.

EIGHTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Ms. Walden stated there were no Work Authorizations.

NINTH ORDER OF BUSINESS

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

The Board reviewed the District's Financial Statements through June 2023. Ms. Walden noted that the District has spent almost \$367,000.00 versus a budget of \$631,000.00 which is roughly 58% of the total budget spent.

TENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden noted the next Board meeting is Tuesday, August 15th, 2023, at the Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827 where the District will adopt the final budget for Fiscal Year 2024.

District Engineer – No report.

Construction Supervisor – No report.

Landscape Supervisor – Ms. Sharenow stated District staff is working with the Contractor on some major weed issues. She added that she just sent over about five minor proposals for some small enhancements and replacement of turf, a total amount of around \$4,300.00. The Board asked Ms. Sharenow to provide pictures of the areas that the proposals were sent over for. Ms. Walden noted that the Chairman can sign off on these items outside of a meeting to keep the projects moving forward.

Irrigation Supervisor – No report.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Kost asked if the Board can consider a water fountain along the trails. Mr. Tinetti stated the Developer is currently working with the City to add water fountains to the trails. Mr. Wilson confirmed that is the case and the team is currently working through some hurdles to get this project completed.

TWELFTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Kost, seconded by Mr. Franko, with all in favor the July 18, 2023, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson