

Greenway Improvement District

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

www.greenwayid.org

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Greenway Improvement District ("District"), scheduled to be held at **2:30 p.m. on Tuesday, December 12, 2023, at 6900 Tavistock Lakes Blvd. Ste 200, 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: pfmgroup.webex.com Participant Code: 2531 126 0013#

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm a Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the November 14, 2023, Board of Supervisors' Meeting**

Business Matters

2. **Notice of Construction Committee Member Resignation**
3. **Ratification of Operation and Maintenance Expenditures Paid in November 2023 in an amount totaling \$44,176.89 (*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 14, 2023
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 14, 2023, at 2:31 p.m. at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

Present:

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

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	
Jorge Jimenez	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	(via phone)
Tucker Mackie	Kutak Rock	(via phone)
Samantha Sharenow	Berman	(via phone)
Dan Young	Tavistock	joined at 2:32 p.m.
DJ Batten	Berman	(via phone)

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 17, 2023, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the October 17, 2023, Board of Supervisors' Meeting.

On motion by Ms. Munroe, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Minutes of the October 17, 2023, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Adopting an Amended Budget for FY
2023**

Ms. Walden stated this is a cleanup item for the auditors as the District did go over the \$15,000.00 threshold per the Budget Resolution for one of the line items. She noted the changes are highlighted, and the amended budget is an exhibit to this Resolution.

On motion by Ms. Munroe, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2024-01, Adopting an Amended Budget for FY 2023.

FIFTH ORDER OF BUSINESS

Ratification of Non-Ad Valorem Assessment Administration Agreement

Ms. Walden stated this is an annual agreement with the Property Appraiser for the District to go on roll. She noted to meet the required deadline the Chair executed this outside of a meeting.

On motion by Mr. Franko, seconded by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified the Non-Ad Valorem Assessment Administration Agreement.

SIXTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in October 2023 in an amount totaling \$50,015.03

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

On motion by Mr. Franko, seconded by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Operation and Maintenance Expenditures paid in October 2023 in an amount totaling \$50,015.03.

SEVENTH ORDER OF BUSINESS

Ratification of Requisition No. (Series 2023) 15 – 18 Paid in October 2023 in an amount totaling \$743.35

The Board reviewed Requisition No. (Series 2023) 15 – 18.

On motion by Mr. Franko, seconded by Ms. Munroe, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Requisition No. (Series 2023) 15 – 18 paid in October 2023 in an amount totaling \$743.35.

EIGHTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed Services**

Ms. Walden noted 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 October 2023. Ms. Walden noted that this is the start of Fiscal Year 2024 and the District has spent roughly \$45,000.00 versus a budget of \$634,000.00. That equates to approximately 7% 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, December 12, 2023.
- District Engineer – No report.
- Construction Supervisor – No report.
- Landscape Supervisor – No report.
- Irrigation Supervisor – No report.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Munroe stated stop signs are being ran on Nemours Parkway and asked if anything can be done about bringing attention to those stop signs with flashing lights. Mr. Young replied that those items will need to be addressed with the City.

Mr. Franko asked about the oak tree that was hit and when will it be replaced. Mr. Batten replied that replacement will be completed before the end of the month.

TWELFTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Munroe, seconded by Mr. Franko, with all in favor the November 14, 2023, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

GREENEWAY IMPROVEMENT DISTRICT

**Notice of Construction Committee
Member Resignation**

November 3, 2023

Lake Nona Family of Districts

C/O PFM Consulting LLC.

3501 Quadrangle Blvd, STE 270

Orlando, FL 32817

To Whom it May Concern:

Please accept this letter as formal notification of my resignation from my position on the Construction Committee for the Lake Nona Family of Districts. My last day of work will be November 3, 2023 and appreciate the opportunities provided during my time here.

Thank you,

Matthew McDermott

GREENEWAY IMPROVEMENT DISTRICT

**Operation & Maintenance Expenditures Paid in
November 2023 in an amount totaling \$44,176.89**
(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)