

**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, December 12, 2023, at 2:32 p.m. at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson	
Karen Duerr	Vice Chairperson	
Matthew Franko	Assistant Secretary	
Amanda Kost	Assistant Secretary	(via phone)
Antoinette Munroe	Assistant Secretary	(via phone at 2:33 p.m.)

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	
Jorge Jimenez	PFM	
Amanda Lane	PFM	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Greg Platt	Donald W. McIntosh Associates	
Tucker Mackie	Kutak Rock	
Samantha Sharenow	Berman	(via phone)
Katie Harmer	Berman	(via phone)
Dan Young	Tavistock	
DJ Batten	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
November 14, 2023, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the November 14, 2023, Board of Supervisors' Meeting.

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Minutes of the November 14, 2023, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Notice of Construction Committee
Member Resignation**

Ms. Walden stated Mr. McDermott resigned as a Construction Committee Member and his resignation letter is included in the agenda packet. At this time, there is no recommendation from the team to fill the vacancy but once there is, it will be brought back to the Board.

Ms. Munroe joined the meeting in progress at 2:33 p.m. via phone.

FIFTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures Paid in
November 2023 in an amount totaling
\$46,558.02**

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

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District ratified Operation and Maintenance Expenditures paid in November 2023 in an amount totaling \$46,558.02.

SIXTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed Services**

Ms. Walden noted there were no Work Authorizations.

SEVENTH 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 \$99,000.00 versus a budget of \$634,000.00. That equates to approximately 15% of the total budget spent.

EIGHTH ORDER OF BUSINESS

Staff Reports

- District Counsel – Ms. Mackie explained that the Board is required to do a yearly ethics training and information will be coming from their team regarding training that will be available. This is a new requirement and is self reported by checking a box on the Form 1 that Board Members fill out every June.
- District Manager – Ms. Walden noted the next Board Meeting is Tuesday, January 16, 2023.
- District Engineer – Mr. Newton introduced Mr. Platt who will be assisting him on District related items.
- Construction Supervisor – No report.
- Landscape Supervisor – No report.
- Irrigation Supervisor – No report.

NINTH ORDER OF BUSINESS

Supervisor Requests

Mr. Tinetti asked about the silt fence at the lift station on Tavistock Lakes Blvd. being removed. Mr. Batten stated the team will look into that.

TENTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Duerr, seconded by Mr. Tinetti, with all in favor the December 12, 2023, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson