

**GREENEWAY IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

Roll Call to Confirm Quorum

The Board of Supervisors' Meeting for the Greenway Improvement District was called to order on Tuesday, July 15, 2025, at 2:30 p.m. at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson	
Karen Duerr	Vice Chairperson	
Matthew Franko	Assistant Secretary	
Antoinette Munroe	Assistant Secretary	(via phone)

Also attending:

Jennifer Walden	PFM	
Blake Firth	PFM	(via phone)
Lynne Mullins	PFM	
Tucker Mackie	Kutak Rock	(via phone)
Jeffrey Newton	Donald W. McIntosh Associates	
Bob Schanck	Donald W. McIntosh Associates	
Carlos Negron	Berman	
DJ Batten	Berman	
Samantha Sharenow	Berman	
Eddie Padua	Berman	
Edgar Morales	Berman	
Will Stafford	Tavistock	

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden called for public comments. She noted there was no one from the public present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
June 17, 2025, Board of Supervisors'
Meeting**

The Board reviewed the minutes of the June 17, 2025, 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 June 17, 2025, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
May 20, 2025, RFP Meeting to Open
Responses for Landscape and
Irrigation Maintenance Services**

The Board reviewed the minutes of the May 20, 2025, RFP Meeting to Open Responses for Landscape and Irrigation Maintenance Services.

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 May 20, 2025, RFP Meeting to Open Responses for Landscape and Irrigation Maintenance Services.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Designating a Qualified Public Depository

Ms. Walden noted that the District currently uses City National Bank. However, District Staff is recommending switching to Valley Bank as City National Bank currently offers 0.01% interest and charges fees for wires and stop payments while Valley Bank offers 4% interest and does not charge any fees. She noted that after speaking to the Chair about this switch, City National Bank offered to increase their interest to 3.5% to 3.75% for the account. This increase is still lower than Valley Bank and District staff still recommends the switch.

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2025-04, Designating a Qualified Public Depository with Valley Bank.

SIXTH ORDER OF BUSINESS

Consideration of Responses Received in Response to Request for Qualifications for Construction Services

a) Construction Committee Recommendation Regarding Prequalification

Mr. Newton explained that the District received 13 responses to the Request for Qualifications for Construction Services, and the Construction Committee found them all to be qualified. This prequalification is for two years, with a two-year extension available.

On motion by Mr. Tinetti, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Construction Committee Recommendation to list all 13 Proposers, which include Carr & Collier, Inc., Cathcart Construction Company, Garney Companies, Inc., Gibbs and Register, Granite Construction Company, Hubbard Construction Company, JMHC, Inc., Jon M Hall Company, Jr. Davis Construction Company, Inc., Prime Construction Group, Inc., Southern Development & Construction, The Middlesex Corporation and Watson Civil Construction, Inc., as Pre-Qualified Contractors.

SEVENTH ORDER OF BUSINESS

Consideration of Award of Landscape and Irrigation Maintenance Services –

**Tavistock Lakes and Laureate
Boulevard & Nemours Parkway
a) Construction Committee
Recommendation**

Ms. Walden explained the District received seven bids in response to the Landscape and Irrigation Maintenance Services RFP. District staff and the Construction Committee reviewed the proposals and ranked them based on the evaluation criteria. She did note that ULS was disqualified as they did not provide the required bid bond. The Committee recommends moving forward with the highest ranked proposer for each section.

The Committee ranked the proposers the following:

Section 1 – Prince & Sons as #1, Juniper as #2, Cepra as #3, Helping Hand and LS Workshop as #4, and Yellowstone as #6.

Section 2 – Prince & Sons as #1, Juniper as #2, Cepra as #3, Helping Hand and LS Workshop as #4, and Yellowstone as #6.

Section 3 – Cepra as #1, Prince & Sons as #2, Juniper as #3, Helping Hand as #4, LS Workshop as #5, and Yellowstone as #6.

Discussion ensued regarding the lower price bid, concerns of their understanding, and the process in place with the performance bond and staff oversight.

On motion by Mr. Tinetti, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the recommended rankings from the Construction Committee for each Section for Landscape and Irrigation Maintenance Services – Tavistock Lakes and Laureate Boulevard & Nemours Parkway and for District staff to finalize an Agreement with the #1 proposer for each of the three Sections.

EIGHTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures Paid in
June 2025 in an amount totaling
\$66,553.70**

Ms. Walden noted these were already approved and are solely for ratification.

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 June 2025 in an amount totaling \$66,553.70.

NINTH ORDER OF BUSINESS

**Recommendation of Work
Authorizations/Proposed Services**

Ms. Walden reviewed the Work Authorization from BrightView to repair hog damage, in the amount of \$1,624.00.

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Work Authorization from BrightView, in the amount of \$1,624.00.

TENTH ORDER OF BUSINESS

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

Ms. Walden stated the financials are updated through June 2025. The District has spent approximately 69% of the budget so far this year. No action was required.

ELEVENTH ORDER OF BUSINESS

Staff Reports

District Counsel –

There was a request from the Board to tour the Greenway ID facilities, like the trail. Ms. Mackie noted this could be listed as an advertised Board Workshop. Ms. Walden will review possible dates.

District Manager –

Ms. Walden stated the next Board Meeting is scheduled for Tuesday, August 19, 2025, at 6:30 p.m., at Dockside. This meeting will be the Public Hearing on the budget and to increase assessments. This will be an in-person meeting only. She noted that the mailed notice and the advertisement will be completed soon.

Ms. Walden noted a resident has submitted a request for shoe reimbursement (Minutes Exhibit A) due to stepping in a hole in the ground due to an irrigation leak. Mr. Batten confirmed that this hole has been repaired. The total amount requested for reimbursement is \$191.70.

Discussion ensued regarding the reimbursement. Ms. Mackie noted there would be a waiver signed to release the District from any future liability related to that event.

On motion by Mr. Tinetti, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the resident reimbursement for shoes in the amount of \$191.70.

District Engineer –

No report.

Landscape Supervisor –

No report.

Construction Supervisor –

No report.

Irrigation Supervisor –

Mr. Batten gave an update on the tree trimming. He noted they are waiting until August to complete, due to less traffic.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Mr. Tinetti stated the caulking on the bridge at Laureate Boulevard has not been completed. Mr. Padua noted that a proposal is being finalized for the Board to consider.

Mr. Tinetti stated the "No Parking" striping in front of the fire hydrants on Nemours Parkway is fading and needs to be redone. Mr. Newton responded that this is part of the City's responsibilities.

Mr. Franko asked about the sign proposals. Ms. Walden responded that Berman is putting together a proposal with the additional scope which will be brought to the Board for consideration.

There were no further Supervisor requests at this time.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Walden requested a motion to adjourn.

On motion by Ms. Duerr, seconded by Mr. Franco, with all in favor, the July 15, 2025, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair

Jennifer Walden

From: waldenj@pfm.com
Subject: FW: Minor Personal Property Damage (7911 Nemours Pkwy)
Attachments: 1Beginning. April 19, 2024 7.52 AM.eml; 6DeliveryConfirmation.png; 3PotholeLocation.png; 4PotholeDepth.jpeg; 7AmazonDeliveryTime.png; 5RightShoeDamage.png; 8CostDamage.png; 2Pothole.png

From: K Yes <andrew32822@gmail.com>
Sent: Wednesday, June 25, 2025 3:29 PM
To: Jennifer Walden <waldenj@pfm.com>
Subject: Minor Personal Property Damage (7911 Nemours Pkwy)

ALERT: This message is from an external source.BE CAUTIOUS before clicking any link or attachment

Hey Jennifer,

Hope you had a great week so far!

I got your contact information from Ileen Santiago from Artemis Lifestyle

Attached is an email thread with Ileen about a pothole that surfaced last year April. It is suggested to review when you have time as it provides context to the minor personal property damage that occurred to me

Here is the breakdown of what occurred:

-I bought a pair of shoes on Amazon and they were delivered on Saturday 6/21 at 5:12pm -Monday 6/23 at about 6am I walked out my front door to get into my car -The pothole reformed again and my foot fell into it (Not exaggerating. Hole is 15 inches in depth. Picture attached) -With weather/rain over the last couple of days, my shoe got ruined (Pictures of damage attached) -May I be reimbursed for this? I would appreciate it along with the pothole getting permanently fixed as this is a safety issue. Not only for myself but for other street parking guest that visit Laureate Park

I put numbers in front of the file names to help. Please let me know next steps and have a great rest of your day

- Andrew