

**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, August 19, 2025, at 6:30 p.m. at 6900 Tavistock Lakes Blvd., Ste 200, Orlando, FL 32827.

Present:

Chad Tinetti	Chairperson
Karen Duerr	Vice Chairperson
Matthew Franko	Assistant Secretary
Amanda Kost	Assistant Secretary

Also attending:

Jennifer Walden	PFM
Lynne Mullins	PFM
Amanda Lane	PFM
Tucker Mackie	Kutak Rock
Jeffrey Newton	Donald W. McIntosh Associates
Bob Schanck	Donald W. McIntosh Associates
DJ Batten	Berman
Samantha Sharenow	Berman
Eddie Padua	Berman
Dan Young	Tavistock
Various Residents in Person	

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden called for public comments. There were no public comments at this time.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
July 15, 2025, Board of Supervisors'
Meeting**

The Board reviewed the minutes of the July 15, 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 July 15, 2025, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-05,
Approving an Annual Meeting
Schedule for Fiscal Year 2026**

Ms. Walden stated the recommendation for the Board of Supervisors' Meeting schedule is to keep the third Tuesday of every month, except for March which would be the second Tuesday of the month due to Spring Break, at 2:30 p.m. at the same location. The recommendation for the Construction Committee Meeting schedule is to keep the second Thursday of the month at 3:30 p.m. at the same location.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2025-05, Approving an Annual Meeting Schedule for Fiscal Year 2026, setting the Board of Supervisors' Meetings for the third Tuesday of each month, with the exception of March which would be the second Tuesday of the month, at 2:30 p.m. at the Tavistock offices, 6900 Tavistock Lakes Blvd., Suite 200, Orlando, Florida 32827 and the Construction Committee Meetings for the second Thursday of each month at 3:30 p.m. at the Tavistock offices, 6900 Tavistock Lakes Blvd., Suite 200, Orlando, Florida 32827.

FIFTH ORDER OF BUSINESS

Discussion Regarding Award of Landscape and Irrigation Maintenance Services – Tavistock Lakes and Laureate Boulevard & Nemours Parkway

Ms. Walden noted that Prince & Sons has withdrawn their bid after approval at the last meeting. They were under the impression that they would receive all the sections. The recommendation is to move forward with the second highest ranked bidder for Sections #1 and #2, which is Juniper. Section #3 would not change as this area was already awarded to Cepra. It was noted that ULS was previously disqualified due to no bid bond.

Ms. Mackie noted that the Board can draw on the Prince & Sons' bid bond if they so choose and gave an overview of that process. Discussion ensued regarding the bidders, the process, pursuing a bid bond, and asking for savings in the future when bidders submit their combined bid.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Award of Landscape and Irrigation Maintenance Services – Tavistock Lakes and Laureate Boulevard & Nemours Parkway to the number two ranked bidder, Juniper, for Sections #1 and #2.

On motion by Mr. Tinetti, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District agreed to not pursue the bid bond with Prince & Sons.

SIXTH ORDER OF BUSINESS

Public Hearing on the Adoption of the District's Annual Budget

- a) Public Comments and Testimony**
- b) Board Comments**
- c) Consideration of Resolution 2025-06, Adopting the Fiscal Year 2026 Budget and Appropriating Funds**

Ms. Walden noted the public hearing was noticed pursuant to Florida Statutes.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District opened the public hearing.

A resident asked what is covered in the landscaping maintenance and the tree trimming line items and how the work is sought. It was noted the landscaping maintenance covers the work that was just discussed, and the tree trimming is done on an as-needed basis based on feedback from residents and District staff.

Ms. Walden noted that the budget is the same overall budget that was reviewed in May. This is the first increase in six years for the assessments.

Another resident had a comment regarding the intersections on Nemours Parkway. He recommended having flashing pedestrian walk signage where the children cross for school. There are shrubs and trees blocking the signs that are there, which has caused several accidents. Mr. Batten noted one section of the intersection, at Upper Harden Avenue, belongs to the HOA, and a proposal has been submitted to trim that area. The Preserve side has recently been taken care of, and Berman will submit a proposal for the additional side as there are small pine trees blocking some of the signage.

The Board discussed the intersection. It was noted in order to move the stop bar, the City would have to give permission, but the stop bar must be behind the pedestrian crosswalk. There was also discussion regarding the pedestrian crosswalk, which would require a larger project. It was noted the blinking light signage is usually installed by the City. Mr. Batten will follow up this week.

A resident asked what is covered with the streetlights line item. It was noted this is for the cost of the streetlamps as the District rents each fixture from OUC.

There was another comment regarding the trees that are blocking many of the streetlights and stop signs in the community. It was noted if any landscaping located on a homeowner's property is blocking the right-of-way, it is their responsibility to trim it. The same resident had a comment regarding changing the grass in the easement area between houses. It was noted residents can change the grass up to the property line, as those particular easements are non-exclusive.

A resident asked if the increase in assessments is per month or for the year. It was noted the assessment increase is the total for the year. He was in favor of the increase in assessments as it should help more in landscaping and maintaining the common areas.

A resident had a comment regarding landscaping issues and who maintains those areas. She noted that these issues should be noticed prior to plants dying or being overgrown. It was noted there is a map on the District's website to delineate between CDD and HOA responsibility. Any issues can be reported to the CDD or HOA. Berman noted to include a picture and location in any complaint submissions.

There was brief discussion regarding the sidewalk areas around the ponds, and how they hold water. It was noted that those sidewalks are HOA responsibility. It was discussed there are other sidewalk areas that are holding water as well. It was noted some areas are HOA responsibility and others are CDD. The CDD is aware of an irrigation main that is broken and will be repaired.

There were no further public comments or Board comments at this time.

On motion by Ms. Duerr, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Greenway Improvement District closed the public hearing.

On motion by Mr. Tinetti, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2025-06, Adopting the Fiscal Year 2026 Budget and Appropriating Funds.

SEVENTH ORDER OF BUSINESS

Public Hearing on the Imposition of Special Assessments

- a) Public Comments and Testimony**
- b) Board Comments**
- c) Consideration of Resolution 2025-07, Adopting an Assessment Roll for Fiscal Year 2026 Budget and Certifying Special Assessments for Collection**

Ms. Walden noted the public hearing was noticed pursuant to Florida Statutes.

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District opened the public hearing.

There were no public comments at this time.

On motion by Ms. Duerr, seconded by Mr. Franko, with all in favor, the Board of Supervisors for the Greenway Improvement District closed the public hearing.

On motion by Ms. Duerr, seconded by Mr. Tinetti, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2025-07, Adopting an Assessment Roll for Fiscal Year 2026 Budget and Certifying Special Assessments for Collection.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-08, Adopting Goals, Objectives, and Performance Measures and Standards

Ms. Walden noted this is an annual statutory requirement which began last year. She reviewed the exhibit and noted these are the same goals and objectives as last year. These are all the items the District does on a regular basis.

On motion by Mr. Franco, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved Resolution 2025-08, Adopting Goals, Objectives, and Performance Measures and Standards.

NINTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in July 2025 in an amount totaling \$56,646.43

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

On motion by Ms. Kost, 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 July 2025 in an amount totaling \$56,646.43.

TENTH ORDER OF BUSINESS

Recommendation of Work Authorizations/Proposed Services

Ms. Walden reviewed the Work Authorization from Berman for a sign replacement, in the amount of \$1,172.83.

Mr. Franco requested that the back of the sign be painted, and it be included in proposals moving forward.

On motion by Mr. Tinetti, seconded by Ms. Duerr, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Work Authorization from Berman, in the amount of \$1,172.83.

Ms. Walden reviewed the Work Authorization from BrightView for stump grinding and removal, in the amount of \$900.00. Mr. Batten noted this was for a dead tree and there will be sod placed over the top.

On motion by Mr. Tinetti, seconded by Mr. Franco, with all in favor, the Board of Supervisors for the Greenway Improvement District approved the Work Authorization from BrightView, in the amount of \$900.00.

ELEVENTH ORDER OF BUSINESS

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

Ms. Walden stated the financials are updated through July 2025. The District has spent approximately 77% of the budget so far this year. No action was required.

TWELFTH ORDER OF BUSINESS

Staff Reports

<u>District Counsel</u> –	No report.
<u>District Manager</u> –	No report.
<u>District Engineer</u> –	No report.
<u>Landscape Supervisor</u> –	No report.
<u>Construction Supervisor</u> –	No report.
<u>Irrigation Supervisor</u> –	No report.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Kost noted the trail on Laureate Blvd. near Granger, is very swampy. Children travel that way for school and she requested a way to remedy it. Mr. Batten recommended putting a drain next to the sidewalk that will drain to a lower spot or to the road. Berman will follow up.

It was noted that Berman does drive around to find issues and follow up with vendors for the various issues. These finding reports will be sent to the Board.

Ms. Kost noted there is a stop sign on the ground. This was confirmed to be an HOA issue.

Mr. Tinetti asked for an update on the painting of the fire hydrants. Mr. Young noted there have been no new updates.

Mr. Tinetti asked for an update on the grass that was torn up due to the hogs. Mr. Batten noted he has been in contact with BrightView and that the delay is unacceptable and needs to be addressed. Mr. Tinetti asked if the trapper has been successful in trapping. Ms. Batten responded that the trapper has caught over 80 hogs thus far in the area and moves traps according to the places they are seen.

Mr. Tinetti asked for an update on caulking the joints on the bridge at Laureate Blvd. Berman will follow up.

Mr. Tinetti noted there are a few lights out on the Tavistock Lakes Blvd. bridge. Berman will follow up.

There were no further Supervisor requests at this time.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Walden requested a motion to adjourn.

On motion by Ms. Kost, seconded by Ms. Duerr, with all in favor, the August 19, 2025, Meeting of the Board of Supervisors for the Greenway Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair