

**MINUTES OF MEETING
URBAN ORLANDO COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Urban Orlando Community Development District was held Wednesday, June 15, 2022, at 8:30 a.m. at Grace Hopper Hall, 1913 Meeting Hall, Orlando, Florida 32814.

Present and constituting a quorum were the following:

Diana Pienaar	Chairman
Jim Schirtzinger (via phone)	Vice Chairman
Anne Coppenhaver	Assistant Secretary
Kristin Chapman	Assistant Secretary
Matthew Williams	Assistant Secretary

Also present, either in person or via communication media technology, were the following:

Angel Montagna	District Manager
Sean Israel	District Manager
Katie Buchanan	District Counsel

Residents and Members of the Public

This is not a certified or verbatim transcript, but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Pienaar called the meeting to order at 8:30 a.m., and called the roll to establish a quorum.

SECOND ORDER OF BUSINESS

Residential Owners Association

There being no comments, the next item of business followed.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no comments, the next item of business followed.

FOURTH ORDER OF BUSINESS

Consent Agenda

A. Minutes from the May 18, 2022, Meeting

There were no comments on the minutes.

On MOTION by Mr. Cowen, seconded by Ms. Chapman, with all in favor, unanimous approval was given to accept the minutes, as presented.

B. Approval of Check Register and Invoices

There were no comments or questions on the check register or invoices.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to the invoices and check register, as presented.

FIFTH ORDER OF BUSINESS

Business Items

A. Consideration of Resolution 2022-04, Adding an Assistant Secretary

Ms. Montagna read Resolution 2022-04 into the record by title.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to adopt Resolution 2022-04, Adding Sean Israel as an Assistant Secretary to Urban Orlando Community Development District.

B. Landscaping Authorizations

i. Corrine Boxwood Replacement

Replace three areas of Boxwood with Dwarf Podocarpus on Corrine Drive between Meeting Place and Common Way.

On MOTION by Ms. Pienaar, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to replace the Boxwood and Dwarf Podocarpus on Corrine Drive between Meeting Place and Common Way at \$8645.57.

ii. North Buffer Phase 2

Fill in empty areas along North Buffer fence with Saw Palmettos to help cover view of the school at \$9,139.85.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to North Buffer Phase 2 planting of Saw Palmettos at \$9,139.85.

iii. DRS Corrine and Bennett wall repair and cleaning

i. Corrine wall \$4,250.00

ii. Bennett Wall \$5,889.00

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to DRS pressure washing the Corrine and Bennett walls at \$10,139.00

C. Presentation of the Fiscal Year 2023 Proposed Budget

i. Fiscal Year 2023 Proposed Budget

Ms. Montagna introduced the Fiscal Year 2023 Proposed Budget to the Board.

A minimal 2.62 percent increase was made on operation and maintenance and explained to the Board.

Ms. Coppenhaver voiced concerns on a major incident, i.e., storm. Ms. Montagna stated there is insurance to cover damages, there are reserves, and also, a fund balance to use.

Ms. Montagna suggested, at some point, because Urban Orlando is consistently under budget, to take a portion of that left over money and move it into the reserves.

Mr. Montagna stated it is her feeling to go down on assessments, it is already done, leave as is and the left over.

A discussion ensued on how the residents will be informed of the budget increase. Ms. Montagna explained the legal letter that goes out to the homeowners, along with a letter from the Board explaining why there is an increase in more understandable terms.

Ms. Montagna announced \$1,713,737.00 is the budget and goes to a 6.73 budget across the board for assessments.

ii. Consideration of Resolution 2022-05, Approving the Fiscal Year 2023 Proposed Budget and Setting the Public Hearing Thereon

Ms. Montagna announced \$1,713,737.00 is the budget and goes to a 6.73 percent increase across the board for assessments.

On MOTION by Mr. Schirtzinger, seconded by Ms. Chapman, with all in favor, unanimous approval was given to Resolution 2022-05, approving the fiscal year 2023 proposed budget, and setting the public hearing thereon.

Ms. Montagna stated it is very important to have three Board members in attendance at the next meeting to have a quorum.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Agent

i. Grounds Maintenance Updates

Mr. Patterson reviewed the holly fill ins as being completed and the sod fill in is under warranty and will be replaced.

ii. Budget Report

iii. OPD Report

For fiscal year 2022, an increase for weekend pay for officers and renegotiation of the Orlando Police Department Coordinator's fee to a flat fee.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to increase the weekend pay for the Orlando Police Department officers, and a renegotiation to a flat fee for the Orlando Police Department Coordinator.

Mr. Patterson increased labor hours. The ROA tracked all hours worked on maintenance. It was found that eight hours extra were being worked on keeping the CDD areas up. Presently the ROA is paying these hours. Mr. Patterson stated is room in his

budget to pay the District's share.

On MOTION by Ms. Schirtzinger, seconded by Ms. Chapman, with all in favor, unanimous approval was given to begin sharing the cost of more maintenance hours worked with the ROA.

B. District Manager

i. Acceptance of May 2022 Financial Statements

Ms. Montagna stated the District is coming in under budget, and had no other comments.

On MOTION by Ms. Pienaar, seconded by Ms. Chapman, with all in favor, unanimous approval was given to accept the May 2022 financial statements.

C. District Counsel

Ms. Buchanan filled in for Ms. Mackie at the meeting. There were no question or comments to take back to Ms. Mackie.

D. District Engineer

Mr. Woods gave an update on Change Directive #63 as continuing to add signs to it Unit 8 seal and restripe had a couple of issues to learn from. Some seal coat was transferred to a homeowner's driveway, so it will be looked at to see how that happened. There also was some overspray on some grass, which would be addressed beforehand next time.

Lake Gear emergency pump setup, if needed, is ready by signature.

New Broad Street pond water markers have been ordered, and are coming from California. When these arrive, a meeting will be set up to install these.

The needs analysis is complete.

Ms. Coppenhaver asked what a benchmark is. Mr. Woods explained using elevations and levels.

SEVENTH ORDER OF BUSINESS Supervisor Comments

There being no comments, the next item of business followed.

EIGHTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Pienaar, seconded by Ms. Chapman, with all in favor, the meeting was adjourned at 9:36 a.m.

Angel Montagna, Secretary

Diana Pienaar, Chairman