

**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, August 17, 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	Vice Chairman
Kristin Chapman	Assistant Secretary
Anne Coppenhaver	Assistant Secretary
Matthew Williams (<i>via Zoom</i>)	Assistant Secretary

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

Angel Montagna	District Manager
Sean Israel	District Manager
Tucker Mackie	District Counsel
John Woods	District Engineer
Bill Patterson	District Agent
Bob Stannis	U.S. Department of Homeland Security
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.

Ms. Montagna called the roll and indicated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS

Residential Owners Association

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

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Susi commented on the retention pond around Hyde Park. He stated fertilizer is being applied and it runs into the pond causing an algae bloom then algicide is applied to treat the algae bloom. Mr. Susi asked if this can be stopped. Mr. Patterson stated he will speak with the landscaping company about this. The pond was treated last week, and it will be treated again next week. Mr. Patterson will follow-up with Mr. Susi after speaking to the landscaping company.

Mr. Susi pointed out some items within the financials that he thought the County would pay for instead of the District paying for them. Mr. Patterson explained that there are some items that Orange County owns, but the District maintains. Ms. Pienaar stated there are some parks within the area where the City contributes to the beautification. Ms. Mackie explained the District, at the

local level, can maintain areas in detail and it look better, where the City or County are a higher level of maintenance. Ms. Mackie also stated there are things the District has put in or built that the County pays to maintain also.

FOURTH ORDER OF BUSINESS Gate Project

Mr. Stannis with U.S. Department of Homeland Security was in attendance. Mr. Patterson stated information was provided to the Board in the agenda package and all that is left to do is draw up an agreement with U.S. Department of Homeland Security. Mr. Patterson asked the Board if anyone had questions for Mr. Stannis, about the project. Mr. Schirtzinger asked if the large live oak tree being removed will be replaced. Mr. Stannis replied there will be a replacement, just not as large. Ms. Coppenhaver asked if this project includes the perimeter wall. Mr. Stannis replied he has a request in for funding; there is approximately \$500,000.00 amount of work, but his hope is it will be funded before fiscal year 2022 is over, but there is no guarantee it will be funded. To replace the entire wall from scratch, it would be \$4 million. Mr. Schirtzinger also commented the wall once had green vines on it which allowed the wall to blend in with the landscape, and if painted, he prefers using dark green paint instead of white, as it would help make it more a part of the natural landscape. Ms. Mackie asked if the sketch and description of the 873 square-foot-area accounts for the property the District is being asked to dedicate to U.S. Department of Homeland Security. If so, is there any additional property that the District owns that you would need a temporary construction easement during the time the improvements are being installed? Mr. Stannis stated it is only the two areas, the driveway aprons, which would be a liability to the District, and the small piece of land.

On MOTION by Ms. Schirtzinger, seconded by Mr. Chapman, with all in favor, unanimous approval was given to authorize District staff to work with the U.S. Department Homeland Security to convey, in fee simple, the property and additional access rights needed to complete the project as in the plans, with the understanding that there will be continued dialogue on the replacement of the live oak tree and past this project.

FIFTH ORDER OF BUSINESS Consent Agenda

A. Minutes from the July 20, 2022, Meeting

There were no comments or changes on the minutes.

On MOTION by Ms. Coppenhaver, seconded by Mr. Schirtzinger, 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.

SIXTH ORDER OF BUSINESS

Business Matters

A. Certificate of Deposits

Ms. Montagna asked the Board to invest in the best fit, that yields the highest interest.

On MOTION by Mr. Schirtzinger, seconded by Ms. Chapman, with all in favor, unanimous approval was given to authorize management to invest in the highest yielding certificate of deposits.

Ms. Coppenhaver asked if there is a limit to the timeframe. Ms. Montagna stated if a huge rate change is seen, the Board would be asked if they want to do something different with the money. Ms. Montagna stated the District wants to have access to these funds, so with a three-month or six-month timeframe, this would still give access. Ms. Montagna also gave the example, if there is a large fund balance, the Board can authorize management to put money into treasury bills or another option. A discussion was had on different options of investing.

B. Approval of the Fiscal Year 2023 Meeting Schedule

Ms. Pienaar reviewed the fiscal year 2023 meeting schedule.

On MOTION by Ms. Pienaar, seconded by Mr. Schirtzinger, with all in favor, unanimous approval was given to the fiscal year 2023 meeting schedule, as presented.

C. District Agent Authorizations

Mr. Patterson reviewed the District agent report, which is included in the agenda package.

Mr. Patterson stated he is presenting his last proposals for this fiscal year:

- i. Baldwin Park Street \$6,968.58, new plant material in the first island near Cady Way Trail
- ii. North Buffer \$4,560.76, new palmettos in bare areas along fence line
- iii. North Buffer \$10,709.71, phase 1 pruning/removals and cleanup
- iv. North Buffer \$9,159.68 phase 2 pruning/removals and cleanup
- v. Harbor Park \$1,424.64, palms clean up and life of 22 trees

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to items the proposals from Brightview for the following items: (i) Baldwin Park Street for new plant material in the first island near Cady Way Trail, in the amount of \$6,968.58; (ii) North buffer plant fill in, in the amount of \$4,560.76; (iii) North buffer pruning phase 1 , in the amount of \$10,709.71; (iv) North buffer pruning and removals phase 2, in the amount of \$9,159.68; and (v) clean up palms, in the amount of \$1424.64.

- vi. Publix Entrance \$1,182.80, left side next to Live Work, fill in dead areas with St. Augustine

The Publix entrance proposal was not approved, and the Board asked that another material, other than grass, be presented at the next meeting.

- vii. DRS Bennett Park Cleaning, pressure wash concrete surfaces and pergola \$1595.00

This proposal was not approved at this time.

D. Engineer's Authorizations

Mr. Wood reviewed the engineer's report, which is included in the agenda package.

i. Seal and Restriping

Mr. Wood gave an update of the bidding on seal and restriping of units 1 and 9A. The bids are separate for units 1 and 9A. The summary of bidding is in the agenda package. Mr. Wood stated the only contractor the District has not worked with before is D&C. Ms. Chapman asked if there was a company that was easier to work with, out of the two companies that have been worked with before. Mr. Wood replied, they are equal. Mr. Wood stated the structure of the resident notice may be different this time, irrigation not being turned off created issues previously. Mr. Schirtzinger made a recommendation to have ABC Paving and Sealcoating do Unit 1 and D&C Parking Lot Maintenance to do 9A so that the District can become familiar with D&C Parking Lot Maintenance. Mr. Wood stated D&C will be given a set of expectations that make them aware of the quality work that is expected.

On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to the proposal from ABC Paving and Sealcoating for unit 1, in the amount of \$26,181.00, and to the proposal from D&C Parking Lot Maintenance for unit 9A seal and restriping, in the amount of

\$10,337.00.

ii. Arsdale Alleyway Repair

There was an onsite meeting. There are potholes in the asphalt that need repaired. The resident involved would like to see the ponding taken care of, as well. Mr. Woods explained how this would all be accomplished. Mr. Wood spoke with the resident to suggest maybe he replace his driveway; however, the resident was not open to this. The Board asked if only the pothole can be taken care of at a cheaper price. A discussion ensued on ways to possibly take care of the issues at hand. Mr. Wood stated he will revisit the site, tighten up the limits, and get with ABC Paving and Sealcoating on the new limits and see what it does for the cost and then bring it back to the Board next month. Mr. Wood also stated he will have another conversation with the resident to see what recommendation he would suggest.

E. Insurance Proposal

Ms. Pienaar asked the Board about their thoughts on the Egis insurance proposal. Ms. Chapman commented she is in favor, being it was more coverage for a lower cost.

On MOTION by Ms. Pienaar, seconded by Mr. Schirtzinger, with all in favor, unanimous approval was given to the Egis insurance proposal, for a premium in the amount of \$8,735.00.

SEVENTH ORDER OF BUSINESS Public Hearings

Ms. Montagna asked if the Board has any changes on the budget, other than the insurance change that Mr. Israel already made to slightly lower the budget.

A. Budget Hearing

i. Fiscal Year 2023 Budget

ii. Public Comment

Ms. Pienaar opened the budget hearing.

A Resident asked why the District hires off-duty police officers instead of officers on duty being paid by the City of Orlando. Ms. Pienaar and Ms. Chapman explained that the off-duty officers are dedicated to patrol only the District, not always in a marked car, to deter and handle any vandalism, theft, out of control situations, and so on. Ms. Montagna stated the assessments vary from \$30.00 to \$60.00 per house, with the apartments being the lowest at \$12.00. This increase is annual.

The Resident also inquired on the streetlights, saying it took some time to repair one after a hurricane. Ms. Chapman explained it is the City of Orlando's responsibility and she has been contacting them with the street light number needing repair. The Resident asked why the District pays the electric bill instead of the City. Mr. Schirtzinger answered it was done this way since the

beginning of the District. The Resident noticed the low spot in the alleyway behind his home. Mr. Wood replied to send the location to Mr. Patterson, and he will forward it to Mr. Wood to do an onsite visit to evaluate the issue.

The public hearing was closed.

iii. Consideration of Resolution 2022-06, Adopting Budget

Ms. Montagna read Resolution 2022-06 into the record by title.

On MOTION by Mr. Schirtzinger, seconded by Ms. Chapman, with all in favor, unanimous approval was given to Resolution 2022-06, adopting the fiscal year 2023 budget.

B. Assessment Hearing

i. Public Comment

Ms. Pienaar opened the public hearing for the levy of non-ad valorem assessments.

The record will reflect no public comments were made.

ii. Consideration of Resolution 2022-07, Levying Assessments

Ms. Montagna read Resolution 2022-07 into the record by title.

On MOTION by Ms. Pienaar, seconded by Ms. Chapman, with all in favor, unanimous approval was given to Resolution 2022-07, levying fiscal year 2023 assessments.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Agent

i. Grounds Maintenance Updates

Mr. Patterson stated all projects approved last month are completed.

ii. Budget Report

This report is included in the agenda package.

iii. OPD Report

This report is included in the agenda package.

B. District Manager

i. Acceptance of July 2022 Financial Statements

There were no questions or comments on the financial statements, and they were accepted.

C. District Counsel

Mr. Patterson asked what the next step would be with Mr. Stannis. Ms. Mackie will keep Mr. Patterson and Mr. Wood informed. She will start preparing the deeds for the property. Ms. Mackie does not have an issue conveying the property in advance, to ensure not holding up construction. Ms. Mackie will contact Mr. Stannis. Ms. Chapman stated when this project is completed, if the wall still looks as dilapidated as it does now, it will need, at the least, to be painted. Mr. Wood explained why the ivy was removed from the wall added: the line of sight is one thing, so if the

ivy goes into the railing, it can block the line of sight. There is concealment, so getting rid of the hedges is a no brainer. If the ivy gets bushy, you do not want someone to be able to conceal any type of device within the ivy. The federal regulations are very strict. A conversation ensued on the removal of the ivy off the wall and painting.

D. District Engineer

Change Directive #67 is underway.

The Lake Gear emergency pumping is wrapping up as of last week.

The installation of the elevation markers is next week.

Mr. Schirtzinger asked if the hole in the fence along Cady Way was fixed. Mr. Patterson replied it is. A discussion ensued on this area.

SEVENTH ORDER OF BUSINESS Supervisor Comments

There being no comments, the next order 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 9:52 a.m.
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Angel Montagna, Secretary

Diana Pienaar, Chairman