

**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, November 16, 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

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

Sean Israel	District Manager
Tucker Mackie	District Counsel
John Woods	District Engineer
Bill Patterson	District Agent
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 8:31 a.m.

Mr. Israel called the roll and indicated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

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

THIRD ORDER OF BUSINESS

Consent Agenda

A. Minutes from the October 19, 2022 Meeting

Ms. Pienaar asked if there were any changes to the minutes, and there was not.

On MOTION by Ms. Chapman, seconded by Ms. Pienaar, with all in favor, unanimous approval was given to accept the minutes from October 19, 2022, as presented.

B. Approval of Check Register and Invoices – September 2022

Ms. Pienaar asked for a motion to approve the check register and invoices.

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

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Agent

i. District Agent's Authorizations

Mr. Patterson presented the following proposals to the Board:

a. Brightview #466268, North Buffer Phase 3 cleanup, in the amount of \$3600.00

On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to BrightView proposal #466268, for North Buffer Phase 3 cleanup in the amount of \$3600.00.

b. BrightView #7972583, Pond 34 Enhancement at \$24,668.48 (Areas 1, 2, 3, 5)

This proposal includes removals and plantings. A discussion ensued on what to do within the beds, or even just doing partial beds. There are invasive ferns within the beds the Board discussed removing. The budget was discussed. Mr. Patterson stated there was money spent on both hurricanes and Mr. Israel noted there will be money spent on Biddle Alley, a discussion ensued. The Board asked Mr. Patterson to bring back pricing for four full beds. A discussion ensued on the heavily used and visible areas versus the areas not used as much or as visible as the others.

c. DRS Inc. #4343, Pressure Washing, in the amount of \$6500.00

This is the same price as last year. Mr. Patterson explained possibly splitting this proposal into two jobs, since the Christmas lights are up.

On MOTION by Ms. Pienaar, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to DRS Inc. proposal #4343 for pressure washing within the District, in the amount of \$6500.00.

ii. Grounds Maintenance Updates

Mr. Patterson stated the representative for the City Parks and Recreation Department was unable to come to the meeting. Mr. Patterson is asking for an official statement from the Parks and Recreation Department stating full damage. Hurricane Nicole caused damage to the shoreline. The District is losing five to eight feet of shoreline. The City is to add rip rap rocks all the way around and doing some grading at the bottom. The City was going to try to do some grading on the top level also, but with all the extra construction needed, it is not known if it can be done due to funds. There is no timeline for the construction. The entire park will be roped off during this work.

Ms. Mackie is reviewing the Interlocal Agreement with the City. Mr. Patterson feels the District is doing more than requested and the funding is not what it should be. Ms. Coppenhaver

asked for specifics of what is being done, versus the agreement. Mr. Patterson answered the trash is being collected and bags changed every day, instead of just twice a week. Mowing is said to be done 28 times a year, irrigation, and sod in the agreement. Mr. Patterson stated the District is doing more than this. Ms. Mackie explained the agreement is for general maintenance. There is also sod replacement needed, and the agreement is not specific on who is responsible for full replacement. A discussion ensued on being reimbursed for services or repairs by the City, or submitting work requests to the City.

Ms. Coppenhaver had previously brought to Mr. Patterson's attention, there needs to be an extension of the sidewalk to the trail. Mr. Patterson stated sidewalks and the Parks and Recreation Department are different City departments. This will be pursued with Ms. Coppenhaver's help.

Ms. Chapman stated the wall is looking bad. Mr. Patterson has this on his list to check into.

Mr. Patterson reported that the resident at 1609 Harston Avenue was still claiming the grass was not being watered. BrightView took pictures that show all is being watered. The resident inquired on having the irrigation come from his system instead, and Mr. Patterson supplied the resident with BrightView's contact information.

Mr. Patterson stated that there was a considerable savings on the hurricane cleanup labor. The safety issues were done immediately, with the other items to be done being done later when labor costs weren't so high.

Mr. Schirtzinger asked about Putting Green pass with dead grass and sand being services. Mr. Patterson stated this area was deferred until looking worse so he will bring a proposal to the next meeting.

iii. Budget Report

The budget report is in the agenda package for viewing.

iv. OPD Report

The OPD report is in the agenda package for viewing.

B. District Engineer

i. Engineer's Authorizations

Mr. Woods stated the asphalt taken up in the alley was thicker than anticipated. ABC ran out of asphalt for replacement, so an extra delivery of asphalt was delivered. Mr. Woods complimented ABC on the work that was done.

On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to ABC Paving and Sealcoating #51188, for additional asphalt, in the amount of \$1330.00.

ii. Engineer's Update

Mr. Woods reviewed his engineer's report for the Board.

Mr. Woods asked the Board to consider moving the Arsdale Alley project to ABC Paving and Sealcoating. The proposal is \$2000.00 more, but Mr. Woods feels they will do a good job and is more comfortable since the previous vendor does not have the proper license and wants to team up with another company.

On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to move the Biddle Alley project to ABC Paving and Sealcoating with an increase of \$2000.00.

For the Biddle Alley project, Mr. Woods contacted pipe vendors used by the City. There are two companies left to bid. The Board did not want to delay the work, therefore, discussed continuing this meeting to November 30, 2022 at 8:30 a.m., at Grace Hopper Hall, for review of proposals.

C. District Counsel

Ms. Mackie had nothing more to report.

D. District Manager

i. Acceptance of Financial Statements (October 2022)

On MOTION by Mr. Schirtzinger, seconded by Ms. Chapman, with all in favor, unanimous approval was given to accept the financial statements for October 2022, as presented.

ii. Motion Assigning Fiscal Year 2022 Reserves

Mr. Israel asked for a motion to assign the fiscal year 2022 reserves.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to assigning fiscal year 2022 reserves.

iii. Resolution 2023-01, Amending Fiscal Year 2022 Budget

Mr. Israel read Resolution 2023-01 into the record by title.

On MOTION by Ms. Pienaar, seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to adopt Resolution 2023-01, amending fiscal year 2022 budget.

SIXTH ORDER OF BUSINESS

Supervisor Comments

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

NINTH ORDER OF BUSINESS

Continuing Meeting

On MOTION by Ms. Chapman, seconded by Ms. Pienaar, with all in favor, the meeting was continued to November 30, 2022, at 8:30 a.m., at Grace Hopper Hall.

Sean Israel, Secretary

Diana Pienaar, Chairman