

**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, February 15, 2023, at 8:30 a.m. at Grace Hopper Hall, 1913 Meeting Hall, Orlando, Florida 32814.

Present and constituting a quorum were the following:

Jim Schirtzinger	Vice Chairman
Kristin Chapman	Assistant Secretary
Anne Coppenhaver	Assistant Secretary
Matthew Williams	Assistant Secretary

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

Angel Montagna	District Manager
Tucker Mackie	District Counsel
Rene Schneider	District Engineer
Bill Patterson	District Agent
Scott Clark ( <i>via phone</i> )	Gables Group
Mr. McElroy	Gables Group
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**

Mr. Schirtzinger called the meeting to order at 8:30 a.m.

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

Ms. Mackie asked that the Engineer's Report be moved to the beginning of the meeting to accommodate guests from the Gables Group, to review the correspondence Mr. Woods circulated a week prior to the meeting.

Mr. Schneider reviewed the plans submitted by Kimley-Horn for the Fairwinds Credit Union Baldwin Park for the Board. Mr. Schneider assured the Board these documents show a properly engineered project, and there is no technical objection.

Mr. Williams asked what the Board is being asked to do. Ms. Mackie explained the only change is an additional curb cut on Jake Street, and possibly an access easement from the District. Groundbreaking will be approximately May or June 2023.

On MOTION by Mr. Schirtzinger, seconded by Ms. Chapman, with all in favor, unanimous approval was given to accept the amendment to the Gables Group site plan with a new curb cut and authorizing Ms. Pienaar to approve any access easement necessary, after review by District Engineer and District Counsel.

**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. Acceptance Minutes from the January 18, 2023**
- B. Approval of Check Register and Invoices – January 2023**

On MOTION by Mr. Williams, seconded by Ms. Chapman, with all in favor, unanimous approval was given to the consent agenda, as presented.

**FOURTH ORDER OF BUSINESS**                      **Staff Reports**

- A. District Agent**
  - i. District Agent’s Authorizations**
    - a. BrightView proposal SO #8028809, Baldwin Park Street Island Installations, \$17,942.44**

Ms. Montagna stated previous damages have been submitted for FEMA reimbursement. A discussion ensued on the budget and the FEMA reimbursement.

Mr. Schirtzinger asked what projects are being worked on. Mr. Patterson stated the medians on Lake Baldwin beginning in the Westminster area moving toward Colonial will be the next project. Mr. Patterson stated he does not see this being done this year.

Mr. Schirtzinger asked about the Broad Street pond area and stated it looks bad. Mr. Patterson stated this area needs new sod, and agreed it should take priority over the Baldwin Park street islands. A discussion ensued on priorities and pricing.

Mr. Patterson will consult with Ms. Mackie on what options the District has preventing cars from running over foliage on medians. These medians are only maintained by the District, not owned by the District. BrightView SO#8028809 was tabled and Mr. Patterson will bring a proposal for sod replacement at the New Broad Street pond and a proposal for areas that vehicles are driving over.

- ii. Grounds Maintenance Updates**

Mr. Patterson reviewed the maintenance updates that was included in the agenda package.

A discussion ensued on the agreement for the Harbor Park. There were trash receptacles removed by the City, causing overflow in the remaining trash receptacles expecting Mr.

Patterson's crew to make more visits to the park.

A discussion ensued on the landscape maintenance services contract expiring in January 2024. Leaf removal is not in the current contract; however, the Board would like to possibly add it to the scope of the next request for proposals.

Ms. Coppenhaver asked Mr. Patterson to express the District's appreciation to Homeland Security for the work done so far on the wall. The District is looking forward to the wall being pressure washed and painted.

**iii. Budget Report**

The budget report is included in the agenda package for review.

**iv. OPD Report**

The OPD report is included in the agenda package for review.

**B. District Engineer**

**i. Engineer's Update**

Mr. Schneider reported all pavement repairs have been completed. The contractor still needs to supply the schedule for seal coating the pavement. Mr. Patterson supplied the trash schedule so that the seal coating could possibly be scheduled around it.

The Biddle Alley repairs have been completed. Mr. Schneider was on premise for the job, and all went exceptionally smooth. The alley is now open for traffic.

**C. District Counsel**

Ms. Mackie addressed the pending rezoning notice that was sent out. This property is outside of the District and has no real impact.

**D. District Manager**

Ms. Montagna stated the assessments still are not fully collected. Residents have until April to pay.

A discussion ensued as Ms. Coppenhaver asked for the reserves to be explained.

**i. Acceptance of Financial Statements – January 2023**

The financial statements were included in the agenda package for review.

**FIFTH ORDER OF BUSINESS**

**Supervisor Comments**

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

**SIXTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Williams, seconded by Ms. Chapman, with all in favor, the meeting was adjourned at 9:26 a.m.

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Secretary

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Diana Pienaar, Chairman