

**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, April 19, 2023, 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
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
Carolina Matiz	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 8:30 a.m.

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Naim Fanaian, 4457 Hanson Lane, stated there is a dip in the road in front of his home and in the alleyway, as well. He asked if anything can be done with the dip in the alleyway due to a permanent puddle of water causing water and debris to be tracked into his garage. Mr. Patterson explained the process of milling and grading, and stated this is not on the schedule for five years. Mr. Patterson will be walking the area at the end of the week with the contractor, and Mr. Wood will also be consulted.

THIRD ORDER OF BUSINESS

Consent Agenda

A. Acceptance Minutes from the March 15, 2023 Meeting

B. Approval of Check Register and Invoices – March 2023

On MOTION by Ms. Chapman, seconded by Ms. Coppenhaver, with all in favor, unanimous acceptance and approval was given to the consent agenda.
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FOURTH ORDER OF BUSINESS Business Matters

A. Ratification of Fiscal Year 2022 Audit

Ms. Montagna stated it was a clean audit. Ms. Coppenhaver referred to a recommendation that she saw in the audit. Ms. Montagna will investigate this offline since it could not be located at this time.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous acceptance was given to the fiscal year 2022 audit.

B. Consideration of Resolution 2023-04, Records Retention Policy

Ms. Montagna read Resolution 2023-04 into the record by name.

Ms. Mackie explained Resolution 2023-04 to the Board.

On MOTION by Ms. Coppenhaver, seconded by Mr. Williams, with all in favor, unanimous approval was given to adopt Resolution 2023-04, records retention policy, option 2.

FIFTH ORDER OF BUSINESS Staff Reports

A. District Agent

Mr. Patterson introduced Mr. Steve Peters, from BrightView Landscape. BrightView will be issuing a credit of approximately \$40,000.00 to the District. A discussion ensued on how the credit will be applied to the District's account. It was decided each new invoice will be issued as a credit whether irrigation or landscaping enhancements, to use the credit as soon as possible. Ms. Montagna stated the credit needs to be used entirely on the current contract.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to approve using the BrightView credit of \$40,494.59 for any irrigation or new landscape enhancement invoices, being all or part of the total invoice, beginning today until exhausted. If not exhausted before the contract is over, the remainder will be withheld.

i. District Agent's Authorizations

a. BrightView Proposal SO #8058870, Install New Sod and Plants at the South Circle at Pond 34, \$18,434.44

Mr. Patterson and Mr. Peters explained this proposal to the Board.

On MOTION by Ms. Coppenhaver, seconded by Ms. Chapman, with all in favor, unanimous approval was given to approve BrightView SO#8058870 for new sod and plant material at the circle at pond 34, in the amount of \$18,434.44.

b. BrightView Proposal SO#8087735, Replace 700 Feet of Dripline, \$1,400.00

Mr. Patterson explained the SO#8087735 proposal to the Board.

On MOTION by Mr. Williams seconded by Ms. Coppenhaver, with all in favor, unanimous approval was given to approve BrightView SO#8087735 for 700 feet of dripline irrigation, in the amount of \$1,400.00.

ii. Grounds Maintenance Updates

Mr. Patterson's updates are included in the agenda package for viewing.

Mr. Peters reviewed ongoing projects and the updates included in the agenda package.

Ms. Mackie gave an update on the over performance of the contract with the City of Orlando for maintenance of Harbor Park. Information is still being gathered to negotiate with the City.

Mr. Peters stated BrightView wants to amend the irrigation pricing after the credit is used.

Ms. Pienaar asked if the irrigation continually running against the tree in the middle of Harbor Park was taken care of. Mr. Peters stated it is taken care of.

Ms. Chapman spoke on the Baldwin Park street not being maintained. A proposal is being submitted to replace all the plant material.

iii. Budget Report

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

iv. OPD Report

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

B. District Engineer

i. Engineer's Update

Mr. Woods' report was included in the agenda package for review. Ms. Matiz reviewed this report for the Board.

A resident interfered with the work in the alleyway by running water that hit the asphalt.

The Biddle Alley project is complete. A permit fee of \$5,500.00 was received when closing the permit, Mr. Woods is finding out why and will report on this.

Ms. Montagna will check on the next FEMA deadline and the inline proposals in Mr. Woods' report can be brought back to the Board.

On MOTION by Ms. Chapman, seconded by Mr. Williams, with all in favor, unanimous approval was given to authorize the Chair to approve the Inliner Solutions proposal in the amount of \$55,392.00, if time is of the essence, and it cannot wait until the next meeting.

C. District Counsel

Ms. Mackie reviewed her email to the Board regarding the Fairwinds parcel and the authorization previously granted regarding certain easement rights.

D. District Manager

i. Acceptance of Financial Statements – March 2023

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

Ms. Montagna reminded the Board the Biddle Alley payments will be reimbursed by FEMA; however, the budget is running close.

On MOTION by Ms. Pienaar, seconded by Ms. Chapman, with all in favor, unanimous approval was given to the financial statements for March 2023, as presented.

SIXTH ORDER OF BUSINESS

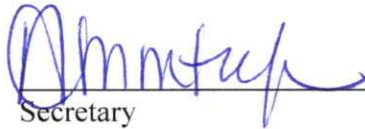
Supervisor Comments


There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Pienaar, seconded by Mr. Williams, with all in favor, the meeting was adjourned at 10:00 a.m.


Secretary


Diana Pienaar, Chairman