

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

Present and constituting a quorum were:

Diana Pienaar	Chair
Jim Schirtzinger	Vice Chair
Kristin Chapman	Assistant Secretary
Anne Coppenhaver	Assistant Secretary
Matthew Williams	Assistant Secretary (<i>Via Phone</i>)

Also participating were:

Gabriel Mena	District Manager, Inframark
Tucker Mackie	District Counsel, Kutak Rock
John Woods	District Engineer, AtkinsRéalis
Bill Patterson	District Agent, CDD Liaison
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. Mena called the meeting to order at 8:30 a.m.
Mr. Mena called the roll and indicated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS **Audience Comments**

- A. Kay Linton, 1530 Hanks Ave
 - i. Expressed optimism about the effectiveness of the temporary blockage and hopes for a "retraining" of individuals not to drive across it. Mentioned similar issues in other parks within the District, as noted by Ms. Pienaar.
- B. Several Hanks Ave residents present, advocating for aesthetically pleasing landscaping on the Hanks Ave median. They emphasize that, as homeowners, they are obligated to maintain their houses' appearances.
- C. Mr. Patterson distributed a list of repair options for the Hanks Ave median, echoing discussions from the previous meeting. The options aim to address the issue comprehensively. Mr. Patterson raised concerns that creating a perimeter barrier might inadvertently transform the area into a park/play space, potentially attracting children.
 - i. Mr. Patterson dismissed the efficacy of additional signs, citing existing ones that already indicate "no parking or driving on the grass."

- 50 ii. Mr. Patterson proposed the alternative of replacing sod and incorporating
- 51 rocks.
- 52 iii. Ms. Coppenhaver inquired about the \$12,000 difference in landscaping
- 53 costs. Mr. Patterson clarified that the additional expense covers additional
- 54 plants like jasmine, aiming to enhance the area's aesthetics. The Board
- 55 expressed reservations about the perceived high cost of landscaping.
- 56 iv. Mr. Schirtzinger suggested starting with rocks and sod, and considering
- 57 additional landscaping later if necessary.
- 58 v. A motion was made to select option 3, involving landscaping and large
- 59 rocks at a cost of \$39,051.23.
- 60

61 On MOTION by Ms. Coppenhaver, seconded by Ms.
62 Chapman, with all in favor, approval was given to select
63 option 3, involving landscaping and large rocks at a cost of
64 \$39,051.23.

65
66
67 **THIRD ORDER OF BUSINESS** **Consent Agenda**

68 **A. Consideration of the Meeting Minutes from October 18, 2023**

69 No changes were made.

70
71 **B. Consideration of the Invoices and Check Register**

72 The Board reviewed the invoices and check register.

73
74 On MOTION by Mr. Schirtzinger, seconded by Ms.
75 Chapman, with all in favor, approval was given to the
76 consent agenda.

77
78 **FOURTH ORDER OF BUSINESS** **Staff Reports**

79 **A. District Agent**

80 **1. Review of the Grounds Maintenance Report**

81 Mr. Patterson presented the report to the Board. The Board reviewed and had
82 no questions or comments.

83 **2. Consideration of the November Authorizations**

84 Mr. Patterson presented the November authorizations to the Board.

- 85 i. Firebush is in decline, proposing replacement with green arboricola,
- 86 which requires time to grow.
- 87 ii. Firebush replacement, Brightview SO#8271486 for \$3,396.02
- 88

89 On MOTION by Mr. Schirtzinger, seconded by Ms.
90 Chapman, with all in favor, approval was given to
91 Brightview's proposal for Firebush replacement,
92 SO#8271486 in the amount of \$3,396.02

- 93
- 94 iii. Mr. Patterson and Mr. Schirtzinger have engaged with Homeland
- 95 Security regarding the wall repainting project, and cooperation appears
- 96 promising.
- 97 iv. Jake Street Fountain - original builder

98 v. Ms. Coppenhaver inquired about the status of the previously approved
99 replanting and new sod for Jake Street Fountain. Mr. Patteson committed
100 to following up with Steve from Brightview.

101
102 **B. District Engineer**

103 **1. Review of the District Engineer’s Report**

- 104 i. Sign directive 69 - still in the process of collecting signs
- 105 ii. Unit 1 seal and restripe were canceled due to recent rain; efforts are underway
- 106 to reschedule for early December.
- 107 iii. Unit 3 & Unit 7 pavement projection - received timing from COA; Mr.
- 108 Woods is coordinating with CDD to align paving schedules.
- 109

110 **C. District Counsel**

111 Ms. Mackie had nothing to update the Board on at this time. Ms. Mackie received
112 emails regarding the final transfer to the US government; the Board will review the
113 final agreement in an upcoming meeting.

114
115 **D. District Manager**

116 **1. Review of the Financial Statements**

- 117 i. Financial Statements; Urges consideration of future plans; a long-term
- 118 improvement plan for the District is needed.
- 119 ii. Third-Quarter Website Compliance Audit
- 120

121 **FIFTH ORDER OF BUSINESS** **Consideration to Allocate Fund balance**
122 **for Fiscal Year 2023**

- 123
- 124 i. Motion to allocate funds for fiscal year 2023

125 On MOTION by Ms. Coppenhaver, seconded by Ms.
126 Chapman, with all in favor, approval was given to assign
127 fund balance for Fiscal year 2023.

128
129 **SIXTH ORDER OF BUSINESS** **Supervisor Requests**

130 No supervisor requests.

131
132 **EIGHTH ORDER OF BUSINESS** **Adjournment**

133
134 On MOTION by Ms. Chapman, seconded by Mr. Williams,
135 with all in favor, the meeting adjourned at 9:30 a.m.

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140 _____
Secretary/Assistant Secretary

140 _____
Chairman/Vice Chairman

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140 Secretary/Assistant Secretary

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140 Chairman/Vice Chairman

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