

**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 on Wednesday, May 20, 2026, at 8:30 a.m. at Grace Hopper Hall, 1913 Meeting Hall, Orlando, Florida 32814.

Present and constituting a quorum were:

Diana Pienaar	Chairperson
Jim Schirtzinger	Vice Chairperson
Anne Coppenhaver	Assistant Secretary
Sarah Matyi	Assistant Secretary

Also present, either in person or via communications media technology, were:

Michael Perez	District Manager, Inframark
Tucker Mackie	District Counsel, Kutak Rock LLP (<i>via phone</i>)
Carlina Matiz	District Engineer, AtkinsRéalis
Stacey Fryrear	District Agent, Sentry Management
Erin Gilreath	District Agent, Sentry Management
Diana Lopez	District Accountant, Inframark
Steve Peters	Representative, BrightView Landscapes

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 associated with obtaining an audio copy.

FIRST ORDER OF BUSINESS Call to Order and Roll Call

Mr. Perez called the meeting to order at 8:30 a.m. and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS Public Comments on Agenda Items

Resident 1 asked questions about the budget. Mr. Perez advised that anyone could reach out to him outside the meeting for specifics regarding the budget and explained the process of the budget timeline to the audience.

Mr. Gilreath stated that a resident was present to discuss agenda item 4E.i for the OUC easement. District Staff stated they were still working on the project details, and nothing could be decided at this time.

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THIRD ORDER OF BUSINESS Consent Agenda

A. Consideration of Meeting Minutes of April 15, 2026

On MOTION by Ms. Coppenhaver, seconded by Mr. Schirtzinger, with all in favor, the motion to approve the Meeting Minutes of April 15, 2026, carried. (4-0)

B. Review of Accounting Snapshot

Mr. Perez reviewed the financial status of the District with the Board.

C. Acceptance of April 2026 Check Register

On MOTION by Ms. Coppenhaver, seconded by Ms. Pienaar, with all in favor, the motion to accept the April 2026 Check Register carried. (4-0)

D. Acceptance of April 2026 Financial Statements

On MOTION by Mr. Schirtzinger, seconded by Ms. Matyi, with all in favor, the motion to accept the April 2026 Financial Statements carried. (4-0)

FOURTH ORDER OF BUSINESS Staff Reports

A. District Agent Report

Ms. Gilreath reviewed the current budget status for landscape and hardscape with the Board. She also reviewed the proposals presented in the agenda package and provided different options for some of the items.

i. Review of Authorizations

a. Brightview Proposals

1. Proposal #8901691

On MOTION by Ms. Pienaar, seconded by Ms. Coppenhaver, with all in favor, the motion to approve BrightView Proposal #8901691 in the amount of \$5,519 carried. (4-0)

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2. Proposal #8911512

Mr. Schirtzinger asked about the difference in labor costs for this proposal compared to the other proposal. Discussion ensued. Mr. Peters offered a 10% discount on this and the previous proposal #8901691.

On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver, with all in favor, the motion to approve Brightview Proposal #8911512 in the amount of \$4,290.20 carried. (4-0)

3. Proposal #8913448

On MOTION by Ms. Coppenhaver, seconded by Ms. Matyi, with all in favor, the motion to approve Brightview Proposal #8913448 in the amount of \$16,911.67 carried. (4-0)

4. Proposal #8917627

Discussion ensued regarding reaching out to the City of Orlando and having the curb moved back. Ms. Matiz was directed by the Board to contact them regarding this matter.

5. Proposal #8917640

On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver, with all in favor, the motion to approve Brightview Proposal #8917640 in the amount of \$1,202.80 carried. (4-0)

Mr. Peters resumed discussions regarding Proposal #8917627.

On MOTION by Ms. Matyi, seconded by Ms. Coppenhaver, with all in favor, the motion to approve Brightview Proposal #8917627 with an NTE in the amount of \$2,000 for sod only carried. (4-0)

6. Proposal #8912641

On MOTION by Ms. Pienaar, seconded by Ms. Matyi, with all in favor, the motion to approve Brightview Proposal #8912641 in the amount of \$3,340 carried. (4-0)

7. Proposal #8912689

On MOTION by Ms. Pienaar, seconded by Ms. Coppenhaver, with all in favor, the motion to approve Brightview Proposal #8912689 in the amount of \$5,096 carried. (4-0)

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109 **8. Hurricane Coverage Agreement**

110 Mr. Peters presented an agreement for hurricane coverage.

111 On MOTION by Ms. Coppenhaver, seconded by Mr. Schirtzinger,
112 with all in favor, the motion to approve Brightview Hurricane
113 Coverage Agreement with an NTE in the amount of \$10,000 carried.
114 (4-0)

115

116 **b. DRS Construction of Central Proposals**

117 **1. DRS Proposal #6030**

118 On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver,
119 with all in favor, the motion to approve DRS Proposal #6030 in the
120 amount of \$47,712.50 carried. (4-0)

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122 **2. DRS Proposal #6000**

123 On MOTION by Mr. Schirtzinger, seconded by Ms. Coppenhaver,
124 with all in favor, the motion to approve DRS Proposal #6000 in the
125 amount of \$6,500 carried. (4-0)

126

127 **3. DRS Proposal #6029**

128 Mr. Schirtzinger stated that the pergola needed to be repaired before it is pressure washed
129 and painted. This proposal was tabled.

130

131 **4. DRS Proposal #6007**

132 On MOTION by Ms. Matyi, seconded by Ms. Coppenhaver, with all
133 in favor, the motion to approve DRS Proposal #6007 in the amount of
134 \$7,750 carried. (4-0)

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136 Ms. Coppenhaver left the meeting.

137

138 **5. DRS Proposal #6015**

139 On MOTION by Mr. Schirtzinger, seconded by Ms. Pienaar, with all
140 in favor, the motion to approve DRS Proposal #6015 with an NTE in
141 the amount of \$6,875 carried. (3-0)

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6. DRS Proposal #6004

On MOTION by Mr. Schirtzinger, seconded by Ms. Pienaar, with all in favor, the motion to approve DRS Proposal #6004 in the amount of \$1,715.48 carried. (3-0)

7. DRS Proposal #6019

On MOTION by Ms. Peinaar, seconded by Ms. Matyi, with all in favor, the motion to approve DRS Proposal #6019 in the amount of \$16,911.67 carried. (3-0)

c. Baldwin Park CDD Monthly Report

Ms. Gilreath continued her report to the Board.

Ms. Matyi asked Sgt. McNicholas about the processes for invoicing, pay, and shifts.

Mr. Perez and Ms. Gilreath spoke regarding a resident report that the seal coating had caused damage to the fence.

B. Brightview Landscaping

This topic was covered under section 4A with the District Agents Report.

C. District Engineer Report

Ms. Matiz discussed the proposals from the broken pipe and provided the status of repairs. Questions are due on May 22, 2026, and bids are due May 29, 2026.

D. District Counsel

Ms. Mackie discussed the records request for Brightview and landscape items.

E. District Manager

i. Discussion of OUC Permission to Move Utilities from Resident Property

This topic was discussed in section 2 with the Public Comments.

ii. Registered Voters Count (6,833)

Mr. Perez advised that there were 6,833 registered voters in the District as of April 15, 2026.

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iii. Discussion of Form 1 Due Date of July 1, 2026

Mr. Perez advised the Board that Form 1 needed to be submitted by July 1, 2026, to remain in compliance. He also advised that Seats #1, 2, and 3 were up for the 2026 General Election.

iv. Reserve Study Report and Expenditures

Mr. Perez reviewed the reserve study with the Board.

FIFTH ORDER OF BUSINESS

Business Items

A. Consideration of Resolution 2026-02; General Election 2026

On MOTION by Mr. Schirtzinger, seconded by Ms. Matyi, with all in favor, the motion to adopt Resolution 2026-02; General Election 2026 carried. (3-0)

B. Consideration of Resolution 2026-03; Approval of FY2026-2027 Proposed Budget and Setting Public Hearing

i. Exhibit A – FY2026-2027 Proposed Budget First Draft

The Board approved the proposed budget as presented and set their public hearing for August 19, 2026, at 8:30 a.m.

On MOTION by Mr. Schirtzinger, seconded by Ms. Matyi, with all in favor, the motion to adopt Resolution 2026-03; Approval of FY2026-2027 Proposed Budget and Setting Public Hearing carried. (3-0)

C. Consideration of Resolution 2026-04; Setting Public Hearing on Revised Rules of Procedure

i. Notice of Rule Development for Revised Rules of Procedure (2026)

ii. Notice of Rulemaking for Revised Rules of Procedure (2026)

iii. Revised Rules of Procedure (2026)

Ms. Mackie reviewed Resolution 2026-04; Setting Public Hearing on Revised Rules of Procedure with the Board. She discussed the reason for the update and resolution along with the need to set the public hearing for August 19, 2026, as well.

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On MOTION by Mr. Schirtzinger, seconded by Ms. Matyi, with all in favor, the motion to adopt Resolution 2026-04; Setting Public Hearing on Revised Rules of Procedure carried. (3-0)

SIXTH ORDER OF BUSINESS

Supervisor Requests

Mr. Schirtzinger would like to participate in the communications regarding the pipe repairs.

Ms. Matyi wants to be present for the bat box installation.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Pienaar, seconded by Ms. Matyi, with all in favor, the meeting was adjourned at 10:27 a.m. (3-0)

DocuSigned by:



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Secretary/Assistant Secretary

Signed by:

Diana Edwards Pienaar

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Chairperson/Vice Chairperson