

MYRTLE CREEK IMPROVEMENT DISTRICT BOARD OF SUPERVISORS' MEETING MINUTES

FIRST ORDER OF BUSINESS

The Board of Supervisors' Meeting for the Myrtle Creek Improvement District was called to order on Tuesday, October 20, 2020 at 5:00 p.m. via telephonic conferencing due to the COVID-19 Executive Order 20-246.

Present via phone:

Bob Da Silva	Chairman
Kam Shenai	Vice-Chair
Kyle Scholl	Assistant Secretary (joined @ 5:04 p.m.)
John Lynaugh	Assistant Secretary
Marsha Leed	Assistant Secretary

Also attending via phone:

Lynne Mullins	PFM
Jennifer Walden	PFM
Kevin Plenzler	PFM
Ralph Ireland	Tavistock
Dan Byrnes	Tavistock
Tucker Mackie	Hopping Green & Sams
Deb Sier	Hopping Green & Sams
Jeff Newton	Donald W. McIntosh Associates
Larry Kaufmann	Construction Supervisor & Construction Committee Member
Scott Thacker	Construction Committee Member

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden noted for the record there were no public comments at this time.

THIRD ORDER OF BUSINESS

Discussion Regarding Executive Order 20-246

Ms. Walden stated the Executive Order is included in the packet which states the District is able to hold their meetings via telephonic conferencing due to the COVID-19 situation. Also included is a proof of the ad that notes the Executive Order as well as the telephonic conferencing information so the public can join.

Mr. Shenai asked about the November meeting and Ms. Walden replied that it will most likely be held in person and District staff will keep the board updated with any changes. District staff secured the Courtyard Orlando Lake Nona next to the Tavistock Offices.

Ms. Mackie added the District will continue to offer virtual access to the meeting for the public to attend. Board members would need to participate in person but this option would keep the numbers of people meeting in person down.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the September 21, 2020 Board of Supervisors' Meeting

Board Members reviewed the minutes from the September 21, 2020 Board of Supervisors' Meeting.

On Motion by Mr. Da Silva, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District approved the Minutes of the September 21, 2020 Board of Supervisors' Meeting.

FIFTH ORDER OF BUSINESS

Matters Pertaining to Local Alternative Mobility Network ("LAMN")

- a) Presentation Regarding LAMN**
- b) Presentation of Preliminary Operation and Maintenance Assessment Methodology Report**
- c) Interlocal Agreement Among the District, the Boggy Creek Improvement District, the Greenway Improvement District, the Myrtle Creek Improvement District and the Poitras East Community Development District Regarding Maintenance of the Greenlink Improvements within the Local Alternative Mobility Network Improvements**

Mr. Byrnes and Mr. Ireland presented the Local Alternative Mobility Network (Minutes Exhibit A) and discussed a \$20,000,000.00 Federal Grant that was awarded and would help support at Local Alternative Mobility Network to benefit all Lake Nona. Board Members brought up questions regarding the ponds. Mr. Ireland replied to the questions and described how water would be circulated, filtered, and recirculated.

Mr. Scholl joined the meeting in progress at 5:04 p.m. and has been listening to the presentation. Mr. Shenai asked about the timeframe for the Local Alternative Mobility Network. Mr. Ireland stated it will take three

years to build the project a question was raised related to cost. Mr. Ireland replied it will be 2023 or 2024 before the District will see the total financial impact to the District.

Mr. Plenzler presented the Preliminary Local Alternative Mobility Network Operation and Maintenance Assessment Methodology Report.

Mr. Scholl asked what could change the potential of these percentages. Mr. Plenzler replied nothing would change the percentages but the dollar amounts could change. The Master Methodology was used for the ERUs and to generate the trips. If the Districts built out in a way that was radically different than the master methodologies as currently constituted it may be worth reviewing in a few years. Mr. Scholl asked if Mr. Plenzler was referring to the potential of more or less rooftops in any of the Districts that could potentially alter the transportation pattern or the amenity usage. Mr. Plenzler replied yes and provided an example.

Mr. Lynaugh asked Mr. Plenzler to give specific examples of what the \$63,171.00 will be spent on and asked what the District will be paying for. Mr. Plenzler explained with respect to the dollar amounts it would not be dedicated to any one O&M Improvement. The balance of where the O&M dollars go tend to be toward the landscaping that would be associated with this. A discussion took place regarding the landscaping. Mr. Byrnes stated there is a cost share agreement with the interchange and that is the idea here and some of the costs driving that are around the regional park Amenity and the Greenlink. He asked Mr. Plenzler to give an example home in Myrtle if the Budget was fully spent and the financial impact to a homeowner per month or per year. Mr. Plenzler explained what it would represent at build out for residents in Myrtle Creek based on the current O & M Budget that is in place would represent about a 19% increase. For a single family large home in Myrtle it would be an additional increase 3-5 years down the road of approximately \$73.00 per year or \$6.00 per month. The assessment is being allocated across all land uses within the District.

Mr. Da Silva questioned the benefit to Village Walk and why they are paying just as much as those closest to the amenity when the transportation is only stopping at their gate. A lengthy discussion took place regarding the cost share for Village Walk and he suggested that the autonomous vehicle make a loop around the inside of Village Walk town center and the enclave instead of stopping at the wet gate. Mr. Da Silva stated the people that live along the Greenlink should be paying four times what Village Walk pays for the amenity. Mr. Plenzler explained that all the other Districts are receiving a larger increase due to the benefit received. A lengthy discussion took place about derived benefit and some suggestions were made to the Developers.

Ms. Mackie asked Mr. Da Silva if the objection related to just the access issue. Mr. Da Silva stated he thinks the residents should be polled and the Board is not committing to anything today. Any proposal, option, or anything put on the table today is not a formal proposal and not binding on the District. Mr. Da Silva suggested that if Village Walk and the Enclave had actual service in the neighborhoods, then the proposal might be proportionate, and the District might agree. He suggested the Amenity portion should be less for people north of the 417 than for those south of the 417 and the transportation factor should be based on some radius from a pickup point. Mr. Ireland stated the cost is not for shuttle service but it seems the Board does not see a benefit to the District for the participation in the regional park and the benefit may be derived from having a shuttle service to Village Walk. The Developer will have to come back to the Board regarding the Local Alternative Mobility Network. Mr. Shenai asked for a copy of the presentation. This item will be kept on the agenda.

Ms. Mackie suggested that the Board table the Interlocal Agreement.

SIXTH ORDER OF BUSINESS**Consideration of Fiscal Year
2020 Engagement Letter**

Ms. Walden noted District staff is still working with the Auditor to make the necessary changes and is asking the Board to table this item until the next meeting.

SEVENTH ORDER OF BUSINESS**Ratification of Operation and
Maintenance Expenditures
paid in September 2020 in an
amount totaling \$112,528.78**

Board Members reviewed the Operation and Maintenance Expenditures paid in September 2020 in an amount totaling \$112,528.78.

On Motion by Mr. Shenai, second by Mr. Da Silva, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District ratified the Operation and Maintenance Expenditures paid in September 2020 in an amount totaling \$112,528.78.

EIGHTH ORDER OF BUSINESS**Recommendation of Work
Authorizations/Proposed
Services**

Mr. Kaufmann noted there are no work authorizations for this District.

NINTH ORDER OF BUSINESS**Review of District's Financial
Position and Budget to Actual
YTD**

Board Members reviewed the Statement of Financial Position and Budget to Actual through the end of September. Ms. Walden noted that the District has expenses of \$779,000.00 vs. an overall budget of just over \$1,000,000.00. and she reminded the Board that while the District is trending under budget the District does have up to 60 days past the end of the Fiscal Year to incur expenses and District staff will have some updated numbers at the next meeting. No action is required by the Board.

Mr. Shenai stated the District Irrigation Repairs is over budget. The budget is \$30,000.00 and the actual expenses are \$89,000.00 and he asked about the root cause for the overage. Mr. Thacker explained the majority of it is construction related. The District is seeking reimbursement from the County and or their General Contractor Felix. The current amount of the reimbursement is around \$40,000.00. there were additional repairs required he believes are most likely the result of the construction but it is not as cut and dry to where he feels comfortable blaming the construction for those repairs.

Mr. Shenai stated the reserves are at \$168,400.00 which is a good number and he asked why the number is higher than the previous month. Ms. Walden stated District staff put the reserve amounts for the year into

the account at the end of the fiscal year, which was \$10,000.00 and an additional \$2,000.00. Mr. Shenai looks forward to seeing the numbers in 60 days to discuss what to do with the surplus going forward.

TENTH ORDER OF BUSINESS

Staff Reports

District Counsel –

No Report

District Manager –

Ms. Walden noted the next meeting is scheduled for Tuesday, November 10, 2020, at 5:00 p.m. which is the 2nd Tuesday of the month and will take place at the Courtyard Orlando Lake Nona 6955 Lake Nona Boulevard, Orlando, FL 32827 if it is not extended.

District Engineer –

No Report

Construction Supervisor –

No Report

District Landscape Supervisor–

Mr. Thacker stated that Mr. Shenai asked him to share a couple updates on landscape enhancements now that the construction project on the roadway is looking like it is starting to come to a close. At the end of Lake Nona where it connects into Narcoossee road the landscape median was reduced in size due to the utility and roadwork project. The Contractor is required to put new landscaping back that is similar in scale and quality to what had been there previously. District staff reviewed the Landscape Plans, commented, and the Landscape Plan has been adjusted based on those comments. The landscape that will go back will be similar but not as much plant material because it is a reduced width median. The District is waiting until the end of the construction project to do more substantial landscape enhancement. The Construction Committee is studying what those enhancements will look like. A lot of the plant material in the median is nearing the end of life and it is time to remove the aged material and install new shrubs and plants. As the Construction Committee makes specific recommendations and plans they will come to the Board with the plans and how it impacts District expenses that are budgeted for the year.

ELEVENTH ORDER OF BUSINESS

Supervisor and Audience Comments & Adjournment

Mr. Shenai asked if it was possible to find out the webpage traffic and how many people utilize the webpage or is the District just maintaining the webpage to meet Statutory requirements. Ms. Walden will reach out to the vendor to see if there is an option to find out the webpage traffic and if there is a cost associated. PFM does not have anything set up that monitors District website traffic. Ms. Walden will report back to the

Board after speaking with the Website Vendor. Ms. Mackie stated this is a frequent question of a lot of Boards but if the answer is that, even if there is only one click on the website per month, the District is still required to have a website. Mr. Da Silva stated if it gets more awareness it could be a great form of communication with the residents.

Mr. Lynaugh asked if Tavistock staff could meet with individual Board Members to review, discuss and disseminate information to the community without violating the sunshine law. Ms. Mackie stated the Board can meet individually with any Tavistock employee to discuss this outside of a Board meeting however the Board is prevented from meeting amongst each other to discuss this. If the Board wants to identify one particular member to have further discussions as to what changes if any there would be to the Methodology Report or the plan to be presented at the next meeting, they can do that. Mr. Shenai proposed that Mr. Da Silva be the representative of the Board and provided consolidated feedback from the rest of the Board. Ms. Mackie stated any Board Member can write down their thoughts on the situation and provide those to Tavistock, but they cannot be provided to Mr. Da Silva to articulate on the Board's behalf. She suggested that a designated board member continue the conversation with Tavistock offline outside of a meeting and provide an update to the Board at the following meeting. Anything to be discussed by the Board collectively must be done so at the noticed meeting. An HOA meeting will be held soon and Mr. Lynaugh sits on the Board he will discuss this item with the HOA Board. A discussion took place. Mr. Da Silva requested Tavistock provide the presentation to each Board Member to review. The District is open to talking about it and asked the Developer to put themselves in the perspective of a Village Walk resident. Mr. Byrnes stated this needs to be reviewed and understand it better and they asked PFM to run the analysis because the Developer did not want to be in the position to determine fairness. Mr. Shenai stated this should be a major topic for the next Board meeting. Mr. Da Silva stated he will speak to Tavistock outside the Board meeting and noted he used to be an employee of Tavistock but he is a resident of Village Walk and his interest is in being fair and representing the constituents. Ms. Mackie requested a motion.

On Motion by Mr. Lynaugh, second by Mr. Shenai, with all in favor, the Board of Supervisors for the Myrtle Creek Improvement District appointed Mr. Da Silva to be the contact person with Tavistock.

There was no other business to discuss so, Ms. Walden requested a motion to adjourn.

On Motion by Mr. Shenai, second by Mr. Lynaugh, with all in favor, the October 20, 2020, meeting of the Board of Supervisors for the Myrtle Creek Improvement District was adjourned.


Secretary/Assistant Secretary


Chair/Vice Chair

EXHIBIT A

LOCAL ALTERNATIVE MOBILITY NETWORK



Reimagining Mobility Project

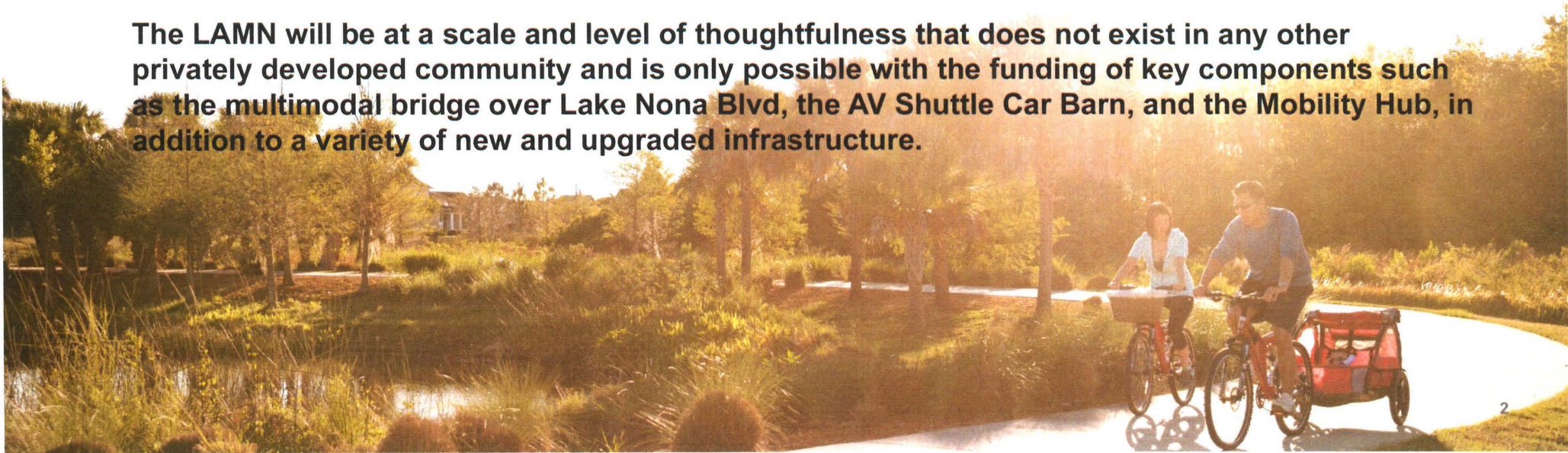
Local Alternative Mobility Network
Orange County, Florida



LAMN Overview

Lake Nona will be home to a first of its kind, robust Local Alternative Mobility Network (LAMN). The LAMN will tie into existing and future infrastructure and integrate multi-modal systems into a rapidly developing urban fabric. Accommodating pedestrians, cyclists (both casual and commuter), electric assist personal vehicles, and a fleet of autonomous vehicles (AV), the project will both modify existing and create new infrastructure consisting of multi-use corridors, dedicated commuter ways, mobility hubs, and AV support infrastructure. The LAMN will reduce automobile dependency and better connect residents, visitors, and students to employment, medical facilities, essential services, retail, education, and entertainment.

The LAMN will be at a scale and level of thoughtfulness that does not exist in any other privately developed community and is only possible with the funding of key components such as the multimodal bridge over Lake Nona Blvd, the AV Shuttle Car Barn, and the Mobility Hub, in addition to a variety of new and upgraded infrastructure.



PRIMARY COMPONENTS



MOBILITY NETWORK

- Infrastructure and amenities required for AV fleet, bicycles and other micro-mobility personal vehicles, and pedestrians
- Currently in schematic design



GREENLINK

- A linear mobility park that replaces a traditional vehicular roadway with a water conveyance system
- Connects the mixed-use district with Town Center and Village Center
- Currently in pre-construction



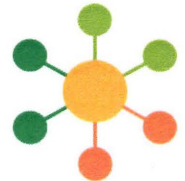
GREENLINK BRIDGE

- Dedicated AV, bicycle, & pedestrian bridge crossing Lake Nona Blvd
- Connects Town Center with the Greenlink
- Currently in concept design



CAR BARN

- Storage, training course, and maintenance for the AV fleet
- Schematic design complete



MOBILITY HUB

- Facility for recreational and commuters for all modes of personal micro-mobility transportation
- Located in Town Center
- Currently in concept design

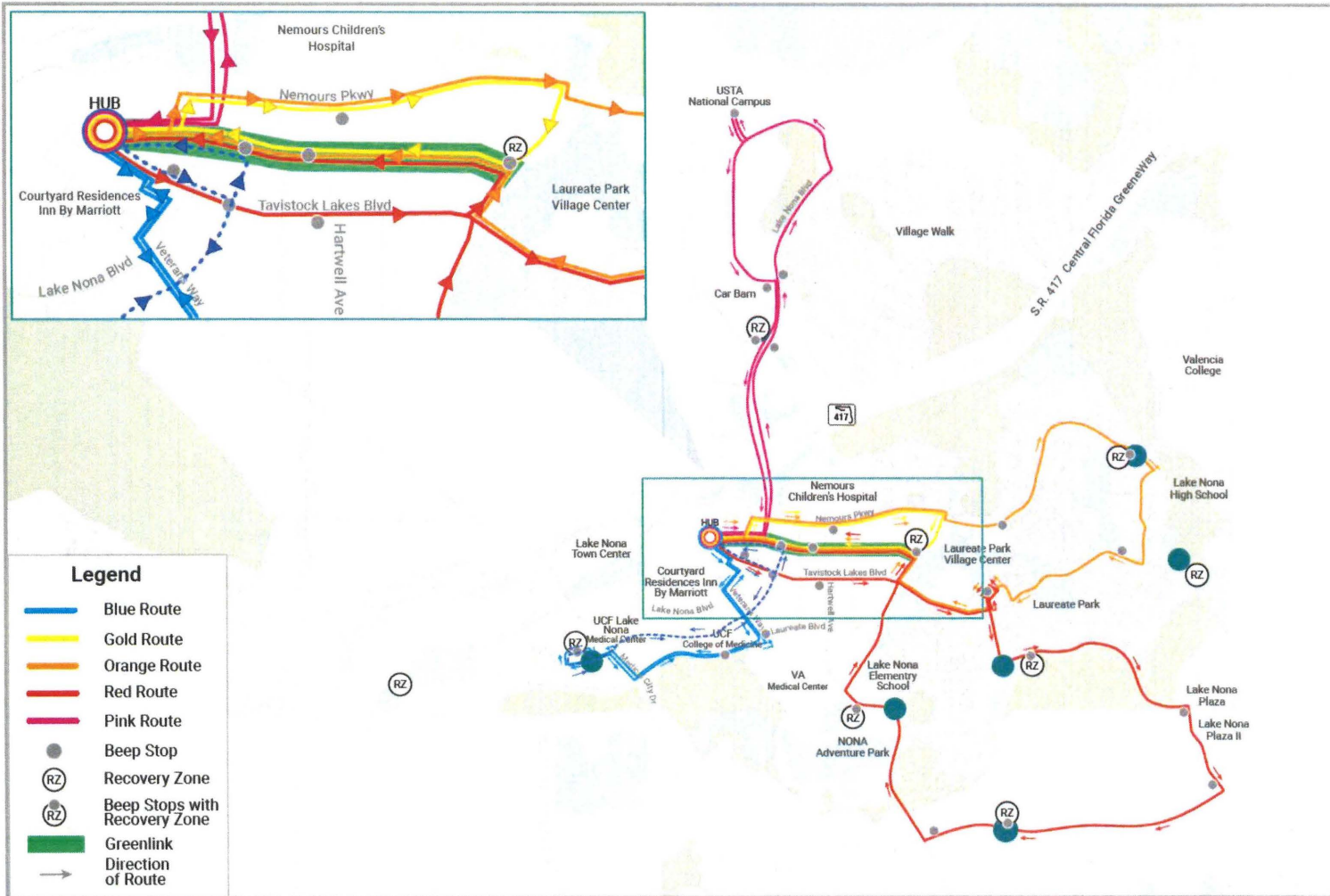
MICROMOBILITY NETWORK

MICROMOBILITY NETWORK

- Nearly 5 miles of dedicated micromobility commuter lanes
- Enhancement of 25 miles of on-street dedicated bicycle lanes
- 6 additional miles of multi-use trails



PROPOSED AV SHUTTLE NETWORK



AV NETWORK

- 15.5 miles of shared right-of-way routes
- Nearly 2 miles of dedicated AV shuttle lanes
- Flexibility for future route changes and expansion

AV & MICROMOBILITY NETWORK AMENITIES

AV SHUTTLE STOPS W/ SHELTER

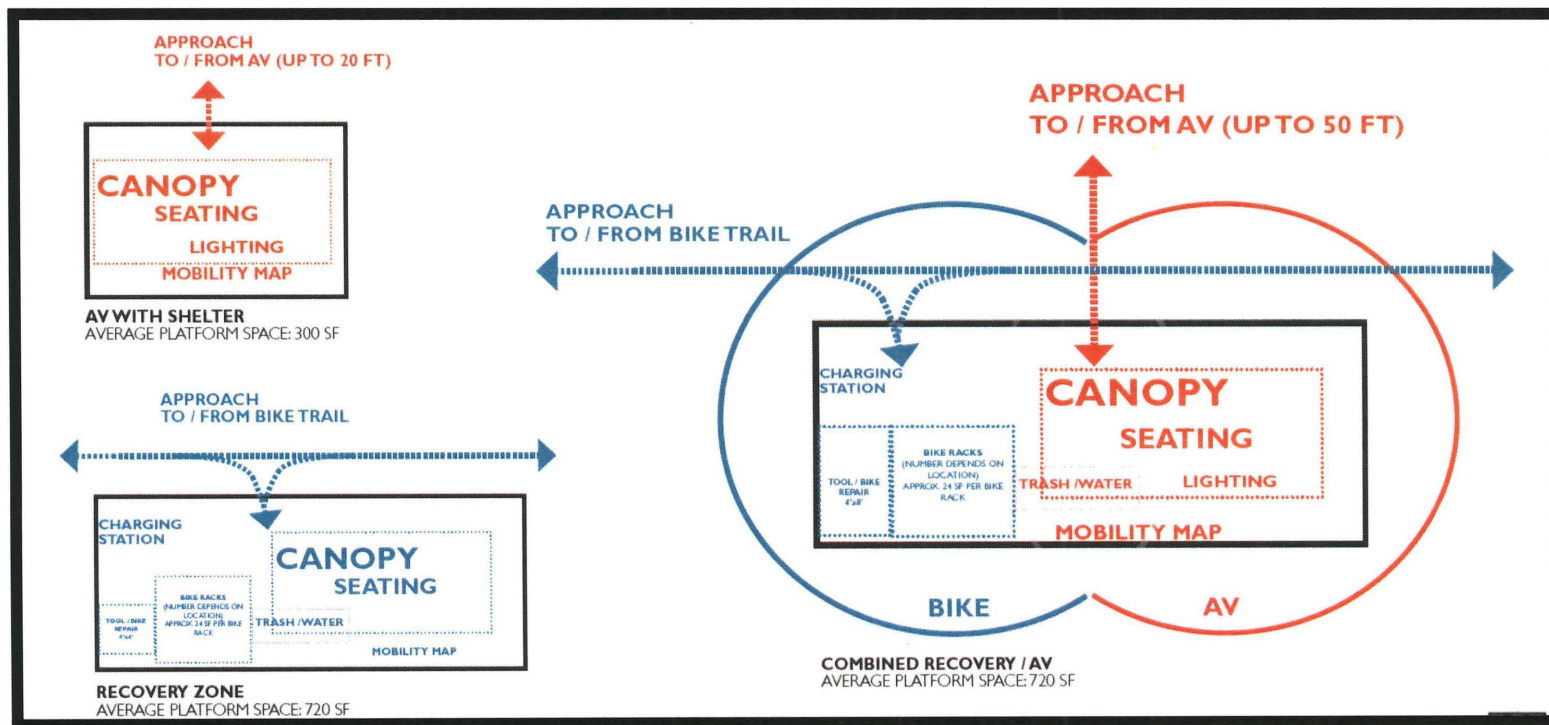
Of the 25 AV stops, 2 will be dedicated w/ shelter

RECOVERY ZONES

9 total planned Recovery Zones

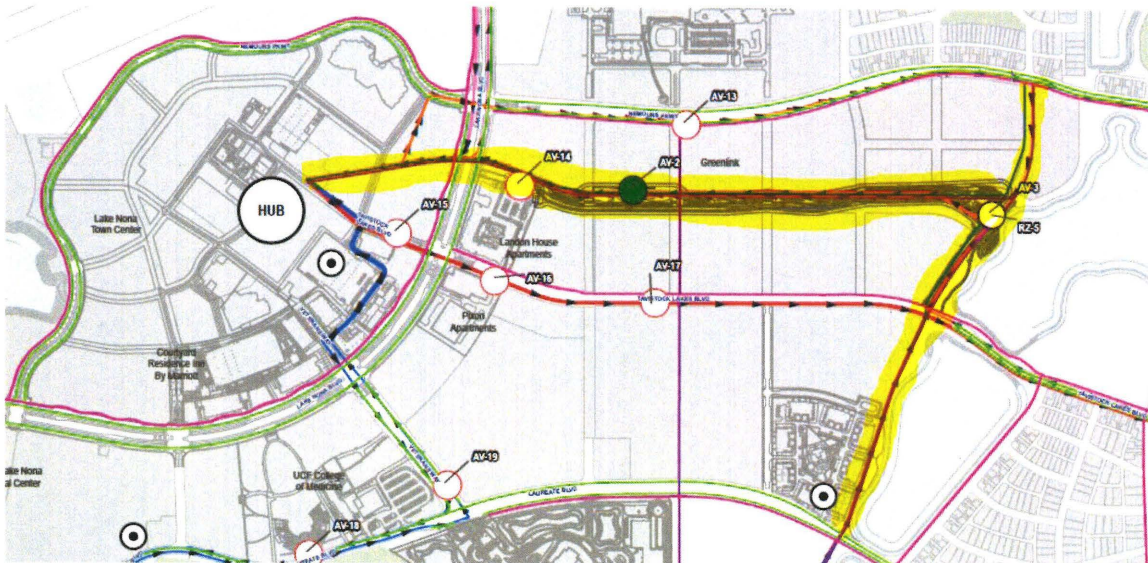
COMBINED RECOVERY ZONES W/ AV STOPS

Of the 9 Recovery Zones, 2 will be combined with AV stops



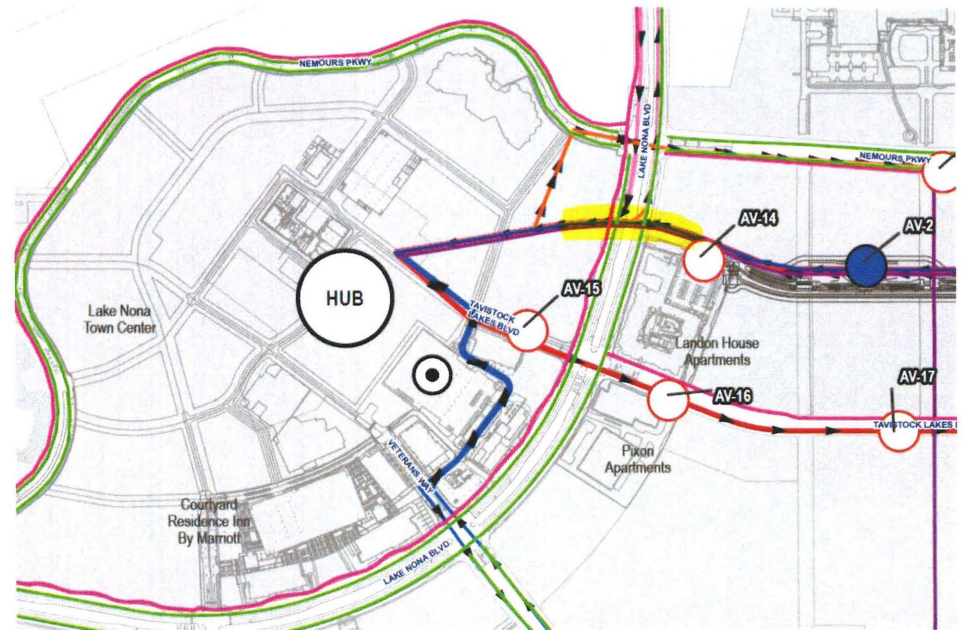
GREENLINK

- Over 9000 LF linear park and mobility network
- Includes dedicated micromobility commuter way and pedestrian paths
- Introduces 9,000 LF of dedicated AV lanes:
 - 4,500 LF E-W along the Greenlink to the Mobility Hub
 - 4,500 LF N-S Lakeside Extension



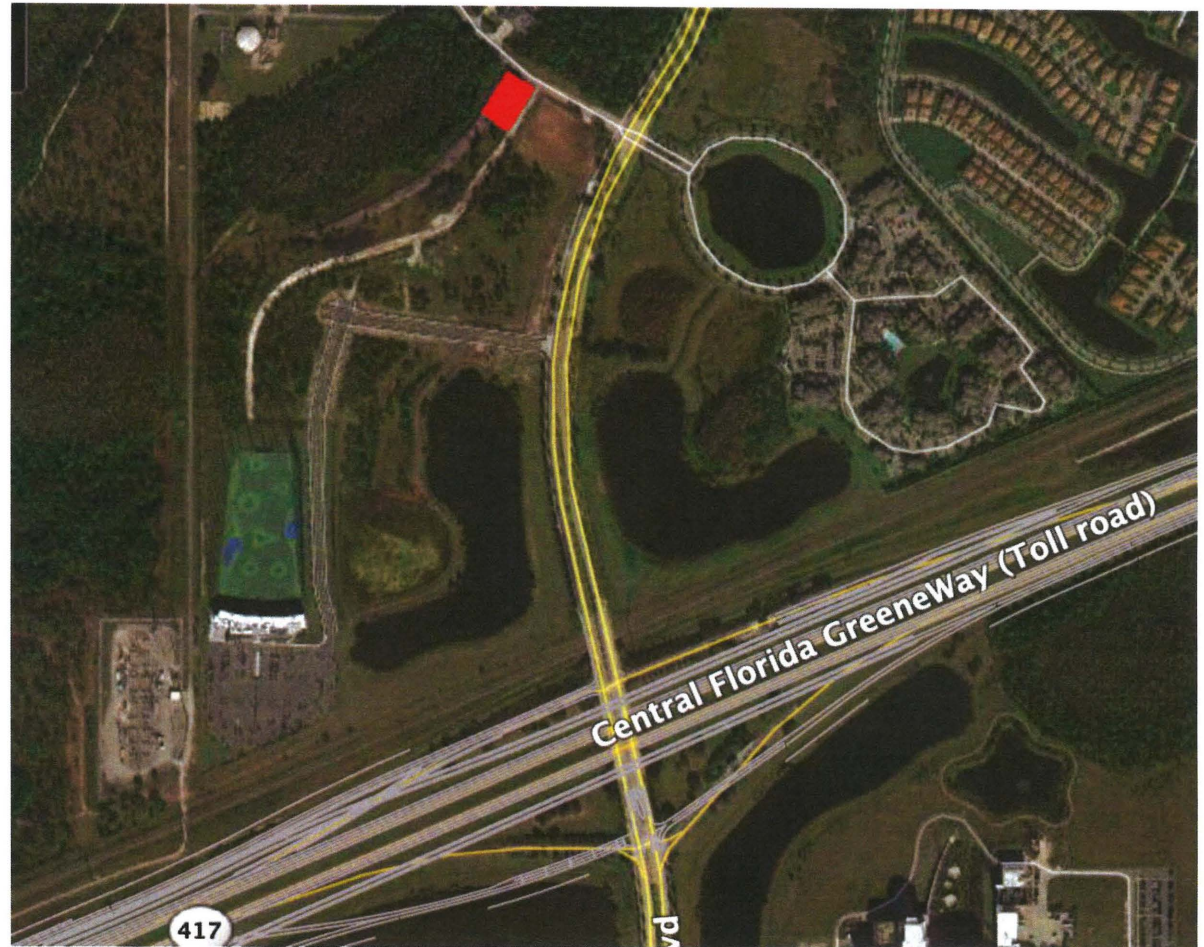
GREENLINK BRIDGE

- Extends Greenlink approximately 700 LF, including a 200-foot span over LN Blvd into the Town Center
- Provides a safe option for AV, pedestrian, and micro-mobility users to cross Lake Nona Blvd
- Improves AV Shuttle route times
- Substantially reduces at-grade conflicts on Lake Nona Boulevard



CAR BARN (non-CDD)

- 9,600 SF conditioned space
- 10 interior & 10 outdoor AV charging stations
- 4 interior maintenance bays
- Programming and calibration course



MOBILITY HUB (non-CDD)

- Approx. 4,000 SF micro-mobility user services center
- Connects different modes of transportation and serves as a town center AV stop
- Serves micro-mobility users such as office commuters as well as visitors to Lake Nona
- Includes limited access restrooms, showers, short and long term bicycle and micro-mobility storage, system wayfinding information, repair services, charging stations, and a small mobility retail opportunity

