

Midtown Improvement District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900

<https://midtownid.com>

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Midtown Improvement District ("District"), scheduled to be held at **3:30 p.m. on Tuesday, June 16, 2026, at 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

District Staff, please use the following information to join via the computer or the conference line:

Phone: 1-844-621-3956 Computer: pfmcd.webex.com Participant Code: 2531 126 0013#

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the May 19, 2026, Board of Supervisors' Meeting**

Business Matters

2. **Presentation and Review of 2026 District Infrastructure Assessment Report**
3. **Consideration of 2nd Amendment to Personnel Leasing Agreement with Berman**
(provided under separate cover)
4. **Ratification of Operation and Maintenance Expenditures Paid in May 2026 in an amount totaling \$22,830.11** *(provided under separate cover)*
5. **Recommendation of Work Authorizations/Proposed Services** *(if applicable)*
6. **Review of District Financials** *(provided under separate cover)*

Other Business

- A. Staff Reports
 - a) District Counsel
 - b) District Manager
 - c) District Engineer
 - d) Construction Supervisor
 - e) Landscape Supervisor
 - f) Irrigation Supervisor
- B. Supervisor Requests

Adjournment



Midtown Improvement District

**Minutes of the May 19, 2026,
Board of Supervisors' Meeting**

**MIDTOWN IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

Roll Call to Confirm a Quorum

The Board of Supervisors' Meeting for the Midtown Improvement District was called to order on Tuesday, May 19, 2026, at 3:30 p.m. at 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827.

Present:

Rob Adams	Vice Chair
Brent Schademan	Assistant Secretary
Ron Domingue	Assistant Secretary
Damon Ventura	Assistant Secretary

Also Attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	
Blake Firth	PFM	(via phone)
Tucker Mackie	Kutak Rock	(via phone)
Bob Schanck	Donald W. McIntosh Associates	
Will Stafford	Tavistock	
Dan Young	Tavistock	
Rudy Bautista	Tavistock	
Carlos Negrón	Berman	
DJ Batten	Berman	
Samantha Sharenow	Berman	
Eddie Padua	Berman	
Pete Fussell	Berman	
Edgard Morales	Berman	

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden called for public comments and noted there were no members of the public present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
April 21, 2026, Auditor Selection
Committee Meeting**

The Board reviewed the minutes of the April 21, 2026, Auditor Selection Committee Meeting.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Minutes of the April 21, 2026, Auditor Selection Committee Meeting.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the April 21, 2026, Board of Supervisors' Meeting

The Board reviewed the minutes of the April 21, 2026, Board of Supervisors' Meeting.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Minutes of the April 21, 2026, Board of Supervisors' Meeting.

FIFTH ORDER OF BUSINESS

Fiscal Year 2027 DM Fee Increase Letter

Ms. Walden explained the request is for a \$2,500 increase and is the first increase since the District's inception.

On motion by Mr. Ventura, seconded by Mr. Domingue, with all in favor, the Board of Supervisors for the Midtown Improvement District approved the Fiscal Year 2027 DM Fee Increase Letter.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-03, Approving Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing

Ms. Walden noted District staff is asking for a small overall increase in the O&M budget and will stay Developer funded.

On motion by Mr. Schademan, seconded by Mr. Domingue, with all in favor, the Board of Supervisors for the Midtown Improvement District approved Resolution 2026-03, Approving Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing for August 18, 2026, at 3:30 p.m. at 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827.

SEVENTH ORDER OF BUSINESS

Resolution 2026-04, Setting a Public Hearing Date on Adoption of Rules of Procedure

- a) Rules of Procedure**
- b) Notice of Rule Development**
- c) Notice of Rulemaking**

Ms. Walden explained the proposed rules are an exhibit to the Resolution along with the ads that need to be placed. District staff is recommending updating the rules based on changes per Florida Statutes.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Midtown Improvement District approved Resolution 2026-04, Setting a Public Hearing Date on Adoption of Rules of Procedure for August 18, 2026, at 3:30 p.m. at 6900 Tavistock Lakes Blvd., Suite 200, Orlando, FL 32827.

EIGHTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2025 Audit

Ms. Walden noted this is a standard and clean audit and there were no deficiencies in internal controls that would be considered material weaknesses. She added that the Chair has reviewed and signed off on the audit.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Midtown Improvement District accepted the Fiscal Year 2025 Audit.

NINTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in April 2026 in an amount totaling \$23,026.54

The Board reviewed O&M Expenditures paid in April 2026.

On motion by Mr. Schademan, seconded by Mr. Ventura, with all in favor, the Board of Supervisors for the Midtown Improvement District ratified the Operation and Maintenance Expenditures paid in April 2026 in an amount totaling \$23,026.54.

TENTH ORDER OF BUSINESS

Recommendation of Work Authorization/Proposed Services

Ms. Walden noted there were no Work Authorizations.

ELEVENTH ORDER OF BUSINESS

Review of District's Financials

Ms. Walden noted the financials are updated through the end of April. The District is approximately 58% through the Fiscal Year and has spent approximately 37% of the adopted budget. No action is required.

TWELFTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, June 16, 2026.

District Engineer – No report.

Construction Supervisor – No report.

Landscape Supervisor – Mr. Fussell noted the monthly landscape report (Minutes Exhibit A) was provided to the Board and the vendor is still working on the irrigation report. He noted they are starting this week with cutting back on the dead plant material throughout the District.

Ms. Walden noted a line-of-sight issue the Board had previously addressed is becoming a concern again and Cepra is working on a proposal to address the issue.

Mr. Padua explained that he and Mr. Schanck walked the trail areas with drainage issues. Due to the construction on Laureate Boulevard and Centerline Drive, the recommendation is to put the work on hold until the construction work is complete.

Irrigation Supervisor – No report.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Walden called for a motion to adjourn.

On motion by Mr. Domingue, seconded by Mr. Schademan, with all in favor, the May 19, 2026, Meeting of the Board of Supervisors for the Midtown Improvement District was adjourned.

Secretary/Assistant Secretary

Chair/Vice Chair

Midtown ID Monthly Landscape Report – April 2026

Maintenance – Mowing completed weekly on all common turf areas except for non-irrigated Bahia turf due to lack of rain. Edging performed along sidewalks, curbs, and hard surfaces. Shrub Pruning as needed for shape and visibility. Bed weeds manually removed and chemically treated as needed. Detail and trash removal for all areas was completed weekly this month per the specifications. Fertilizer and Pest Control application completed as specified. Irrigation Inspection was completed and the report is submitted separately.

Overall – The site is in Good condition overall. The turf, plants and trees are growing and healthy. No indications or reports of debris or trash accumulating. No signs of disease or insect infestations. A few areas need proposed enhancements.

Issues – Quite a few plants and small trees did not weather the cold very well. These areas have proposed extra work to be completed. The contractor is back logged with extra work and is working to schedule proposed work as soon as possible.

Looking Ahead – Regular maintenance activities continue as scheduled. Pruning for cold damage should be completed soon. Proposals are being generated to fill in bed areas. Scheduling for enhancements, fertilizer, and pest treatments will be provided once determined.

Submitted by

Pete Fussell

Berman

Midtown ID Monthly Landscape Report – April 2026



Midtown ID Monthly Landscape Report – April 2026





Midtown Improvement District

2026 District Infrastructure Assessment Report

DISTRICT INFRASTRUCTURE ASSESSMENT REPORT

MIDTOWN IMPROVEMENT DISTRICT

APRIL 30, 2026

for:

**MIDTOWN IMPROVEMENT DISTRICT
ORLANDO, FLORIDA**



by:

**McINTOSH ASSOCIATES, an LJA COMPANY
1950 SUMMIT PARK DRIVE
ORLANDO, FL 32810**

District Infrastructure Assessment Report

Midtown Improvement District

April 30, 2026

Introduction

In accordance with the Midtown Improvement District Goals, Objectives and Performance Measures and Standards, the District Engineer conducts an annual inspection of the District's infrastructure and related systems. The purpose of this inspection is to evaluate the overall condition, functionality, and maintenance needs of the district's assets to ensure they continue to meet operational, safety, and community standards.

This report serves as the formal record of the Fiscal Year 2026 inspection, providing documentation and findings consistent with the District's established performance standards. The following sections outline the observations resulting from the current inspection cycle.

Multi-Purpose Trails

Multi-Purpose trails (pedestrian paths wider than standard 5-foot-wide concrete sidewalks) within the public road rights-of-way are owned and maintained by the District. During our inspection, we reviewed areas which were observed the previous year, noting areas that have progressed and documented additional cracked and raveling asphalt pavement, cracked concrete pavement, indications of potential base failure, protruding valve covers, worn/discolored decorative crosswalks, and various other conditions possibly warranting further evaluation and/or action by the District, subject to the direction of the Board of Supervisors. See Appendix A for photographs of specific observations and a key map showing the location of each photograph.

Hardscape, Landscape, and Irrigation Facilities

Hardscape, landscape, and irrigation facilities within the public road rights-of-way are owned and maintained by the District. These facilities are inspected throughout the year by the District's landscape and irrigation supervisors and are not included in this annual inspection.

Roundabouts

The District owns and maintains the roundabout truck apron/pavers within the community development district boundary. During our inspection, we reviewed areas which were observed the previous year, noting areas that have progressed and documented additional chipped, cracked and broken pavers, worn/discolored decorative crosswalks, deteriorated thermoplastic striping, and various other conditions possibly warranting further evaluation and/or action by the District, subject to the direction of the Board of Supervisors. See Appendix A for photographs of specific observations and a key map showing the location of each photograph.

Conclusion

The annual inspection of the Midtown Improvement District's infrastructure and related systems has been completed in accordance with District requirements. This inspection fulfills the objective of ensuring that at least one comprehensive review of District assets is conducted and documented each fiscal year.

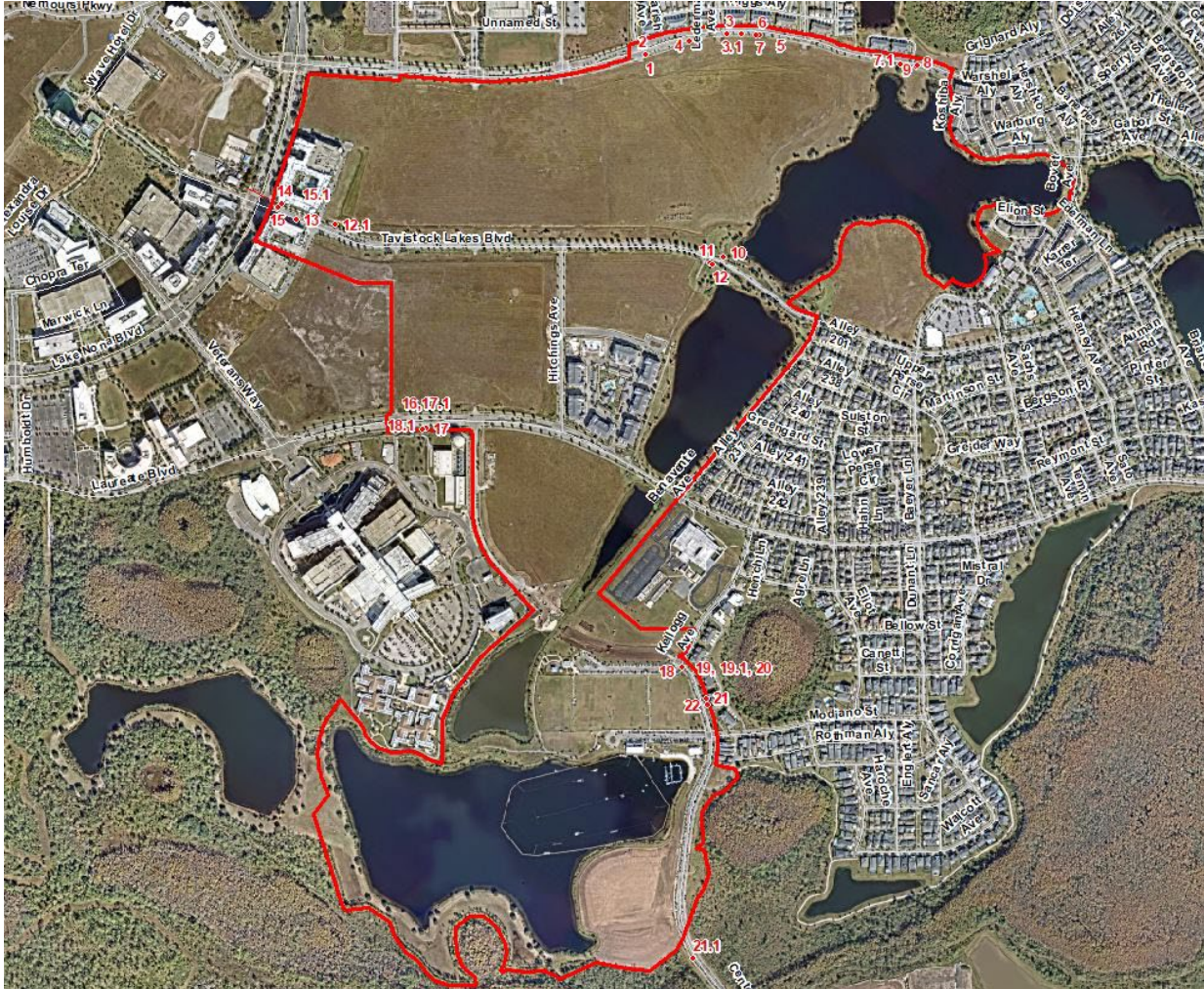
The findings presented in this report provide a current assessment of the condition of the District's infrastructure. The assessment is intended to assist the District in prioritizing resources, addressing issues proactively, and sustaining long-term operational reliability.

Through the completion of this inspection and report, the District continues to uphold its commitment to maintaining safe, efficient, and functional infrastructure in service of the community.

APPENDIX A

Photos

Locations shown have been approximated.



MIDTOWN IMPROVEMENT DISTRICT PHOTO KEY MAP



Photo 1
Deteriorating Thermoplastic and Worn Coloration (No Observed Changes)
(Refer to Prior Photo 1 – 2025 Assessment)



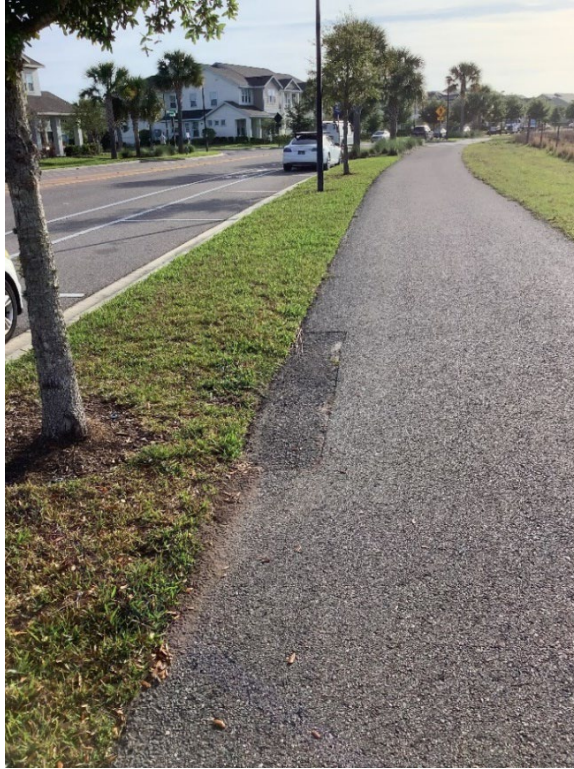
Photo 2
Deteriorating Thermoplastic and Worn Coloration (No Observed Changes)
(Refer to Prior Photo 2 – 2025 Assessment)



Photo 3
Asphalt Edge Raveling (Increased Asphalt Raveling Observed)
(Refer to Prior Photo 3 – 2025 Assessment)



Photo 3.1 – Uneven Asphalt Patch
(New Photo – 2026 Assessment)



**Photo 4 - Poor Quality Asphalt Patch (No Observed Changes)
(Refer to Prior Photo 4 – 2025 Assessment)**



**Photo 5 - Asphalt Raveling (Increased Asphalt Raveling Observed)
(Refer to Prior Photo 5 – 2025 Assessment)**



**Photo 6 - Low Area Holding Water (No Observed Changes)
(Refer to Prior Photo 6 – 2025 Assessment)**



**Photo 7 - Low Area Holding Water (No Observed Changes)
(Refer to Prior Photo 7 – 2025 Assessment)**



**Photo 7.1 – Asphalt Edge Failure
(New Photo – 2026 Assessment)**



**Photo 8
Deteriorating Thermoplastic and Worn Coloration (No Observed Changes)
(Refer to Prior Photo 8 – 2025 Assessment)**



Photo 9
Deteriorating Thermoplastic and Worn Coloration (No Observed Changes)
(Refer to Prior Photo 9 – 2025 Assessment)



Photo 10 - Cracked Asphalt from Side to Side (No Observed Changes)
(Refer to Prior Photo 10 – 2025 Assessment)



**Photo 11 - Surficial Cracked Concrete (No Observed Changes)
(Refer to Prior Photo 11 – 2025 Assessment)**



**Photo 12 - Surficial Cracked Concrete (No Observed Changes)
(Refer to Prior Photo 12 – 2025 Assessment)**



**Photo 12.1 - Poor Quality Asphalt Patch
(New Photo – 2026 Assessment)**



**Photo 13 - Cracked Concrete (No Observed Changes)
(Refer to Prior Photo 13 – 2025 Assessment)**



**Photo 14 - Surficial Cracked Concrete (No Observed Changes)
(Refer to Prior Photo 14 – 2025 Assessment)**



**Photo 15 - Broken Concrete (No Observed Changes)
(Refer to Prior Photo 15 – 2025 Assessment)**



**Photo 15.1 Broken Concrete
(New Photo – 2026 Assessment)**



**Photo 16 - Asphalt Raveling and Base Failure
(Further Edge Failure Observed and Cracked Asphalt from Side to Side)
(Refer to Prior Photo 17 – 2025 Assessment)**



**Photo 17 - Poor Quality Asphalt Patch (No Observed Changes)
(Refer to Prior Photo 20 – 2025 Assessment)**



**Photo 17.1 - Cracked Asphalt from Side to Side
(New Photo – 2026 Assessment)**



**Photo 18 - Asphalt Raveling and Base Failure (No Observed Changes)
(Refer to Prior Photo 22 – 2025 Assessment)**



**Photo 18.1 - Asphalt Raveling and Base Failure, Cracked Asphalt from Side to Side
(New Photo – 2026 Assessment)**



**Photo 19 - Asphalt Raveling and Base Failure (No Observed Changes)
(Refer to Prior Photo 24 – 2025 Assessment)**



**Photo 19.1 - Low Area Holding Water, Asphalt Raveling and Base Failure
(New Photo – 2026 Assessment)**



**Photo 20 – Valve Cover Reveal ½ -inch
(Low Area Holding Water, Asphalt Raveling and Base Failure)
(Refer to Prior Photo 26 – 2025 Assessment)**



**Photo 21 - Cracked Asphalt from Side to Side (No Observed Changes)
(Refer to Prior Photo 28 – 2025 Assessment)**



**Photo 21.1 - Asphalt Edge Failure
(New Photo – 2026 Assessment)**



**Photo 22 - Asphalt Raveling and Base Failure (No Observed Changes)
(Refer to Prior Photo 29 – 2025 Assessment)**



Midtown Improvement District

**2nd Amendment to Personnel Leasing Agreement
with Berman**
(provided under separate cover)



Midtown Improvement District

**Operation and Maintenance Expenditures Paid in
May 2026 in an amount totaling \$22,830.11**
(provided under separate cover)



Midtown Improvement District

Work Authorizations/Proposed Services
(if applicable)



Midtown Improvement District

District Financials
(provided under separate cover)