

1 **MINUTES OF MEETING**

2 **CITY CENTER**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the City Center Community Development  
5 District was held on Tuesday, January 9, 2024 at 1:05 p.m. at the Holiday Inn Express & Suites Orlando,  
6 4050 Hotel Drive, Davenport, Florida, 33897.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 Rolando Albino	Board Supervisor, Chairman
11 Mahmoud “Tommy” Khatib	Board Supervisor, Vice Chairman
12 Victor Khatib	Board Supervisor, Assistant Secretary

13 Also present were:

14 David McInnes	District Manager, Vesta District Services
15 Tracy Robin	District Counsel, Straley Robin Vericker
16 Mark Wilson ( <i>via phone</i> )	District Engineer, Kimley Horn
17 Raisa Contreras	Resident

18 *The following is a summary of the discussions and actions taken at the January 9, 2024 City Center CDD*  
19 *Board of Supervisors Regular Meeting.*

20 **SECOND ORDER OF BUSINESS – Audience Comments**

21 There were no comments from any audience members.

22 **THIRD ORDER OF BUSINESS – Office of Elected Supervisors**

23 A. Appointment of New Supervisor

24 The Chair nominated Ms. Contreras to fill the vacancy in Seat #4, which had a term expiring in  
25 November 2024.

26 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
27 approved appointing Raisa Contreras to Seat #4 of the Board of Supervisors, for the City Center Community  
28 Development District.

29 B. Exhibit 1: Oath of Office

30 The Oath of Office was administered to Ms. Contreras.

31 Mr. Albino announced his resignation from Seat #1 of the Board of Supervisors at 1:08 p.m.

32 The Vice Chair nominated Mr. Albino to fill the vacancy in Seat #3, which had a term expiring in  
33 November 2026.

34 On a MOTION by Mr. Tommy Khatib, SECONDED by Mr. Victor Khatib, WITH ALL IN FAVOR, the  
35 Board approved appointing Ronaldo Albino to Seat #3 of the Board of Supervisors, for the City Center  
36 Community Development District.

37 The Oath of Office was administered to Mr. Albino.

38 C. Exhibit 2: New Supervisor Information Sheet

39 D. Exhibit 3: Form 1

40 E. Exhibit 4: Sunshine Law & Code of Ethics

41 **FOURTH ORDER OF BUSINESS – Consent Agenda**

42 A. Exhibit 5: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting  
43 Held November 14, 2023

44 B. Exhibit 6: Consideration for Acceptance – The October 2023 Unaudited Financial Report

45 C. Exhibit 7: Consideration for Acceptance – The November 2023 Unaudited Financial Report

46 Mr. McInnes noted that assessment revenue was generally coming in from the tax collector earlier  
47 than it had in previous years.

48 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
49 approved all items of the Consent Agenda, for the City Center Community Development District.

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51 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
52 approved recessing the regular meeting for the purpose of holding the Audit Committee Meeting, for the  
53 City Center Community Development District.

54 *(The Board recessed the regular meeting at 1:23 p.m.)*

55 **SIXTH ORDER OF BUSINESS – Audit Committee Meeting**

56 A. Open the Audit Committee Meeting

57 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
58 approved opening the Audit Committee Meeting for the City Center Community Development District.

59 B. Exhibit 8: Review of RFP and Evaluation Criteria

60 C. Authorization to Proceed with Publication of RFP

61 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
62 approved proceeding with the publication of the audit RFP for the City Center Community Development  
63 District.

64 D. Scheduling of Next Meeting Date – February 13, 2024

65 E. Close the Audit Committee Meeting

66 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
67 approved closing the Audit Committee Meeting for the City Center Community Development District.

68 *(The Board reconvened the regular meeting at 1:29 p.m.)*

69 **SEVENTH ORDER OF BUSINESS – Business Items**

70 A. Exhibit 9: Consideration and Adoption of **Resolution 2024-01**, Designating Officers

71 Mr. McInnes explained that this Resolution was needed to allow for Resolution 2024-02 to proceed,  
72 which would authorize Mr. Smith to sign checks for the District as an additional backup to the Lake  
73 Mary office as needed.

74 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
75 adopted **Resolution 2024-01**, Designating Officers, in substantial form, for the City Center Community  
76 Development District.

77 B. Exhibit 10: Consideration and Adoption of **Resolution 2024-02**, Designating Signatories

78 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
79 adopted **Resolution 2024-02**, Designating Signatories, for the City Center Community Development  
80 District.

81 C. Exhibit 11: Consideration and Approval of Yellowstone Landscape Contract Addendum

82 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
83 approved the Yellowstone Landscape Contract Addendum, for the City Center Community Development  
84 District.

85 **EIGHTH ORDER OF BUSINESS – Staff Reports**

86 A. District Manager

87 > Action Item Report

88 > Exhibit 12: Meeting Matrix

89 B. District Attorney

90 Mr. Robin provided an update to the Board on discussions with Polk County officials regarding the  
91 transfer of Posner Boulevard and Grandview Parkway to the County, noting that the Board should  
92 have received a copy of the marked up interlocal agreement that had been received from the County.  
93 Mr. Robin explained that, with the transfer, the District Engineer would work on acquiring specific  
94 quotes for street sweeping, asphalt repair, and any necessary roadway striping. Mr. Robin noted  
95 that an estimate of about \$40,000 had been given for the asphalt repairs, and discussion ensued  
96 with the District Manager and the Board regarding the CDD's budget line items.

97 C. District Engineer

98 Mr. Wilson stated that he had nothing additional to report aside from what District Counsel had  
99 spoken on.

100 **NINTH ORDER OF BUSINESS – Exhibit 13: Discussion Item: Interlocal Agreement with Polk**  
101 **County for Transfer of Roads and Maintenance**

102 This item was discussed as part of the staff reports.

103 **TENTH ORDER OF BUSINESS – Supervisors Requests**

104 There being none, the next item followed.

105 **ELEVENTH ORDER OF BUSINESS – Audience Comments - New Business**

106 There being none, the next item followed.

107 **TWELFTH ORDER OF BUSINESS – Adjournment**

108 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to  
109 adjourn the meeting. There being none, Mr. Albino made a motion to adjourn the meeting.

110 On a MOTION by Mr. Albino, SECONDED by Mr. Tommy Khatib, WITH ALL IN FAVOR, the Board  
111 adjourned the meeting at 2:02 p.m. for the City Center Community Development District.

112 *\*Each person who decides to appeal any decision made by the Board with respect to any matter considered*  
113 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*  
114 *including the testimony and evidence upon which such appeal is to be based.*

115 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
116 meeting held on 2/13/2024.

117 David P. McInnes  
Signature

Rolando Albino  
Signature

118 David P. McInnes  
Printed Name

Rolando Albino  
Printed Name

119 Title:  Secretary     Assistant Secretary

Title:  Chairman     Vice Chairman