

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, December 14, 2021 at 11:35 a.m. at the Ramada, 43824 Highway 27,  
6 Davenport, Florida, with Zoom Conference Call available.

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

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

9 Present and constituting a quorum were:

10	Noah Breakstone	Board Supervisor, Chairman
11	Kevin Mays	Board Supervisor, Assistant Secretary
12	Michael Osborne	Board Supervisor, Assistant Secretary

13 Also present were:

14	Chris Cleveland	District Manager, DPFM Management & Consulting
15	Tracy Robin <i>(via phone,</i>	District Counsel, Straley Robin Vericker
16	<i>joined in progress)</i>	
17	Mark West <i>(via phone)</i>	District Engineer, Kimley-Horn and Associates
18	Kevin Kramer	BTI Partners

19 *The following is a summary of the discussions and actions taken at the December 14, 2021 City Center*  
20 *CDD Board of Supervisors Regular Meeting.*

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

22 There were no members of the public in attendance at the meeting.

23 **THIRD ORDER OF BUSINESS – Administration Items**

24 A. Exhibit 1: Consideration for Approval – The Minutes of the Board of Supervisors Regular  
25 Meeting Held August 10, 2021

26 On a MOTION by Mr. Breakstone, SECONDED by Mr. Mays, WITH ALL IN FAVOR, the Board  
27 approved the Minutes of the Board of Supervisors Regular Meeting Held August 10, 2021, for the  
28 City Center Community Development District.

29 B. Exhibit 2: Consideration for Acceptance – The October 2021 Unaudited Financial Report

30 On a MOTION by Mr. Breakstone, SECONDED by Mr. Osborne, WITH ALL IN FAVOR, the Board  
31 accepted the October 2021 Unaudited Financial Report for the City Center Community Development  
32 District.

33 **FOURTH ORDER OF BUSINESS – Audit Committee Meeting**

34 A. Open Audit Committee Meeting

35 On a MOTION by Mr. Breakstone, SECONDED by Mr. Mays, WITH ALL IN FAVOR, the Board opened  
36 the Audit Committee Meeting for the City Center Community Development District.

37 B. Exhibit 3: Review of RFP and Evaluation Criteria

38 C. Authorization to Proceed with Publication of RFP

39 On a MOTION by Mr. Breakstone, SECONDED by Mr. Osborne, WITH ALL IN FAVOR, the Board  
40 approved the Authorization to Proceed with Publication of RFP for auditing services for the City Center  
41 Community Development District.

42 D. Scheduling of Next Meeting

43 Mr. Cleveland stated that the next meeting was scheduled for February 8, 2022, at 1:00 p.m.

44 E. Close Audit Committee Meeting

45 On a MOTION by Mr. Breakstone, SECONDED by Mr. Osborne, WITH ALL IN FAVOR, the Board  
46 closed the Audit Committee Meeting for the City Center Community Development District.

47 **FIFTH ORDER OF BUSINESS – Office of Elected Supervisor & Form 1**

48 A. Seat #1 – Kevin Kramer

49 ➤ Exhibit 4: Oath of Office

50 Mr. Kramer gave his Oath of Office.

51 ➤ Exhibit 5: Form 1

52 ➤ Exhibit 6: New Supervisor Information Sheet

53 ➤ Exhibit 7: Sunshine Law & Code of Ethics

54 Mr. Cleveland provided a brief overview of Sunshine Law for Mr. Kramer, recommending  
55 that he and any Supervisors establish a separate email address for CDD-related business.

56 **SIXTH ORDER OF BUSINESS – Business Items**

57 A. Exhibit 8: Consideration and Adoption of **Resolution 2022-01**, Designating Officers

58 Mr. Cleveland stated that this Resolution would add Mr. Kramer as a Secretary, and appoint  
59 Howard McGaffney at DPF&G and Vesta Property Services as the Assistant Treasurer to work  
60 alongside Ms. Thibault.

61 On a MOTION by Mr. Breakstone, SECONDED by Mr. Kramer, WITH ALL IN FAVOR, the Board  
62 adopted **Resolution 2022-01**, Designating Officers for the City Center Community Development District.

63 **SEVENTH ORDER OF BUSINESS – Staff Reports**

64 A. District Manager

65 Mr. Cleveland and Mr. Wilson provided an overview of an updated map of CDD ownership,  
66 making comments on a towing policy to enforce on instances of overnight parking within the  
67 District. Comments were made by the Board suggesting for the development of parking rules with  
68 the District Attorney.

69 On a MOTION by Mr. Breakstone, SECONDED by Mr. Mays, WITH ALL IN FAVOR, the Board  
70 approved working with the District Attorney to proceed with a towing policy and rules for enforcement  
71 regarding overnight parking, for the City Center Community Development District.

72 B. District Attorney

73 Mr. Robin requested a copy of the recorded plat that had been filed, as well as a copy of the updated  
74 map of District property.

75 C. District Engineer

76 Mr. West noted that there were a number of properties which still had developer ownership, and  
77 suggested that they needed to coordinate with the developer to clean up some of the issues.

78 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

79 There being none, the next item followed.

80 **NINTH ORDER OF BUSINESS – Audience Comments - New Business**

81 No members of the public were present at the meeting to provide any comments.

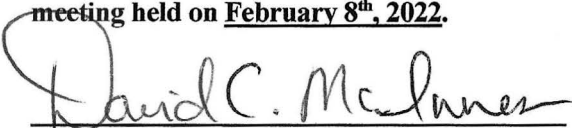
82 **TENTH ORDER OF BUSINESS – Adjournment**

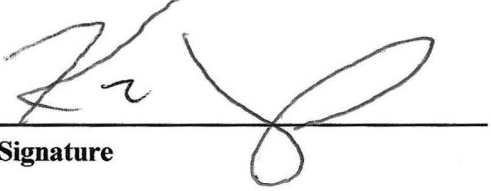
83 Mr. Cleveland asked for final questions, comments, or corrections before requesting a motion to  
84 adjourn the meeting. There being none, Mr. Breakstone made a motion to adjourn the meeting.

85 On a MOTION by Mr. Breakstone, SECONDED by Mr. Mays, WITH ALL IN FAVOR, the Board  
86 adjourned the meeting for the City Center Community Development District.

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

90 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
91 **meeting held on February 8<sup>th</sup>, 2022.**

92   
Signature

  
Signature

93 David C. McInnes  
Printed Name

Kean Mays  
Printed Name

94 Title:  Secretary     Assistant Secretary

Title:  Chairman     Vice Chairman