

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, February 8, 2022 at 1:02 p.m. at the Ramada, 43824 Highway 27, Davenport,
6 Florida, with Zoom Conference Call available.

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 Kevin Mays	Board Supervisor, Vice Chairman
11 Michael Osborn	Board Supervisor, Assistant Secretary
12 Kevin Kramer	Board Supervisor, Assistant Secretary

13 Also present were:

14 David McInnes	District Manager, DPFM Management & Consulting
15 Tracy Robin	District Counsel, Straley Robin Vericker
16 Mark Wilson <i>(via phone,</i>	District Engineer, Kimley-Horn and Associates
17 <i>joined in progress)</i>	
18 Dana Bryant	Landscape Supervisor, Yellowstone

19 *The following is a summary of the discussions and actions taken at the February 8, 2022 City Center CDD*
20 *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 December 14, 2021

26 On a MOTION by Mr. Kramer, SECONDED by Mr. Osborn, WITH ALL IN FAVOR, the Board approved
27 the Minutes of the Board of Supervisors Regular Meeting Held December 14, 2021, for the City
28 Center Community Development District.

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

30 On a MOTION by Mr. Mays, SECONDED by Mr. Kramer, WITH ALL IN FAVOR, the Board accepted
31 the December 2021 Unaudited Financial Report for the City Center Community Development District.

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

33 A. Open Audit Committee Meeting

34 On a MOTION by Mr. Kramer, SECONDED by Mr. Osborn, WITH ALL IN FAVOR, the Board recessed
35 the Regular Meeting for the Purpose of Convening the Audit Committee Meeting for the City Center
36 Community Development District.

37 The Board entered into the Audit Committee Meeting at 1:04 p.m.

38 B. Ranking of Audit Proposals

- 39 ➤ Exhibit 3: Summary of Criteria and Evaluation
- 40 ➤ Exhibit 4: Berger, Toombs, Elam, Gaines & Frank
- 41 ➤ Exhibit 5: DiBartolomeo, McBee, Hartley, & Barnes P.A.

42 Mr. McInnes stated that no responses had been received from the published RFP, and that
43 the proposals before the committee were from firms that DPFPG had worked with for their
44 managed districts in the past.

45 C. Audit Committee Recommendations for Auditor Services

46 The Committee scored the Berger, Toombs, Elam, Gaines & Frank proposal with 100 points, and
47 the DiBartolomeo, McBee, Hartley, & Barnes, P.A. proposal with 95 points, with positive
48 comments being made by Supervisors regarding previous work with Berger, Toombs, Elam, Gaines
49 & Frank. The Audit Committee's recommendation was to move forward with Berger, Toombs,
50 Elam, Gaines & Frank for auditing services.

51 D. Close Audit Committee Meeting

52 On a MOTION by Mr. Kramer, SECONDED by Mr. Osborn, WITH ALL IN FAVOR, the Board closed
53 the Audit Committee Meeting for the City Center Community Development District.

54 **FIFTH ORDER OF BUSINESS – Business Items**

55 A. Consideration for Acceptance of the Audit Committee's Recommendation for Auditor

56 On a MOTION by Mr. Mays, SECONDED by Mr. Osborn, WITH ALL IN FAVOR, the Board accepted
57 the Audit Committee' recommendation to proceed with Berger, Toombs, Elam, Gaines & Frank for
58 auditing services for the City Center Community Development District.

59 B. Exhibit 6: Consideration and Adoption of **Resolution 2022-02**, Designating Officers

60 Mr. McInnes explained that the District's Treasurer had resigned from DPFPG, and that this
61 Resolution would assign Johanna Lee with Vesta Property Services as her replacement. Comments
62 were made indicating that Supervisors Onorato and Osborn needed to be added to the slate of
63 officers, and Mr. McInnes advised that the Resolution could be adopted as amended.

64 On a MOTION by Mr. Mays, SECONDED by Mr. Osborn, WITH ALL IN FAVOR, the Board adopted
65 **Resolution 2022-02**, Designating Officers, as amended to include a designation of Mr. Onorato as Assistant
66 Secretary and Mr. Osborn as Assistant Secretary, for the City Center Community Development District.

67 C. **District Parking Policy Public Hearing**

- 68 ➤ Open the Public Hearing

69 On a MOTION by Mr. Mays, SECONDED by Mr. Kramer, WITH ALL IN FAVOR, the Board opened
70 the District Parking Policy Public Hearing for the City Center Community Development District.

- 71 ➤ Exhibit 7: Presentation of Parking Policy

72 Mr. Robin presented the proposed parking policy, indicating road areas under District
73 ownership and responsibility, as well as the parking and right-of-way rules that specified
74 vehicle types were subject to.

- 75 ➤ Public Comments
- 76 There being none, the next item followed.
- 77 ➤ Close the Public Hearing

78 On a MOTION by Mr. Mays, SECONDED by Mr. Kramer, WITH ALL IN FAVOR, the Board closed the
79 District Parking Policy Public Hearing for the City Center Community Development District.

80 D. Exhibit 8: Consideration and Adoption of **Resolution 2022-03**, Adopting Parking Policy

81 Comments were made about how implementation of the parking policy would work. Mr. McInnes
82 asked whether there may be a mechanism for the Chair, Vice Chair, and/or District Manager to
83 authorize enforcing power. Mr. Bryant additionally provided insight on issues with navigating
84 streets. Discussion ensued between the Board and District Counsel regarding towing vehicles
85 parking illegally.

86 *(Mr. Wilson joined the meeting via phone at 1:29 p.m.)*

87 Mr. McInnes recalled that Ms. Thibault had previously been given authority to execute a towing
88 contract, though noted that no vehicles had been towed due to lack of proper signage and issues
89 occurring on roads outside of the CDD's jurisdiction. Mr. Robin advised that a District standard
90 form of rider would be needed to capture specific language for contractors working within the
91 CDD. Supervisor comments were made expressing concerns about confrontations that may arise
92 from direct contact involved with towing enforcement, as well as towing companies' scopes of
93 ability.

94 On a MOTION by Mr. Mays, SECONDED by Mr. Kramer, WITH ALL IN FAVOR, the Board adopted
95 **Resolution 2022-03**, Adopting Parking Policy for the City Center Community Development District.

96 **SIXTH ORDER OF BUSINESS – Staff Reports**

97 A. District Manager

98 Mr. McInnes asked Mr. Bryant to present a proposal for Yellowstone related to the additional land
99 that the CDD owned. Mr. Bryant and Mr. McInnes discussed separate addendums for maintenance
100 and enhancement with the Board. Following discussion, the Board requested for a revised proposal
101 to be brought back, with adjustments for frequency of maintenance particularly on the ponds.

102 Mr. McInnes additionally provided an update on staff changes with the firm, noting that he would
103 be the District Manager for the CDD for the foreseeable future.

104 B. District Attorney

105 Mr. Robin requested a copy of the recorded plat that had been filed, as well as a copy of the updated
106 map of District property. Mr. Wilson stated that he would provide these copies.

107 Mr. Robin stated that he had nothing additional to report.

108 C. District Engineer

109 Mr. Wilson noted that the last phase was platted but there were a number of properties which still
110 appeared to have developer ownership, and suggested that they needed to coordinate with the
111 developer to clean up some of the issues. Mr. Wilson added that Polk County appeared to be taking
112 an interest in ownership of the right-of-way for Grandview. Supervisor comments were made
113 expressing that the CDD would also be interested, but noted that the tracts took precedence timing-
114 wise.

115 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

116 There being none, the next item followed.

117 **EIGHTH ORDER OF BUSINESS – Audience Comments - New Business**

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

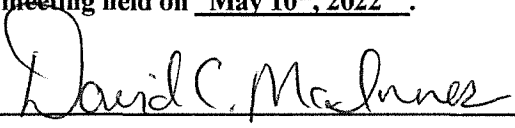
119 **NINTH ORDER OF BUSINESS – Adjournment**

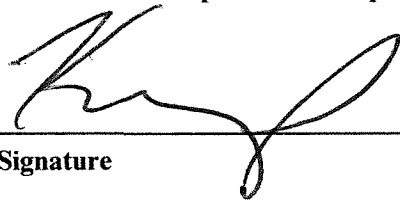
120 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to
121 adjourn the meeting. There being none, Mr. Mays made a motion to adjourn the meeting.

122 On a MOTION by Mr. Mays, SECONDED by Mr. Kramer, WITH ALL IN FAVOR, the Board adjourned
123 the meeting for the City Center Community Development District.

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

127 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
128 meeting held on May 10th, 2022 .

129 
Signature


Signature

130 David C. McInnes
Printed Name

Kevin Mays
Printed Name

131 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman