

**MINUTES OF MEETING  
TOMOKA TOWN CENTER  
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Tomoka Town Center Community Development District was held on **Monday, May 15, 2017, at 10:00 a.m.**, at the **offices of Consolidated-Tomoka Land Co., 1530 Cornerstone Boulevard, Daytona Beach, Florida 32117.**

**Present at the meeting were:**

Steven R. Greathouse	Chair
Mark E. Patten	Vice Chair
John P. Albright	Assistant Secretary
Scott Bullock	Assistant Secretary
Helal Ismail	Assistant Secretary

**Also present were:**

Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Mark Watts	District Counsel
Parker Mynchenberg	District Engineer
Big John	Public

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:03 a.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Public Comments (*3 minutes per speaker*)**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2017-1, Approving a Proposed Budget for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2017-1.

**On MOTION by Mr. Albright and seconded by Mr. Greathouse, with all in favor, Resolution 2017-1, Approving a Proposed Budget for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 24, 2017 at 10:00 a.m., at this location; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Discussion/Consideration: District Manager’s Revised Operating Procedures**

**A. Consideration of Resolution 2017-2, Electing Officers of the District**

Ms. Cerbone presented Resolution 2017-2. Mr. Jeff Pinder, Wrathell, Hunt and Associates, LLC Corporate Controller, would be added to the slate of officers, as Assistant Treasurer. This would enable Mr. Pinder to interact with the bank, on the District’s behalf, whenever Mr. Wrathell was unavailable.

The slate of officers was as follows:

Chair	Steven R. Greathouse
Vice Chair	Mark E. Patten
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder
Assistant Secretary	John P. Albright
Assistant Secretary	Helal Ismail
Assistant Secretary	Howard McGaffney
Assistant Secretary	Cindy Cerbone
Assistant Secretary	Scott Bullock

**On MOTION by Mr. Greathouse and seconded by Mr. Albright, with all in favor, Resolution 2017-2, Electing Officers of the District, as stated, with the addition of Mr. Pinder as Assistant Treasurer, was adopted.**

**B. Consideration of Resolution 2017-3, Designating the Authorized Signatories for the District's Operating Bank Account(s)**

Ms. Cerbone presented Resolution 2017-3. The Chair, Vice Chair, Treasurer and Assistant Treasurer would be designated as authorized signatories on the District's operating account, and Mr. Wrathell must countersign all checks and warrants.

A Board Member questioned if Mr. Pinder would have a monetary limitation on his authority to sign checks and if he signs all checks by hand. Ms. Cerbone stated that Mr. Pinder's authority to execute checks was not limited to a certain monetary amount and all the checks are hand-signed. Mr. Watts stated that this would only occur, as directed by the Board, and was for convenience purposes.

**On MOTION by Mr. Greathouse and seconded by Mr. Albright, with all in favor, Resolution 2017-3, Designating the Authorized Signatories for the District's Operating Bank Account(s), was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-4, Designating a Date, Time and Location for Landowners' Meeting [Seats 3, 4 & 5]**

Ms. Cerbone presented Resolution 2017-4. Seats 3, 4 and 5, held by Supervisors Bullock, Albright and Ismail, respectively, would be up for election. Tuesday, November 7, 2017 was suggested as the Landowners' Meeting date.

**On MOTION by Mr. Albright and seconded by Mr. Patton, with all in favor, Resolution 2017-4, Designating a Date, Time and Location for Landowners' Meeting for November 7, 2017 at 10:00 a.m., at this location, for Seats, 3, 4 and 5, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Approval of the Unaudited Financial Statements as of March 31, 2017**

Ms. Cerbone presented the Unaudited Financial Statements as of March 31, 2017.

**On MOTION by Mr. Ismail and seconded by Mr. Greathouse, with all in favor, the Unaudited Financial Statements as of March 31, 2017, were approved.**

**SEVENTH ORDER OF BUSINESS**

**Approval of July 25, 2016 Public Hearing and Regular Meeting Minutes**

Ms. Cerbone presented the July 25, 2016 Public Hearing, and Regular Meeting Minutes and asked for any additions, corrections or deletions.

**On MOTION by Mr. Greathouse and seconded by Mr. Ismail, with all in favor, the July 25, 2016 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Cobb Cole***

Mr. Watts stated that the First Amendment to the Interlocal Agreement should be recorded by the City and returned to him this week.

**B. District Engineer: *Parker Mynchenberg & Associates, Inc.***

There being no report, the next item followed.

**C. District Manager: *Wrathell, Hunt and Associates, LLC***

**i. 0 Registered Voters in District as of April 15, 2017**

Ms. Cerbone stated that there were zero registered voters residing within the boundaries of the District as of April 15, 2017.

**ii. NEXT MEETING DATE: July 24, 2017 at 10:00 A.M.**

The next meeting will be held July 24, 2017 at 10:00 a.m., at this location.

**TENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There being no Board Members' comments or requests, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Public Comments**

Big John, a member of the public, asked about the revenue from the City and County grants. Ms. Cerbone and Mr. Patten answered the questions.

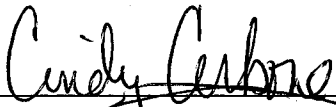
**TWELFTH ORDER OF BUSINESS**

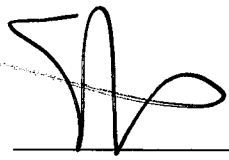
**Adjournment**

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Greathouse and seconded by Mr. Albright, with all in favor, the meeting adjourned at 10:15 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair