

**NEOCITY IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS MEETING
August 4, 2025 – 1:30 p.m. or as soon thereafter as
possible**

**Commission Chambers (4th Floor)
1 Courthouse Square
Kissimmee, Florida 34741**

Board Members

Cheryl L. Grieb, Chair
Peggy Choudhry, Vice-Chair
Viviana Janer, Supervisor
Brandon Arrington, Supervisor
Ricky Booth, Supervisor

AGENDA

Hear the Audience

Except for those matters specifically exempted under the State Statute and Local Ordinance, the Board shall provide an opportunity for public comment prior to the undertaking by the Board of any action on the agenda. The Board will not vote on any item during this portion of the meeting. Rather, this portion of the meeting is to allow for public comments to be heard on items that are on the agenda for that meeting. Comments will be limited to three minutes. Proper decorum will be observed.

Regular

1. Approval of the meeting minutes of June 2, 2025.
2. Approval of District Bank Reconciliation for May 2025.
3. Approval of the Fiscal Year 2025-2026 meeting schedule.

Adjournment

In accordance with Florida Statutes, Chapter 286.0105, any person wishing to appeal a decision made by the Board of Supervisors with respect to any matter considered at such a meeting or hearing, will need a record of the proceedings. For such purposes he or she may need to ensure that a verbatim record of the proceedings is made, which may include the testimony and evidence upon which the appeal is based.

**NEOCITY IMPROVEMENT DISTRICT
BOARD OF SUPERVISOR'S MEETING
June 02, 2025 – 1:30 p.m. or as soon thereafter as possible**

**Commission Chambers (4th Floor)
1 Courthouse Square
Kissimmee, Florida 34741**

Board Members

Cheryl L. Grieb, Chair
Peggy Choudhry, Vice Chair
Viviana Janer, Supervisor
Brandon Arrington, Supervisor
Ricky Booth, Supervisor

MINUTES

This meeting was called to order at 2:29 p.m.

Hear the Audience

There were no public comments provided at this meeting.

Public Hearing

1. Approval of Resolution #25-002R final Special Assessment Rates for Fiscal Year 2025-2026.

A MOTION was made by Supervisor Arrington and SECONDED by Supervisor Janer that the NeoCity Improvement District Board of Supervisors, adopt Resolution #25-002R final Special Assessment Rates for Fiscal Year 2025-2026. MOTION carried 4-0.

2. Adoption of Resolution #25-003R Fiscal Year 2025-2026 final budget.

A MOTION was made by Supervisor Arrington and SECONDED by Supervisor Janer that the NeoCity Improvement District Board of Supervisors adopt Resolution #25-003R Fiscal Year 2025-2026 final budget. MOTION carried 4-0.

Regular

3. Approval of the meeting minutes of March 17, 2025.

A MOTION was made by Supervisor Janer and SECONDED by Supervisor Arrington that the NeoCity Improvement District Board of Supervisors approve the meeting minutes of March 17, 2025. MOTION carried 4-0.

4. Approval of District Bank Reconciliation for March 2025.

A MOTION was made by Supervisor Janer and SECONDED by Vice Chair Choudhry that the NeoCity Improvement District Board of Supervisors, approve the District Bank Reconciliation for March 2025. MOTION carried 4-0.

5. Approval of District Bank Reconciliation for April 2025.

A MOTION was made by Supervisor Janer and SECONDED by Supervisor Arrington that the NeoCity Improvement District Board of Supervisors, approve the District Bank Reconciliation for April 2025. MOTION carried 4-0.

The Improvement District adjourned at 2:32 p.m.

Prepared by: Raeann Rodriguez, Board Support Services Specialist

Minutes approved by the Improvement District on:

2:47 PM
06/10/25

NEOCITY IMPROVEMENT DISTRICT
Reconciliation Summary
BANK FLORIDA, Period Ending 05/31/2025

	May 31, 25
Beginning Balance	174,864.69
Cleared Transactions	
Checks and Payments - 1 item	-509,124.00
Deposits and Credits - 1 item	361,664.00
Total Cleared Transactions	-147,460.00
Cleared Balance	27,404.69
Register Balance as of 05/31/2025	27,404.69
Ending Balance	27,404.69

2:47 PM

06/10/25

NEOCITY IMPROVEMENT DISTRICT
Reconciliation Detail
BANK FLORIDA, Period Ending 05/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						174,864.69
Cleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	5/14/2025	1003	NeoCity Property O...	X	-509,124.00	-509,124.00
Total Checks and Payments					-509,124.00	-509,124.00
Deposits and Credits - 1 item						
Deposit	5/13/2025			X	361,664.00	361,664.00
Total Deposits and Credits					361,664.00	361,664.00
Total Cleared Transactions					-147,460.00	-147,460.00
Cleared Balance					-147,460.00	27,404.69
Register Balance as of 05/31/2025					-147,460.00	27,404.69
Ending Balance					-147,460.00	27,404.69



100 Park Place
Kissimmee, FL 34744

Managing Your Accounts



Phone Number

(689) 224-3063



Online Banking

www.bankflorida.com

NEOCITY IMPROVEMENT DISTRICT
1 COURTHOUSE SQ STE 4400
KISSIMMEE FL 34741

Date 5/30/25

Page 1

EFFECTIVE JULY 1, 2025, FUNDS AVAILABILITY LIMITS INCREASE. FOR HOLDS PLACED ON CHECK DEPOSITS NEXT DAY AVAILABILITY IS \$275.00 AND \$6,725.00 FOR LARGE DEPOSITS. PLEASE CALL US AT 352-667-8426 TO GET AN UPDATED FUNDS AVAILABILITY NOTICE.

Small Business Checking		Number of Enclosures	2
Account Number	200015238	Statement Dates	5/01/25 thru 6/01/25
Previous Balance	174,864.69	Days in the statement period	32
1 Deposits/Credits	361,664.00	Average Ledger	193,636.44
1 Checks/Debits	509,124.00		
Service Charge	.00		
Interest Paid	.00		
Current Balance	27,404.69		

	Total For This Period	Total Year-to-Date
Total Overdraft item fees	\$.00	\$.00
Total Return item fees	\$.00	\$.00

DEPOSITS AND ADDITIONS

Date	Description	Amount	
5/06	Deposit/Credit	361,664.00	862100395

CHECKS AND WITHDRAWALS

Date	Description	Amount	
5/15	EMAIL REQUEST BY GINA	509,124.00-	050700006

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
5/01	174,864.69	5/06	536,528.69	5/15	27,404.69



DEPOSIT TICKET

DATE 5/6/2025

USE OTHER SIDE FOR
VOIDING AND RETURN TO
ISSUING OFFICE
PROPERLY ENDORSED

☒ CURRENCY
☐ COIN

132746 361,664.00

TOTAL FROM
REVERSE

\$ 361,664.00

00670163674 200015238 009

Amount \$361,664.00 Date 5/6/2025

Account Reconciliation Form

A. The ending balance shown on statement \$ _____

B. List deposits not shown on statement

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

C. Total of lines B \$ _____

D. Add line C to line A \$ _____

E. List below all checks written and any withdrawals not posted on statement

Check #	\$ Amount	Check #	\$ Amount
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

F. Total of Column E \$ _____

G. Subtract line F from line D \$ _____

H. The ending balance in your check register \$ _____

I. List deposits, transfers or interest credited not already listed in your check register

\$ _____

\$ _____

\$ _____

\$ _____

J. Total of lines I \$ _____

K. Add line J to line H \$ _____

L. List below all checks and charges not already reflected in your check register

Check #	\$ Amount	Check #	\$ Amount
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

M. Total of Column L \$ _____

N. Subtract line M from line K \$ _____

The balances (Line "G" and Line "N" above) should agree. If not, recheck your entries from this statement and your check register. All deposits and credits are subject to final collection.

The following pertains to accounts established for personal, family or household purposes only.

For information regarding business and custodial accounts please refer to your account disclosure. Contact us if you have a specific question pertaining to your account.

In Case of Errors or Questions About Your Electronic Transfers

Direct inquiries to us at our address or telephone number printed on the front page of this statement if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the results within 3 business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

The information below is applicable to those Accounts which may be subject to an Interest Charge.

What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, write to us (on a separate sheet) at our address shown on the front page of this statement as soon as possible. In your letter, give us the following information:

- Account information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing [or electronically]. You may call us, but if you do we are not required to investigate any potential errors, and you

may have to pay the amount in question. While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

PAYMENT INFORMATION - Please mail or deliver your payment to the financial institution at the address indicated on the reverse side hereof. Payments received on weekends and holidays will be credited the next business day. Payments received after your closing date will appear on your next statement. If the financial institution has been authorized to deduct the minimum payment from your Account, it will be deducted and credited to your Account as of the date shown on the reverse side hereof. To avoid additional INTEREST CHARGES, pay your balance in full. Please call the financial institution for the exact balance as the balance changes daily.

INTEREST CHARGE - The INTEREST CHARGE on your account is calculated by applying the different PERIODIC RATES to the appropriate range of the outstanding daily balance of your account. The outstanding daily balance is calculated by using the beginning balance of your account each day, adding any new advances or debits, and subtracting any payments or credits. The INTEREST CHARGE may be determined as follows:

1. Using the rate ranges, separate the outstanding daily balance into appropriate range amounts.
2. Multiply each outstanding daily balance by the applicable periodic rate.
3. Multiply each of these results by the number of days the applicable rate was in effect.
4. Add the results of step #3 together.

USE OF THE AVERAGE DAILY BALANCE - If the daily balances are not shown on your statement, the average daily balance may be used. The average daily balance is or can be multiplied by the number of days in the billing cycle and the periodic rate applied to the product to determine the amount of the interest charge. To calculate the average daily balance, all of the daily balances for the billing cycle are added up, and the total is divided by the number of days in the billing cycle. The INTEREST CHARGE is or may be determined as follows:

1. Multiplying each of the average balances by the number of days in the billing cycle (or if the daily rate varied during the cycle, by multiplying by the number of days the applicable rate was in effect).
2. Multiplying each of the results by the applicable periodic rate, and adding these products together.

BankFlorida
www.bankflorida.com

RECEIPT

05/06/25	16:25:16
Teller	201
Account	*****5238
DDA Deposit	\$361,664.00

All items are credited subject to verification.
Deposits may not be available for immediate withdrawal.

KISSIMMEE
100 PARK PLACE BLVD, SUITE 101
KISSIMMEE, FL 34741
(689) 224-3063

NEOCITY IMPROVEMENT DISTRICT
1 COURTHOUSE SQ STE 4400

Date: 05/06/2025

KISSIMMEE, FL 34741

Notice of Delayed Availability

Account Type:	D	Account Number:	0200015238
Date of Deposit:	05/06/2025	Amount of Deposit:	\$361,664.00
Check Description:			

Amount Held:	\$355,914.00	Date Available:	05/15/2025
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We are taking this action because:

- The checks you deposited on this day exceed \$5,525.00

Signature of Customer

Date

Signature of Officer

If you did not receive this notice at the time you made the deposit, and the check you deposited is paid, we will refund any fees for overdrafts for returned checks that resulted solely from the additional delay that we are imposing. To obtain a refund of such fees, you should contact our Cashier at (689) 224-3063.

BOARD OF COUNTY COMMISSIONERS
Osceola County, FL

VENDOR ID	VENDOR NAME	CHECK DATE	CHECK NO.
V07747	NEOCITY IMPROVEMENT DISTRICT	05/01/25	00132746

INVOICE NUMBER	DATE	PO NUMBER	DESCRIPTION	AMOUNT PAID	DISC	NET AMOUNT
100	04/01/25		Maintance Common Area Neocit	361,664.00		361,664.00
<div>RECEIVED MAY 05 2025 Special Assessments Dept. Osceola County FL</div>						

TOTAL 361,664.00

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



BOARD OF COUNTY COMMISSIONERS
STATE OF FLORIDA
OSCEOLA COUNTY
KISSIMMEE, FLORIDA

JPMorgan Chase Bank N.A.
Columbus, OH
56-1544/441

EXACTLY THREE Hundred SIXTY ONE Thousand SIX Hundred SIXTY
FOUR Dollars and ZERO Cents

PAY TO THE ORDER OF
NEOCITY IMPROVEMENT DISTRICT
1 COURTHOUSE SQ STE 4400
KISSIMMEE, FL 34741-5440

DATE	CHECK NO.	AMOUNT
05/01/25	00132746	361,664.00**

VOID AFTER 90 DAYS FROM DATE OF ISSUE
OSCEOLA COUNTY GENERAL DISBURSEMENT

RUB RED IMAGE
FIDES WITH HEAT

[Signature]
[Signature]

00132746 044115443 915371715

Gina M Mulero Cortes

From: Stacy Itula <situla@bankflorida.com>
Sent: Thursday, May 15, 2025 8:55 AM
To: Gina M Mulero Cortes; Ama Gonzalez; Matthew J Fuhrer
Subject: Re: [EXTERNAL] --> NeoCity

[EXTERNAL EMAIL] - This email originates outside of Osceola County Government. Do not click links or open attachments unless you recognize and confirm the sender's email address. If you are unsure if an email is safe or not, please use the Phish Alert button or forward the email to itsecurity@osceola.org

Good morning Gina and Matthew,

Transfer is completed. And thank you for e-signing all the documents so promptly! If you need anything else, please let us know.


We appreciate your business!!

Thank you,



Stacy Itula
Branch Operations Manager
100 Park Place Blvd STE 101 | Kissimmee, FL 34741
Main: (689) 224-3063 | Direct: (407) 398-9739
situla@bankflorida.com

From: Gina M Mulero Cortes <Gina.MuleroCortes@OSCEOLA.ORG>
Sent: Thursday, May 15, 2025 8:50 AM
To: Ama Gonzalez <agonzalez@bankflorida.com>; Matthew J Fuhrer <matthew.fuhrer@OSCEOLA.ORG>
Cc: Stacy Itula <situla@bankflorida.com>
Subject: RE: [EXTERNAL] --> NeoCity

OK to transfer 

Good morning, Ama –

We would like to request a transfer of funds from the NeoCity Improvement District to the NeoCity Property Owners Association.

From: 200015238 NeoCity Improvement District
To: 200015261 NeoCity Property Owners Association, Inc.
Amount: \$509,124.00

Could you please send us a confirmation once the transfer is complete?

Let me know if you need any additional information.

Wishing you a great day!



GINA MULERO

*Special Assessments Coordinator II
CFD District Clerk*

☎ 407-742-1803

✉ gina.muleroCortes@osceola.org

🌐 www.osceola.org

be first to what's next.

From: Ama Gonzalez <agonzalez@bankflorida.com>
Sent: Thursday, May 15, 2025 8:42 AM
To: Gina M Mulero Cortes <Gina.MuleroCortes@OSCEOLA.ORG>
Cc: Stacy Itula <situla@bankflorida.com>
Subject: RE: [EXTERNAL] --> NeoCity

[EXTERNAL EMAIL] - This email originates outside of Osceola County Government. Do not click links or open attachments unless you recognize and confirm the sender's email address. If you are unsure if an email is safe or not, please use the Phish Alert button or forward the email to itsecurity@osceola.org

Good Morning Gina,

Yes, we can make the transfer for you. Please just replay approval for amount and transfer to account Neocity Property Owners' Association, Inc.

Thank you so much for getting the paperwork all done.

Have a great day Gina 🌞

Ama Gonzalez
Relationship Banker
100 Park Place Blvd. Ste.101
Kissimmee FL 34741
Office: (407)214-6374 ext.4108
agonzalez@bankflorida.com



From: Gina M Mulero Cortes <Gina.MuleroCortes@OSCEOLA.ORG>
Sent: Thursday, May 15, 2025 8:37 AM

NEOCITY IMPROVEMENT DISTRICT

1 COURTHOUSE SQUARE
SUITE 4400
KISSIMMEE, FL 34741
407-742-1800

BANK FLORIDA
100 PARK PLACE BLVD
SUITE 101
KISSIMMEE, FL 34741

1003

5/14/2025

PAY TO THE ORDER OF NeoCity Property Owners Association

\$ **509,124.00

Five Hundred Nine Thousand One Hundred Twenty Four and 10/100*****

DOLLARS

NeoCity Property Owners Association
1 Courthouse Square
Suite 4300
Kissimmee, FL 34741

MEMO FY25 Charge for Services



[Handwritten signature]
AUTHORIZED SIGNATURE



⑈001003⑈ ⑆067016367⑆ 200015238⑈

NEOCITY IMPROVEMENT DISTRICT

NeoCity Property Owners Association

5/14/2025

1003

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
5/13/2025	Bill	POA25-001	509,124.00	509,124.00		509,124.00
				Check Amount		509,124.00

A transfer was done between
the NCID & POA bank accounts
in lieu of the check.
[Signature]
5/15/25

BANK FLORIDA FY25 Charge for Services

509,124.00

NEOCITY IMPROVEMENT DISTRICT

NeoCity Property Owners Association

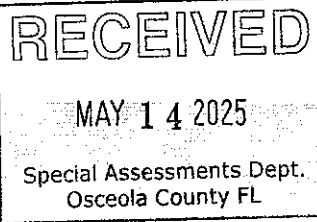
5/14/2025

1003

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
5/13/2025	Bill	POA25-001	509,124.00	509,124.00		509,124.00
				Check Amount		509,124.00

BANK FLORIDA FY25 Charge for Services

509,124.00



Make all checks payable to NeoCity Property Owners Association
THANK YOU FOR YOUR BUSINESS!

RESOLUTION NO. 24-002R

A RESOLUTION OF THE NEOCITY PROPERTY OWNERS' ASSOCIATION APPROVING THE FINAL BUDGET FOR 2024-2025 FISCAL YEAR; PROVIDING FOR CONFLICTS AND SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Association desires to adopt a final budget for the 2024-2025 fiscal year as mandated in the Association's adopted bylaws.

NOW THEREFORE, BE IT RESOLVED BY THE NEOCITY PROPERTY OWNERS' ASSOCIATION, FLORIDA;

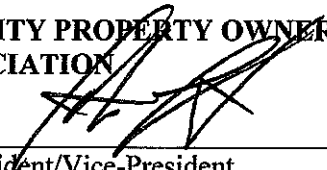
SECTION 1. ADOPTION OF BUDGET. The NeoCity Property Owners' Association final budget for Fiscal Year 2024-2025, totaling \$483,668 summarized by fund and revenue/expense category in Schedule A, is hereby approved and adopted. There are hereby appropriated out of anticipated revenues and balances brought forward, all funds and monies necessary to meet the appropriations and reserves stipulated by and in said budget.

SECTION 2. CONFLICTS AND SEVERABILITY. All sections or parts of section of all resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict. If any section, subsection, sentence, clause, or provisions of this Resolution is held unconstitutional, inoperative, or void by a court of competent jurisdiction, such holding shall not affect the remainder of the Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

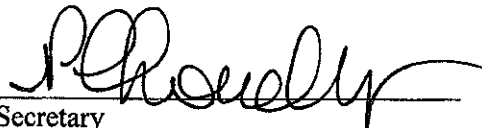
DULY ADOPTED this 15th day of July, 2024.

**NEOCITY PROPERTY OWNERS'
ASSOCIATION**

By: 

President/Vice-President
Board of Directors

ATTEST:



Secretary

As authorized for execution at the Board
of Directors meeting of July 15, 2024

Schedule A

	FY25 Final Budget
<u>Revenues</u>	
Intergovernmental Revenue	\$0
5 Percent Reduction	(\$25,456)
Charges for Services	\$509,124
Judgement, Fines, & Forfeits	\$0
Miscellaneous Revenues	\$0
Subtotal	\$483,668
 Transfers In	 \$0
Other Sources	\$0
Fund Balances	\$0
Total Revenues	<u>\$483,668</u>
 <u>Expenditures</u>	
Personnel Services	\$0
Operating Expenses	\$458,046
Capital Outlay	\$0
Debt Service	\$0
Grants and Aids	\$0
Subtotal	\$458,046
 Transfers Out	 \$0
Reserves - Operating	\$25,622
Total Expenditures	<u>\$483,668</u>

Gina M Mulero Cortes

From: Sara F Smith
Sent: Wednesday, May 14, 2025 8:41 AM
To: Gina M Mulero Cortes
Cc: Matthew J Fuhrer; Amanda Clavijo
Subject: NeoCity POA Annual Budget Requisition Invoice
Attachments: FY25 Invoice POA25-001 Annual Budget Req.pdf; NeoCity POA Resolution #24-002R Executed.pdf; Schedule A FY25 Final Budget.docx

Good morning Gina,

Please find the NeoCity Property Owners Association's annual budget requisition invoice for FY2025 attached here. I have also attached the executed budget resolution with Schedule A for budget documentation. Please have the NeoCity Improvement District make all payments out to the NeoCity Property Owners Association.

Thank you.



Sara F. Smith, MPA
Special Projects Manager
O: 407-742-4205
E: Sara.Smith@osceola.org
osceola.org
be first to what's next.



Improvement District

August 4, 2025



Item #1
Approval of the Meeting
Minutes of June 2, 2025.



Item #2

Approval of District Bank
Reconciliation for May 2025.



Item #3

Approval of the Fiscal Year 2025-2026
Meeting Schedule.



**NeoCity Improvement District
FY26 Meeting Schedule
1 Courthouse Square, BCC Chambers, Kissimmee, FL 34741**

Monday, November 3, 2025, at 1:30 pm, or as soon thereafter as possible.	First Annual Regular Meeting
Monday, March 2, 2026, at 1:30 pm, or as soon thereafter as possible.	Regular Meeting, Recommended Budget
Monday, June 1, 2026, at 1:30 pm, or as soon thereafter as possible.	Regular Meeting, Final Budget, Final Assessment Rate
Monday, August 3, 2026, at 1:30 pm, or as soon thereafter as possible.	Regular Meeting



NEOCITY®