

**MINUTES OF MEETING
DEERING PARK STEWARDSHIP DISTRICT**

The Board of Supervisors of the Deering Park Stewardship District held a Public Hearing and Regular Meeting on August 13, 2024 at 2:00 p.m., in-person at Storch Law Firm, located at 420 S. Nova Road, Daytona Beach, Florida 32114 and via Teams, Meeting ID: 231 940 985 857 Passcode: qcx4XH.

Present were:

Glenn Storch
Robbie Lee
Joey Posey
James Boyd

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Cindy Cerbone
Andrew Kantarzhi (via telephone)
Jonathan Johnson (via telephone)
Chris Warshaw (via telephone)
Helen Hutchens (via telephone)
Ernie Cox (via telephone)

District Manager
Wrathell, Hunt and Associates LLC (WHA)
District Counsel
District Engineer
Miami Corporation Management, LLC
Family Lands Remembered

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 2:03 p.m.

Supervisors Storch, Lee, Boyd and Posey were present. Supervisor Fife was absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

A. Affidavit of Publication

This item was included for informational purposes.

B. Consideration of Resolution 2024-11, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-11. She reviewed the proposed Fiscal Year 2025 budget, which was unchanged from when it was last presented.

On MOTION by Mr. Storch and seconded by Mr. Lee, with all in favor, the Public Hearing was opened.

Mr. Storch asked if Ms. Hutchens reviewed the proposed Fiscal Year 2025 budget. Ms. Hutchens replied affirmatively and stated she reviewed it at length and had no questions.

On MOTION by Mr. Storch and seconded by Mr. Lee, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Lee and seconded by Mr. Posey, with all in favor, Resolution 2024-11, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

**Consideration of Fiscal Year 2024/2025
Budget Funding Agreement**

Ms. Cerbone presented the Fiscal Year 2024/2025 Budget Funding Agreement between the District and Swallowtail LLC. Asked if the Funding Agreement for the General Fund will be kept with Swallowtail LLC for the time being, Ms. Hutchens replied affirmatively. In the future, the Funding Agreement may be adjusted but, for now, it will continue to be with Swallowtail LLC.

Ms. Cerbone stated the only changes will be the date from the current Budget Funding Agreement and the budget amounts.

On MOTION by Mr. Posey and seconded by Mr. Boyd, with all in favor, the Fiscal Year 2024/2025 Budget Funding Agreement, was approved.

FIFTH ORDER OF BUSINESS**Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Ms. Cerbone presented the Memorandum detailing this new requirement and explained that newly adopted legislation requires special districts to establish goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives, publish an annual report on its website detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

Ms. Cerbone stated that District Management and District Counsel collaborated on identifying Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability as the key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each. Once approved, the Goals and Objectives must be posted on the District website by October 1st, each year, and the Performance Measures and Standards and Annual Reporting Form is due in December 2025.

Mr. Storch commended Management and Mr. Johnson on the Goals and Objectives, which, in his opinion, are clear and concise. He asked about the conveyance of a structure that was owned by the District. Ms. Cerbone stated that the District owns the structure momentarily because bond funds must be used; the point of ownership must be passed through the District before it is conveyed to another entity.

Mr. Johnson stated Staff will either prepare a conveyance up front but it is more typical for a construction easement or a construction license agreement to be produced, with conveyance to conclude with construction.

Mr. Storch reiterated his opinion that District Staff is doing a great job.

Mr. Johnson noted the following change is necessary:

Throughout: Change all references to “the CDD” to “the Stewardship District”

On MOTION by Mr. Storch and seconded by Mr. Boyd, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, both as amended, were approved.

SIXTH ORDER OF BUSINESS**Project/Grant Updates****A. Edgewater Wetland Park**

Mr. Cox stated that a grant was submitted on behalf of the District for a reuse tank and booster pump. Staff will find out if the grant was approved in late December. Asked if the booster tank will be located on District property, Mr. Cox stated the tank and booster pump will be constructed in a seven-acre utility site that the District agreed to provide to the City; it is to the South of the wetland park.

B. SR 442/I-95

Mr. Cox stated this is a very good opportunity under the Job Growth Grant Fund. Staff is awaiting informal comments from the Department of Commerce before submitting an application.

C. Deering Trail

Mr. Cox stated this is the segment of trail that will go from the east side of I-95. The grant application was submitted in December 2023. No further updates are anticipated until Fall 2024.

D. Turnbull Hammock Nutrient Reduction Project

Mr. Cox stated that this is a small grant for a small project. If the grant is awarded, it will be another design-build project on a piece of property further to the south, with one of the other companies, but within the District. The award announcement is expected in December 2024.

SEVENTH ORDER OF BUSINESS**Consideration of Agreement for Design-Build Services for Edgewater Wetland Park**

Referencing a handout, Ms. Cerbone presented a draft Agreement for Design-Build Services for Edgewater Wetland Park, with Supervisor Boyd's suggested edits. Staff did not have an opportunity to include District Counsel's edits. Ms. Cerbone stated the Agreement was emailed to the Board before incorporating Mr. Boyd's edits, to alert the Board that Mr. Cox would be providing a status update at today's meeting. If the Board is amenable, Ms. Cerbone suggested allowing the District Engineer, District Manager and District Counsel to work with Ms. Hutchens, Mr. Cox and Mr. Boyd to finalize the Agreement and forward it to Phillips and Jordan for review and feedback. She hopes the Agreement can be in final form and approved by the Chair and Vice Chair, in between meetings, and be presented for ratification at the next meeting.

Mr. Cox stated he previously reviewed Mr. Boyd's comments and he is in agreement with them. He explained how the Agreement was composed and stated that the most important data is on Page 3 of 14, which corresponds with Mr. Boyd's substantive comments. The design-build team is committing to completing the project in accordance with the plans and specifications for \$6.9 million.

Asked if he anticipates any major changes to the Agreement, Mr. Johnson stated no and indicated that he emailed his edits to be added to the Agreement.

Discussion ensued regarding the edits to the Agreement, the warranty period, storm event coverage, direct purchase of materials and who will serve as the authorized representative.

On MOTION by Mr. Storch and seconded by Mr. Lee, with all in favor, the Agreement for Design-Build Services for Edgewater Wetland Park, in substantial form and incorporating Mr. Boyd's comments, and authorizing the Chair or Vice Chair to execute the Agreement outside of the meeting, subject to presenting it for ratification at the next meeting, was approved.

EIGHTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of June 30, 2024**

Ms. Cerbone presented the Unaudited Financial Statements as of June 30, 2024 and responded to a question regarding the Debt Service Fund.

On MOTION by Mr. Lee and seconded by Mr. Posey, with all in favor, the Unaudited Financial Statements as of June 30, 2024, were accepted.

NINTH ORDER OF BUSINESS**Approval of Minutes****A. July 9, 2024 Evaluation Committee Meeting**

The following changes were made:

Line 54: Change “fair” to “good”

Line 56: Change “team members have a lot of local experience” to “team members also have good experience”

Line 57: Change “nothing specific to a wetland, as a reuse discharge park” to “not to the extent of Phillips & Jordan”

Line 62: Insert “format” after “response”

Line 81: Change “which he has worked for in the past” to “which Supervisor Boyd has worked with in the past.”

B. July 9, 2024 Regular Meeting

On MOTION by Mr. Storch and seconded by Mr. Lee, with all in favor, the July 9, 2024 Evaluation Committee Meeting Minutes, as amended, and the July 9, 2024 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP****B. District Engineer: England-Thims & Miller, Inc.**

There were no District Counsel or District Engineer reports.

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

- **4 Registered Voters in District as of April 15, 2024**

Ms. Cerbone stated there was an error in the list of registered voters from 2023. Staff will verify the number of registered voters with the Supervisor of Elections and report her findings.

- **NEXT MEETING DATE: September 10, 2024 at 2:00 PM**
 - **QUORUM CHECK**

Ms. Cerbone stated Board Meetings are scheduled for September and October. She noted that an entity wants to have bond funds available in December. In order to do that, Staff must prepare and present an official Master Assessment Methodology, an Engineer's Report, a Supplemental Assessment Methodology for the proposed bond issuance and schedule public hearings, etc. If all goes well, a bond issuance could occur in December 2024. Ms. Cerbone stated it would be helpful to organize a conference call Staff can go through the next steps. Mr. Storch asked to be included in the conference call.

ELEVENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members comments or requests.

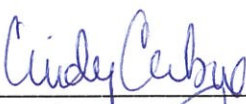
TWELFTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Posey and seconded by Mr. Boyd, with all in favor, the meeting adjourned at 2:50 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair