

**MINUTES OF MEETING  
DEERING PARK STEWARDSHIP DISTRICT**

The Board of Supervisors of the Deering Park Stewardship District held a Regular Meeting on March 10, 2026 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: 295 812 663 928 7, Passcode: 8GG3RT2x.

**Present:**

Glenn Storch  
Robbie Lee  
Joey Posey  
James Boyd  
William Fife

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Chris Conti  
Andrew Kantarzhi  
Jonathan Johnson (via Teams)  
Drew Vagnini (via Teams)  
David Feuchthman (via Teams)  
Helen Hutchens (via Teams)  
Gabi Cox (via Teams)

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

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 2:03 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Discussion: Agenda Process and Execution  
of District Related Items Between  
Meetings**

Ms. Cerbone reviewed the email outlining the processes for placing items on the agenda and providing everyone a complete agenda with supporting documents to review and ask questions before the meetings. She discussed the District Manager’s emergency spending threshold for handling life, health and safety matters outside of a meeting; allowing flexibility to add an item to the agenda during the meeting; and the document approved during the Organizational Meeting that allows the Chair or Vice Chair, along with District Staff and applicable Developer Representative input, to execute certain construction related documents outside of a meeting, to avoid construction delays.

Mr. Storch referenced executing several construction related documents and requisitions to release funds outside of a meeting and asked that future Requisitions reference the contract and date that the Board authorized the Chair or Vice Chair to sign construction related documents and requisitions to release funds outside of a meeting, to prevent construction delays.

Mr. Johnson stated he will revise the Requisition document to reference the Acquisition Agreement the Board approved at the Organizational meeting, which outlines the Board approving the contract; the process and the scope that authorizes the Chair or Vice Chair to sign construction related documents and requisitions to release funds outside of a meeting, to prevent construction delays; and the adopted Resolution that allows signing certain construction related items outside a meeting, such as plats, permit applications, real estate conveyances, and anything pursuant to approved contracts that are consistent with the plan of improvement that the Board adopted.

Ms. Cerbone stated items executed outside of a meeting will be presented for ratification at the next meeting.

**FOURTH ORDER OF BUSINESS**

**Ratification Items**

- A. State of Florida Department of Transportation State-Funded Grant Agreement for the Interstate 95 (I-95) Interchange/State Road 442 (SR-442) Expansion and Resilience Project**

Ms. Cerbone stated this Agreement was approved in form at the December 2025 meeting, without the backup, and subject to certain parties working with the Grantor to finalize the Agreement. The Chair or Vice Chair were authorized to execute it outside of a meeting.

Mr. Boyd asked if the Project Schedule list in Exhibit A is feasible and why permitting activities was excluded from the agenda. Ms. Hutchens voiced her belief that the schedule is feasible, but she would advise after conferring with Mr. Cox and Mr. Iler. A revised schedule will need to be submitted to the Florida Department of Transportation (FDOT), as a stormwater permit will be required, but not a wetland impact permit, since the project is occurring in an existing right-of-way (ROW).

Mr. Boyd referred to the language in Section 7.0 of the Grant Agreement and asked if the \$2 million in incurred costs is reimbursable. Ms. Hutchens stated local contributions toward this Grant are required. As such, she asked Ms. Cox to confirm if costs can be reimbursed if incurred by the District before the Agreement was executed on February 17, 2026.

Mr. Boyd asked if the Fiscal Year date in Exhibit B for this expenditure should be changed from 2025/2026 to 2026/2027, since the schedule extends into Fiscal Year 2027. Ms. Hutchens confirmed with Mr. Cox that the Fiscal Year 2025/2026 date is correct, as it is the FDOT's Fiscal Year budget, which differs with the District's fiscal budget year. Ms. Cerbone stated that the FDOT Funds Approval indicating January 31, 2028 as the ending date of the Agreement leads her to believe that there will be additional periods in which the grant funds will be available until then.

Mr. Boyd asked who will provide Construction Engineering Inspection (CEI) services, as the language in Section 10d of Exhibit A does not allow the same entity to perform both design and CEI services. Ms. Hutchens stated the District will go out to bid once the District Engineer submits the designs.

**B. Department of Environmental Protection Change Order #2 - DEP Agreement No. LG009 [Edgewater Wetland Park Project]**

Ms. Cox stated Change Order #2 deals mostly with reallocating funds from the construction budget to the pre-construction budget to complete the designs and permit and

the adjusted timeline, based on the Florida Department of Environmental Protection (FDEP) recommendation.

**On MOTION by Mr. Storch and seconded by Mr. Fife, with all in favor, the State of Florida Department of Transportation State-Funded Grant Agreement for the Interstate 95 (I-95) Interchange/State Road 442 (SR-442) Expansion and Resilience Project and Department of Environmental Protection Change Order #2 - DEP Agreement No. LG009 for the Edgewater Wetland Park Project, were ratified.**

**FIFTH ORDER OF BUSINESS**

**Consideration of England-Thims & Miller, Inc. Work Authorization #1 - Amendment 2 [I-95 at SR 442 Interchange Modification Project]**

Ms. Cerbone presented England-Thims & Miller, Inc. Work Authorization #1 - Amendment 2 for the I-95 at SR 442 Interchange Modification Project. This is a \$5,800 increase to LTG Inc.'s original \$16,000 fee to perform the Interchange Operational Analysis Report (IOAR). Mr. Boyd asked if the increase is for additional services and not just an increase in price. Ms. Hutchens replied affirmatively.

**On MOTION by Mr. Lee and seconded by Mr. Fife, with all in favor, England-Thims & Miller, Inc. Work Authorization #1 - Amendment 2 regarding the I-95 at SR 442 Interchange Modification Project, was approved.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Berger, Toombs, Elam, Gaines & Frank Engagement Letter for State Single Audit Fee Related to Edgewater Wetland Park Project**

Ms. Cerbone presented the Berger, Toombs, Elam, Gaines & Frank Engagement Letter for the State Single Audit Fee Related to the Edgewater Wetland Park Project. The Single Audit is required if the Grant reaches the \$700,000 threshold of reimbursements during a period and/or expenditures related to the Grant. The District's existing audit firm will conduct the State single audit and incorporate it in the District's annual audit.

Mr. Boyd asked Ms. Hutchens if this is typical. Ms. Hutchens replied affirmatively. The single audit is a compliance audit and is separate from the District's Annual Financial Statement

audit; both are required in relation to the grant. Ms. Cerbone, Ms. Hutchens and Mr. Johnson responded to questions regarding the District Management’s Accounting Staff being designated to work with the audit firm and the language in the indemnification clause, which is typical.

**On MOTION by Mr. Storch and seconded by Mr. Fife, with all in favor, the Berger, Toombs, Elam, Gaines & Frank Engagement Letter for State Single Audit Fee Related to Edgewater Wetland Park Project, in a not-to-exceed amount of \$7,850, which includes the cost of the District’s annual audit, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Discussion: Stormwater Pond Maintenance Agreement**

Ms. Cerbone stated Mr. Cox and Shawn are meeting on site with a local firm regarding providing stormwater maintenance services to the District. If successful, this will be on the next agenda for discussion, along with a proposed Agreement. The contract amount is below the threshold that would require going out to bid.

Discussion ensued regarding Staff’s familiarity with the firm, obtaining other proposals to compare costs and the Planned Unit Development (PUD) provision requiring the District to try to engage local firms.

**EIGHTH ORDER OF BUSINESS**

**Review: Grant Tracker**

Mr. Conti presented the Grant Tracker. The Projections Page was updated to include Department of Environmental Protection Change Order #2 - DEP Agreement No. LG009 for the Edgewater Wetland Park Project. Payment Request #9 for the Edgewater Wetland Park Project Deering Park Trail North Phases 2 & 3 Design Project for \$193,982.50 was received after the agenda was finalized, which changes the total from \$769,198 to \$963,180.36.

Mr. Storch asked if there have been any issues with the process and working with the State. Ms. Cox replied no. They will be doing the next FDOT payment request for reimbursement within the next couple of days and one is expected for the Turtle Hammock project. Mr. Boyd asked if the \$2 million spent on the road widening interchange was all Engineering related. Ms. Hutchens replied affirmatively. It consists of simultaneous Engineering for the IMR and the IOAR and they are approaching 60% plans on a full interchange

modification for the road widening under the underpass. Mr. Kantarzhi noted he will follow up with Mr. Warshaw to review this item and confirm that the funds expended on each of the sections are correctly segregated.

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2026**

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2026. The fee for Miscellaneous bank charges will be corrected from \$675 to \$1,750, based on implementing the Positive Pay program.

**On MOTION by Mr. Fife and seconded by Mr. Lee, with all in favor, the Unaudited Financial Statements as of January 31, 2026, were accepted.**

**TENTH ORDER OF BUSINESS**

**Approval of December 9, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Storch and seconded by Mr. Fife, with all in favor, the December 9, 2025 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Mr. Johnson stated a Legislative Summary will be sent at the end of the week outlining legislation that might impact Special Districts.

**B. District Engineer: England-Thims & Miller, Inc.**

Ms. Cerbone asked if the Board wants Mr. Warshaw’s emailed request to amend ETM Work Authorization #2 for General Engineering Services, which was approved at a prior meeting, by \$10,000 thereby increasing the budget to \$20,000, to be on the next agenda. The Board consensus was to include it on the next agenda.

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

- **Property Insurance on Vertical Assets**

This item is included as a reminder to secure property insurance once District-owned vertical assets, such as signage, walls, fences and entry monuments, are constructed.

Regarding concerns about processing electronic checks, Ms. Cerbone stated this is also covered under the Positive Pay program. Ms. Hutchens asked Ms. Cerbone to confirm that locks are in place to prevent unknown parties from removing funds from the ACH accounts.

- **Form 1 Submission and Ethics Training**

Form 1 must be filed electronically by July 1, 2026. Board Members should expect an email related to this in May from the Commission on Ethics.

- **NEXT MEETING DATE: April 14, 2026 at 2:00 PM**

Discussion ensued regarding the status of stormwater and street lighting projects, along with the Amendment to Work Authorization #2.

- **QUORUM CHECK**

The next meeting will be held on April 14, 2026, unless cancelled.

- **Performance Measures/Standards & Annual Reporting Form (for informational purposes)**

**D. Field Operations: First Service Residential**

Ms. Cerbone stated Field Operations representatives will attend meetings once there are improvements to maintain.

**TWELFTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Fife and seconded by Mr. Lee, with all in favor, the meeting adjourned at 3:10 p.m.**



Secretary/Assistant Secretary



Chair/Vice Chair