

**MINUTES OF MEETING
DEERING PARK STEWARDSHIP DISTRICT**

The Board of Supervisors of the Deering Park Stewardship District held a Public Hearing and a Regular Meeting on July 29, 2022 at 2:00 p.m., at the Storch Law Firm, located at 420 S. Nova Road, Daytona Beach, Florida 32114-4514.

Present were:

Glenn Storch	Chair
Robbie Lee	Vice Chair
Earl Underhill (via telephone)	Assistant Secretary
James (Jim) Boyd (via telephone)	Assistant Secretary
Matthew West	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzi	Wrathell, Hunt and Associates, LLC (WHA)
Jonathan Johnson (via telephone)	District Counsel
Helen Hutchens (via telephone)	Miami Corporation Management, LLC

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 2:02 p.m. Supervisors Storch, West and Lee were present, in person. Supervisors Boyd and Underhill attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2022/2023 Budget**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone reviewed the proposed Fiscal Year 2023 budget, which is unchanged since it was last presented. It reflects increases to certain budget line items that will only be realized

if and when bonds are issued. The budget is Landowner-funded, with expenses funded as they are incurred. Mr. Johnson stated the “Legal” line item represents an estimate, in case it is needed; his services are on an hourly basis.

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

Ms. Hutchens noted she reviewed the Fiscal Year 2023 budget and has no concerns.

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

On MOTION by Mr. Storch and seconded by Mr. Lee, with all in favor, Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2021, Prepared by Berger, Toombs, Elam, Gaines & Frank

Ms. Cerbone presented the Audited Annual Financial Report for the Fiscal Year ended September 30, 2021. There were no findings, irregularities or instances of noncompliance; it was an unmodified opinion, otherwise known as a clean audit.

Ms. Hutchens noted that the Audit phrases the revenue as “Developer” Contributions. Ms. Cerbone stated she noted the error and, while it was corrected on the Unaudited Financials, she was unable to review the actual Audit before it was filed with the State. The consensus was for Ms. Cerbone to inform Berger, Toombs, Elam, Gaines & Frank (BTGEF) so next year’s audit reflects the revenue source as “Landowner” Contributions.

Mr. Storch stated the State will make no distinction but, for today’s purposes, it is important to clarify on the public record that the budget is Landowner-funded.

Ms. Hutchens felt that the Audit is very straightforward; she had no other concerns.

**DEERING PARK STEWARDSHIP DISTRICT
FIFTH ORDER OF BUSINESS**

July 29, 2022

**Consideration of Resolution 2022-07,
Hereby Accepting the Audited Annual
Financial Report for the Fiscal Year Ended
September 30, 2021**

On MOTION by Mr. West and seconded by Mr. Lee, with all in favor, Resolution 2022-07, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2021, was adopted.

SIXTH ORDER OF BUSINESS

**Update: Letter to County Regarding 20-
Year Stormwater Management Needs
Analysis**

Ms. Cerbone stated new legislation required Districts to prepare and submit a 20-year Stormwater Management Needs Analysis Report by June 30, 2022, and every five years thereafter. Because the District did not employ a District Engineer at the time, she sent a letter drafted by District Counsel to both Volusia and Brevard Counties stating that the District recognizes the requirement but does not own or operate a stormwater or wastewater system at this time and that, upon receipt or construction of such facilities, the Report will be filed accordingly. While only one letter appears in the agenda, receipts were received from each County; the Counties submit the filings to the State.

Discussion ensued regarding the letter, which did not reference wastewater. Mr. Johnson stated the letter is over and above what the District is required to do, as the requirement only applies to existing systems and the District does not currently own or operate a stormwater or wastewater management system.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2022-08,
Designating Dates, Times and Location for
Regular Meetings of the Board of
Supervisors of the District and Providing
for an Effective Date**

The following will be inserted into the Fiscal Year 2023 Meeting Schedule:

DATES: April 14, 2023 and August 11, 2023

TIME: 2:00 PM

Mr. Johnson rejoined the meeting after a brief disconnection.

On MOTION by Mr. Lee and seconded by Mr. Underhill, with all in favor, Resolution 2022-08, Designating Dates, Times and Location for Regular Meetings of the Board of Supervisors of the District and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of June 30, 2022**

Ms. Cerbone presented the Unaudited Financial Statements as of June 30, 2022.

Ms. Cerbone stated no expenditures are reflected for the website or the audit because invoices have not yet been received.

Regarding Footnote 2, on Page 2, which indicates that audit-related line items will be realized the year after the issuance of bonds, Ms. Cerbone stated it was determined that the District cannot file the required Annual Financial Report without having an Audit as well. This is the second full year that the District is in existence.

The following change was made:

Page 2: Delete Footnote 2

Ms. Hutchens noted that, nine months into the fiscal year, the District has expended less than half its budget.

On MOTION by Mr. Storch and seconded by Mr. Lee, with all in favor, the Unaudited Financial Statements as of June 30, 2022, were accepted.

NINTH ORDER OF BUSINESS**Consideration of April 6, 2022 Regular Meeting Minutes**

On MOTION by Mr. Lee and seconded by Mr. West, with all in favor, the April 6, 2022 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: *Kutak Rock LLP*****▪ Fiscal Year 2022/2023 Budget Funding Agreement**

This item was an addition to the agenda.

Mr. Johnson stated that, as the Fiscal Year 2023 budget will be Landowner-funded, a Budget Funding Agreement with the Landowner is necessary. This is the same as in prior fiscal years, with the date changed to reflect the budget year being funded.

On MOTION by Mr. West and seconded by Mr. Boyd, with all in favor, authorizing the Fiscal Year 2022/2023 Budget Funding Agreement and authorizing the Chair to execute, was approved.

Ms. Cerbone will transmit the Agreement to Ms. Hutchens for the Landowner's signature and to Mr. Storch for his signature.

Regarding the required Financial Disclosure forms that each Supervisor should have received from the Supervisor of Elections of their County, Ms. Cerbone noted a rumor that one or more Counties were transitioning IT systems, which resulted in the Form 1 mailings not being processed. Management will email Form 1 and filing instructions to each Board Member. Mr. Johnson will email information to Mr. Storch that he can share with his Supervisor of Elections.

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

- **NEXT MEETING DATE: November 8, 2022 at 2:00 PM [Landowners']**
 - **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

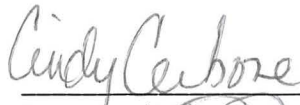
There were no public comments.

THIRTEENTH ORDER OF BUSINESS

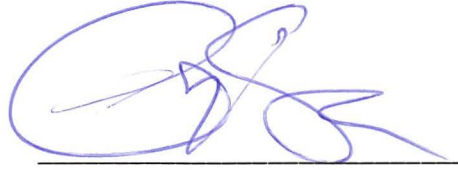
Adjournment

On MOTION by Mr. Storch and seconded by Mr. West, with all in favor, the meeting adjourned at 2:32 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

A handwritten signature in blue ink that reads "Cindy Carbone".

Secretary/Assistant Secretary

A stylized handwritten signature in blue ink, consisting of several loops and a long horizontal stroke.

Chair/Vice Chair