

**MINUTES OF MEETING  
DEERING PARK CENTER  
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the Deering Park Center Community Development District was held on **Wednesday, August 5, 2015 at 11:00 a.m.**, at the **Storch Law Firm**, located at **420 S. Nova Road, Daytona Beach, Florida 32114-4514**.

**Present at the meeting were:**

Glenn Storch	Chair
Michael Brown	Vice Chair
Mark Dowst	Assistant Secretary
Catherine Storch	Assistant Secretary
R. Sans Lassiter	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Mark Watts	District Counsel
Pat Gagliardi ( <i>via telephone</i> )	Swallowtail, LLC

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 11:10 a.m., and noted, for the record, that 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**

**Public Hearing to Hear Comments and  
Objections on Adoption of Fiscal Year  
2015/2016 Budget**

**A. Affidavit of Publication**

Mr. Adams presented the affidavit of publication of today's Public Hearing and Regular Meeting.

**B. Consideration of Resolution 2015-18, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2015, and Ending September 30, 2016**

Mr. Wrathell presented Resolution 2015-18 for the Board's consideration. He indicated that the proposed Fiscal Year 2016 budget had not changed since it was presented at the last meeting; the CDD was in a relatively dormant state.

Mr. Wrathell stated that the right-hand column, on Page 1, showed landowner contributions funding the District. On Page 2 were descriptions of each expense item. The proposed Fiscal Year 2016 budget was identical to the Fiscal Year 2015 budget.

**\*\*\*Mr. Wrathell opened the Public Hearing.\*\*\***

No members of the public were present.

**\*\*\*Mr. Wrathell closed the Public Hearing.\*\*\***

Mr. Lassiter commented that the projected actual costs were higher than the amount budgeted in Fiscal Year 2015 and asked if the Fiscal Year 2016 budget should be higher.

Mr. Watts pointed out that the Fiscal Year 2015 budget overage was due to CDD start up costs. Mr. Wrathell stated that an additional \$1,250 was added to the actual expenses; therefore, the actual costs should come in under the projected overage.

Mr. Lassiter indicated that there would be upcoming expenses relative to work performed for the District. He asked whether expenses, such as engineering costs, would be added by line item amendments to the budget, at a later time.

Mr. Wrathell explained that, while future bonds could not be budgeted for, expenses relating to engineering could either be processed through the actual debt component or be aggregated together and booked through the CDD as "due to landowner".

Mr. Storch indicated that the landowner already covered expenses that should have been booked to the CDD. Anything dealing with the Indian River Boulevard extension, landscaping, the turn lane and provisions for water and sewer should be booked by the CDD and treated as loans. Mr. Lassiter questioned if that included work performed by Mark Dowst & Associates, Inc., on the layout of the lots. Mr. Watts indicated that it was not an infrastructure related cost unless the lots were laid out as they are adjacent to the right-of-way (ROW).

Mr. Wrathell noted that the CDD was responsible for anything directly related to road, water, sewer, drainage, etc., and anything related to private lots was excluded from being publicly funded. Ms. Pat Gagliardi, of Swallowtail, LLC, (Swallowtail), requested that a list of the type of expenditures that fall under the purview of the CDD be circulated to the Swallowtail accounting department. Mr. Watts indicated that, while Mr. Dowst compiles the Engineer's Report, descriptors could be created that can be carried forward into invoicing.

Mr. Storch indicated that the Indian River Boulevard ROWs are to be donated to the City of Edgewater because the builder has not been determined. The roadways are an infrastructure improvement but they will not be given to the CDD. Mr. Watts explained that, to preserve the ability to recapture value or have it be part of the overall financing plan, donations should flow through the District, as the District is legally eligible to finance anything that is required for the development of the property by a Developmental Order.

Mr. Storch asked if the CDD would be responsible for paying the entire amount loaned by a client if only half of the amount is bonded and whether the land acquisition can be placed in a different “pot” than the bond. Mr. Watts replied that, in several districts, there is a developer-held note and a deferred obligation that is not currently being paid down. As revenue is received, the deferred obligation is moved into the note. Mr. Wrathell stressed that, while the CDD could be extremely creative, in terms of financing, the underlying issue of how much a property could be accessed remained.

**On MOTION by Mr. Brown and seconded by Mr. Lassiter, with all in favor, Resolution 2015-18, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2015, and Ending September 30, 2016, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2015/2016 Funding Agreement**

Mr. Wrathell presented the Fiscal Year 2015/2016 Funding Agreement for the Board’s consideration. He explained that, per the landowner funding agreement, District incurred expenses would be submitted to Swallowtail, for funding. Mr. Wrathell believed that the Fiscal Year 2015/2016 Funding Agreement was identical to the current agreement.

**On MOTION by Mr. Storch and seconded by Mr. Dowst, with all in favor, the Fiscal Year 2015/2016 Funding Agreement, was approved.**

**FIFTH ORDER OF BUSINESS**

**Update: RFQ for District Engineering Services**

Mr. Wrathell stated that, as authorized at the last meeting, a Request for Qualifications (RFQ) for District Engineering Services was advertised; however, no responses were received. He asked if the Board wanted to readvertise.

Mr. Storch questioned whether the Board could select Mr. Dowst as the District Engineer. Mr. Wrathell responded that Mr. Dowst must respond to the RFQ. Mark Dowst & Associates, Inc., is currently the Interim District Engineer. Going forward, the District should have an engineering firm under a continuing services agreement so that thresholds would not pose an issue.

Mr. Storch asked if the District complied with the RFQ advertising requirements. Mr. Wrathell replied affirmatively.

Mr. Storch noted that the District will be receiving a late application. Mr. Watts will research if a late application can be accepted or the RFQ must be published, again. Mr. Wrathell noted that it would be more cost effective to rerun the advertisement. Mr. Storch inquired if the time frame could be expanded. Mr. Watts stated that the time frame was part of the advertisement.

Mr. Wrathell indicated that an email would be sent to the Board when the RFQ is advertised. Mr. Dowst asked when the advertisement would run. Mr. Wrathell stated that the ad would run within the next two weeks. Mr. Dowst questioned how long firms would have to respond. Mr. Wrathell indicated 30 days.

**On MOTION by Ms. Storch and seconded by Mr. Storch, with all in favor, re-advertising the RFQ for District Engineering Services, was approved.**

**SIXTH ORDER OF BUSINESS**

**Discussion: Fiscal Year 2015/2016 Meeting Schedule**

Mr. Wrathell saw no reason to adopt a regular meeting schedule, at this time. Other than the RFQ, no meetings were necessary for several months.

Mr. Watts suggested scheduling one meeting, during the current calendar year, for the Engineer’s Report presentation. Mr. Wrathell stated that, once Mr. Dowst prepares a preliminary Engineer’s Report, for circulation, a meeting will be scheduled.

**SEVENTH ORDER OF BUSINESS**

**Approval of April 28, 2015 Special Meeting Minutes**

Mr. Wrathell presented the April 28, 2015 Special Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Dowst and seconded by Mr. Brown, with all in favor, the April 28, 2015 Special 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**

There being no report, the next item followed.

**B. Interim District Engineer**

There being no report, the next item followed.

**C. District Manager**

**i. Approval of Unaudited Financial Statements as of June 30, 2015**

Mr. Wrathell presented the Unaudited Financial Statements as of June 30, 2015. The CDD is landowner funded; therefore, there is a lag between when expenses are booked and funding requests are sent. Page 2 reflected actual revenues and expenses incurred through June 30, 2015. If a capital projects fund was created, it would be an addition to the financial statements.

Mr. Storch asked if Ms. Gagliardi received the agenda package. Ms. Gagliardi confirmed that she received an electronic copy and requested electronic agendas, going forward.

**On MOTION by Mr. Brown and seconded by Ms. Storch, with all in favor, the Unaudited Financial Statements as of June 30, 2015, were approved.**

**TENTH ORDER OF BUSINESS**

**Supervisor's Comments/Requests**

There being no Supervisor's comments or requests, the next item followed.

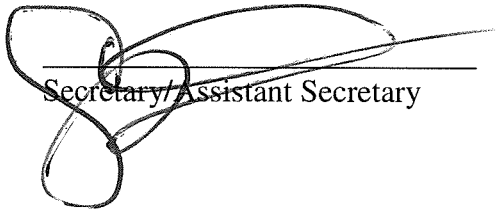
**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

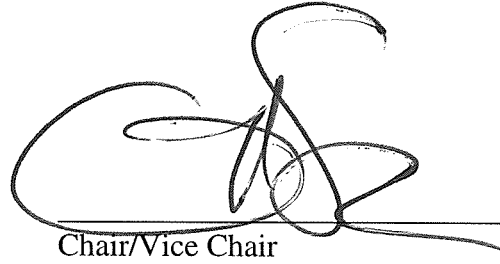
There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Storch and seconded by Mr. Dowst, with all in favor, the meeting adjourned at 11:37 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair