

**MINUTES OF MEETING
DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Daytona West Community Development District held a Regular Meeting on March 12, 2024 at 11:00 a.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present at the meeting were:

Marybel Defillo (via telephone)	Vice Chair
Eric Wills	Assistant Secretary
Stephanie Lerret	Assistant Secretary
Augustine "Trey" Fragala, III	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Nika Hosseini	District Counsel
Chris Warshaw (via telephone)	Interim District Engineer

**DUE TO TECHNICAL DIFFICULTIES, AUDIO WAS NOT AVAILABLE -
MINUTES TRANSCRIBED FROM THE MEETING NOTES**

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 11:04 a.m. Supervisors Wills, Lerret and Fragala were present in person. Supervisor Defillo attended via telephone. Supervisor Halle was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2024-01, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and

Publication Requirements; Addressing Severability; and Providing for an Effective Date

Mr. Kantarzhi presented Resolution 2024-01. He reviewed the proposed Fiscal Year 2025 budget.

The following change was made to the proposed Fiscal Year 2025 budget:

Page 1, Expenditures: Insert \$5,000 "Audit services" line item

On MOTION by Mr. Fragala and seconded by Ms. Lerret, with all in favor, Resolution 2024-01, Approving a Proposed Budget for Fiscal Year 2024/2025, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for May 14, 2024 at 10:00 a.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Fiscal Year 2024/2025 Budget Funding Agreement

Mr. Kantarzhi presented the Fiscal Year 2024/2025 Budget Funding Agreement.

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date

Mr. Kantarzhi presented Resolution 2024-02. The terms of Seats 3, 4 and 5 are being extended to November 2026 and the terms of Seats 1 and 2 are being extended to November 2028.

On MOTION by Ms. Lerret and seconded by Mr. Fragala, with all in favor, Resolution 2024-02, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

**Update: Required Ethics
Training/Disclosure Filing**

• **Sample Form 1 2023/Instructions**

Mr. Kantarzhi presented the Memorandum regarding updates and reminders for the ethics training for Special District Supervisors and Form 1 filing information.

SEVENTH ORDER OF BUSINESS

**Consideration of Volusia County Tax
Collector Agreement**

On MOTION by Ms. Lerret and seconded by Mr. Fragala, with all in favor, the Volusia County Tax Collector Agreement, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03,
Designating Dates, Times and Locations for
Regular Meetings of the Board of
Supervisors of the District for Fiscal Year
2023/2024 and Providing for an Effective
Date**

This item was deferred.

NINTH ORDER OF BUSINESS

**Consideration of the following Bond
Financing Related Items:**

A. Engagement of Bond Financing Professionals

I. Underwriter/ Investment Banker: _____

II. Bond Counsel: _____

III. Trustee, Paying Agent and Registrar: _____

B. Presentation of Master Engineer’s Report

C. Presentation of Master Special Assessment Methodology Report

- D. Resolution 2023-25, Declaring Special Assessments; Indicating the Location, Nature and Estimated Cost of Those Infrastructure Improvements Whose Cost is to be Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall Be Made; Providing When Such Special Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution
- E. Resolution 2023-26, Setting a Public Hearing for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Daytona West Community Development District in Accordance with Chapter 170, 190, and 197, Florida Statutes
- F. Resolution 2023-27, Authorizing the Issuance of Not Exceeding Not Exceeding \$[] Principal Amount of Daytona West Community Development District Bonds in One or More Series, for the Purpose of Financing the Construction and/or Acquisition by the District of the Public Improvements and Community Facilities Permitted by the Provisions of Chapter 190, Florida Statutes, as Amended, and the Ordinance Creating the District; Approving a Form of a Master Trust Indenture; Approving and Appointing a Trustee; Authorizing the Commencement of Validation Proceedings Relating To the Foregoing Bonds; Authorizing and Approving Other Matter Relating to the Foregoing Bonds; and Providing an Effective Date

These items were deferred.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2023

On MOTION by Ms. Defillo and seconded by Ms. Lerret, with all in favor, the Unaudited Financial Statements as of January 31, 2023, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of August 29, 2023 Public Hearings and Regular Meeting Minutes

On MOTION by Ms. Lerret and seconded by Ms. Defillo, with all in favor, the August 29, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Cobb Cole

B. District Engineer (Interim): England-Thims & Miller, Inc.

There were no reports from District Counsel or the District Engineer.

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

Mr. Kantarzhi recapped the following action items for the May 14, 2024 meeting:

- The Request for Proposals (RFP) for Audit Services and the Audit Committee meeting will be on the agenda.
- The Request for Qualifications (RFQ) for Engineering Services will be on the agenda.
- Ethics training and Form 1 update will be included under the District Manager’s Report.
- Resolution 2024-03 to setting the dates, times and location for the Fiscal Year 2024

Regular Meetings will be included on the agenda.

➤ The budget public hearing will be held at the meeting.

- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

The next meeting will be held on May 14, 2024 at 10:00 a.m.

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Lerret and seconded by Mr. Fragala, with all in favor, the meeting adjourned at 11:32 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair
Asst Secretary