

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

The Board of Supervisors of the Daytona West Community Development District held a Public Hearing and Regular Meeting on August 25, 2025 at 10:30 a.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present:

Ross Preston Halle (via telephone)	Chair
Marybel Defillo	Vice Chair
Eric Wills	Assistant Secretary
Stephanie Lerret (via telephone)	Assistant Secretary
John "J.J." R. Sofarelli, Jr.	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Chris Conti (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Mark Watts	District Counsel
Chris Warshaw (via telephone)	Interim District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:32 a.m.

Supervisors Wills, Defillo and Sofarelli were present. Supervisors Halle and Lerret 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
2025/2026 Budget**

A. Affidavit of Publication

B. Consideration of Resolution 2025-04, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-04. She reviewed the proposed Fiscal Year 2026 budget, which is the same budget that was presented at the last meeting. She highlighted increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. This is a Landowner-contribution budget with expenses funded as they are incurred.

Discussion ensued regarding when an annual audit will be necessary.

On MOTION by Ms. Defillo and seconded by Mr. Sofarelli, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Sofarelli and seconded by Ms. Defillo, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Defillo and seconded by Mr. Sofarelli, with all in favor, Resolution 2025-04, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]

- A. FY2025**
- B. FY2026**

Ms. Cerbone presented the Fiscal Year 2025 and the Fiscal Year 2026 Goals and Objectives Reporting Performance Measures and Standards. Both are the same. She explained the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives

and post the Report on the website each year in December. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Years 2025 and 2026. As the CDD does not have infrastructure yet, the recommendation is that the District Engineer prepare a memorandum stating that the CDD does not have any infrastructure at this time so an inspection was not conducted; this would be in lieu of the Annual Inspection called for in Goal 2.1.

Regarding the potential expense and if this is part of the Fiscal Year 2026 budget, Ms. Cerbone voiced her belief that the District Engineer’s time to prepare the memorandum should be minimal but, if in some future year an inspection will be required, then it should be budgeted when preparing the next fiscal year budget.

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

Ms. Cerbone noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives as the Board will likely not meet again before it must be posted on the website.

On MOTION by Ms. Defillo and seconded by Mr. Sofarelli, with all in favor, the Goals and Objectives Reporting Fiscal Year 2025 and Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-05. She and Mr. Watts discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid from other governmental entities than a provider of aid. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Ms. Defillo and seconded by Mr. Sofarelli, with all in favor, Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

This item was deferred.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2025

On MOTION by Ms. Defillo and seconded by Mr. Sofarelli, with all in favor, the Unaudited Financial Statements as of July 31, 2025, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of April 8, 2025 Special Meeting Minutes

The following change was made:

Line 20 and throughout: Change "Soffarelli" to "Sofarelli"

On MOTION by Mr. Sofarelli and seconded by Ms. Defillo, with all in favor, the April 8, 2025 Special Meeting Minutes, as amended, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Cobb Cole

Mr. Watts asked the Board to notify him when they are ready to commence the bond validation process.

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

There was no report.

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

- **0 Registered Voters in District as of April 15, 2025**
- **Property Insurance on Vertical Assets**

This is a reminder to secure property insurance once the CDD has vertical assets.

- **Form 1 Submission and Ethics Training**
- **Hard Copy Agendas vs Tablets**

The Board has no preference.

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

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

In response to the earlier questions regarding an annual audit, Mr. Conti stated that an audit was not required for Fiscal Year 2024. Ms. Cerbone thinks an annual audit will be required for Fiscal Year 2025.

ELEVENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Defillo and seconded by Mr. Sofarelli, with all in favor, the meeting adjourned at 11:02 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair