

**MINUTES OF MEETING
DEAN RIVER
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Dean River Community Development District held Public Hearings, a Regular Meeting and Audit Committee Meeting on December 9, 2025 at 11:00 a.m., at the Hampton Inn Daytona/Ormond Beach, 155 Interchange Boulevard, Ormond Beach, Florida 32174.

Present:

Christina Lindsay	Assistant Secretary
Carmen Tarantino	Assistant Secretary
Garret Parkinson	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC
Chris Conti	Wrathell, Hunt and Associates, LLC
Raymond Passaro (via telephone)	Wrathell, Hunt and Associates, LLC
Jere Earlywine (via telephone)	District Counsel
William Zeh (via telephone)	Interim District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 11:01 a.m. The Oath of Office was administered to Supervisor Parkinson before the meeting.

Supervisors Lindsay, Tarantino and Parkinson were present. Supervisors Boyette and Andrade were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors Garret Parkinson and Milton

Andrade (the following will be provided in a separate package)

This item was addressed during the First Order of Business. Mr. Parkinson is familiar with the following:

- A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Ms. Sanchez asked Mr. Parkinson to complete Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers. Form 8B will be kept on file for use when necessary. She read the following from Form 8B:

“I am a member of the Board of Supervisors of the Dean River Community Development District created under Chapter 190, Florida Statutes, and I am a principal, employee and/or business associate, or relative, of a landowner in the District. Decisions potentially affecting the landowner may come before the Board from time to time. Pursuant to Section 112.3143(3)(b), and 190.007(1), Florida Statutes, I understand that I do not have a conflict of interest when voting on such matters, and that I am not prohibited from voting on such matters. That said, I am filing this disclosure of voting conflict in an abundance of caution, and to follow the procedures required by section 112.3143, Florida Statutes, and for the duration of my term and any subsequent terms.”

FOURTH ORDER OF BUSINESS

Ratification of Resolution 2025-01, Electing Certain Officers of the District, and Providing for an Effective Date

Ms. Sanchez presented Resolution 2025-01. She recapped the following slate of officers:

- | | |
|-------------------|---------------------|
| Steven Boyette | Chair |
| Milton Andrade | Vice Chair |
| Craig Wrathell | Secretary |
| Christina Lindsay | Assistant Secretary |

Carmen Tarantino	Assistant Secretary
Garret Parkinson	Assistant Secretary
Jamie Sanchez	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

On MOTION by Mr. Tarantino and seconded by Mr. Parkinson, with all in favor, Resolution 2025-01, Electing Certain Officers of the District, and Providing for an Effective Date, was ratified.

Ms. Cerbone asked if there would be any problem striking through the Chair or Vice Chair titles on the Debt Levying Resolution and having one of the Assistant Secretaries execute the Resolution. Mr. Earlywine replied no, based on the CDD’s existing Rules of Procedure that can be done.

FIFTH ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

- A. Affidavit/Proof of Publication**
- B. Consideration of Resolution 2026-01, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Dean River Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2026-01, which allows the CDD to impose and collect the assessments utilizing the services of the Property Appraiser and Tax Collector.

Ms. Cerbone stated, once the Boundary Amendment to add additional units is approved, another Public Hearing will be scheduled.

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

No affected property owners or members of the public spoke.

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

On MOTION by Ms. Lindsay and seconded by Mr. Tarantino, with all in favor, Resolution 2026-01, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Dean River Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

These items were included for informational purposes.

C. Engineer’s Report (for informational purposes)

D. Master Special Assessment Methodology Report (for informational purposes)

Ms. Sanchez stated that the Engineer’s Report and the Master Special Assessment Methodology Report were presented in detail at a prior meeting and are included for informational purposes.

Mr. Earlywine stated the findings being made today are set forth in the Resolution, stating there are sufficient benefits from the project to justify the levied assessments and that the assessments are fairly and reasonably allocated. A Public Hearing to assess the Highlands

Homes property will be scheduled once the Boundary Amendment is approved, which is anticipated to be early next year.

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

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

No affected property owners or members of the public spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

The Board, sitting as the Equalizing Board, made no changes to the assessment levels.

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

- E. **Consideration of Resolution 2026-02, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date**

Ms. Sanchez presented Resolution 2026-02 and read the title.

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, Resolution 2026-02, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of

Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

- A. Affidavits of Publication**
- B. Consideration of Resolution 2026-03, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Ms. Sanchez stated the Rules of Procedure are the same as the version presented at the Organizational meeting.

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

No affected property owners or members of the public spoke.

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

On MOTION by Ms. Lindsay and seconded by Mr. Tarantino, with all in favor, Resolution 2026-03, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2024/2025 Budget

- A. Affidavit of Publication**
- B. Consideration of Resolution 2026-04, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2026-04. She reviewed the one change to the Fiscal Year 2025 budget that was requested at the prior meeting, which was to list each Landowner,

Maronda Homes and Highland Homes, under revenues and split the Operations and Maintenance (O&M) costs based on each Landowners’ number of units.

Discussion ensued regarding making sure the Funding Requests are processed while certain parties finalize negotiations.

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

No affected property owners or members of the public spoke.

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

On MOTION by Ms. Lindsay and seconded by Mr. Tarantino, with all in favor, Resolution 2026-04, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

- A. Affidavit of Publication**
- B. Consideration of Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2026-05. The proposed Fiscal Year 2026 budget contains the same changes made to the Fiscal Year 2025 budget.

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

No affected property owners or members of the public spoke.

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

On MOTION by Ms. Lindsay and seconded by Mr. Tarantino, with all in favor, Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Recess Regular Meeting/Commencement of Audit Selection Committee Meeting

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, the Regular Meeting recessed and the Audit Selection Committee meeting commenced.

ELEVENTH ORDER OF BUSINESS

Review of Responses to Request for Proposals (RFP) for Annual Audit Services

- A. Affidavit of Publication**
- B. RFP Package**
- C. Respondent(s)**

I. Berger, Toombs, Elam, Gaines & Frank

Base bid: \$2,800 for Fiscal Year 2026 and \$3,300 for Fiscal Years 2027 and 2028, plus an additional \$1,400 with bond issuance.

II. DiBartolomeo, McBee, Hartley & Barnes P.A.

Base bid: \$2,850 for Fiscal Year 2025, \$2,950 for Fiscal Year 2026, \$3,150 for Fiscal Year 2027, \$3,350 for Fiscal Year and \$3,500 for Fiscal Year 2029, plus an additional negotiated fee not-to-exceed \$1,250 with bond issuance.

III. Grau & Associates

Base bid: \$3,000 for Fiscal Year 2025, \$3,100 for Fiscal Year 2026 and \$3,200 for Fiscal Year 2027, plus an additional \$1,500 with bond issuance.

D. Auditor Evaluation Matrix/Ranking

Ms. Sanchez presented her scores for each respondent for each Evaluation Matrix category and discussed her the reasons for the scores. Instead of completing the Evaluation Matrix individually or as a group, the Audit Selection Committee accepted Ms. Sanchez' scores and ranking, as follows:

#1	DiBartolomeo, McBee, Hartley & Barnes P.A.	100 points
#2	Grau & Associates	98 points
#3	Berger, Toombs, Elam, Gaines & Frank	89 points

TWELFTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, the Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

THIRTEENTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- **Award of Contract**

On MOTION by Ms. Lindsay and seconded by Mr. Tarantino, with all in favor, accepting the Audit Selection Committee’s scores and ranking as the Board’s own scores and ranking, and ranking DiBartolomeo, McBee, Hartley & Barnes P.A., as the #1 ranked respondent to the RFP for Annual Audit Services, and awarding the Annual Audit Services contract to DiBartolomeo, McBee, Hartley & Barnes P.A., the #1 ranked respondent, was approved.

FOURTEENTH ORDER OF BUSINESS

Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services

- A. Affidavit of Publication**
- B. RFQ Package**
- C. Respondent(s)**
 - I. Alliant Engineering, Inc.**
 - II. Madden, Moorhead & Stokes, LLC**
- D. Competitive Selection Criteria/Ranking**

Ms. Sanchez presented the Board’s group scores for each of the Competitive Selection Criteria category. She recapped the overall scores and ranking, as follows:

#1	Madden, Moorhead & Stokes, LLC	90 points
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#2 Alliant Engineering, Inc. 85 points

E. Award of Contract

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, ranking Madden, Moorhead & Stokes, LLC, as the #1 ranked respondent to the RFQ for Engineering Services; awarding the Engineering Services contract to Madden, Moorhead & Stokes, LLC; and authorizing Staff to negotiate and finalize the Agreement with Madden, Moorhead & Stokes, LLC, was approved.

FIFTEENTH ORDER OF BUSINESS

**Discussion/Consideration/Ratification:
Performance Measures/Standards &
Annual Reporting Form [October 1, 2025 –
September 30, 2026**

Ms. Sanchez presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, the Goals and Objectives Reporting for Fiscal Year 2026 Performance Measures and Standards, was approved.

SIXTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2026-06,
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.

Mr. Earlywine stated the Bond Validation Hearing is tentatively scheduled for January 21, 2026; the next meeting date will likely be in March or April, 2026. He anticipates the Highland Boundary Amendment to be completed by the second quarter of 2026 and to issue bonds in the third quarter of 2026.

SEVENTEENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of October 31, 2025**

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, the Unaudited Financial Statements as of October 31, 2025, were accepted.

EIGHTEENTH ORDER OF BUSINESS

Approval of Minutes

- A. **September 22, 2025 Landowners’ Meeting**
- B. **September 22, 2025 Organizational Meeting**

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, the September 22, 2025 Landowners’ Meeting Minutes and the September 22, 2025 Organizational Meeting Minutes, both as presented, were approved.

NINETEENTH ORDER OF BUSINESS

Staff Reports

- A. **District Counsel: Kutak Rock LLP**
Mr. Earlywine provided his update during the Sixteenth Order of Business.
- B. **District Engineer (Interim): Madden, Moorhead & Stokes, LLC**
There was no report.
Going forward, “(Interim)” will be removed from the District Engineer line above.
- C. **District Manager: Wrathell, Hunt and Associates, LLC**
 - **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

TWENTIETH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

TWENTY-FIRST ORDER OF BUSINESS

Public Comments

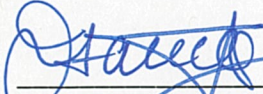
No members of the public spoke.

TWENTY-SECOND ORDER OF BUSINESS

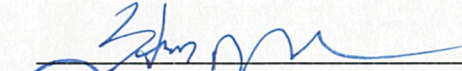
Adjournment

On MOTION by Mr. Tarantino and seconded by Ms. Lindsay, with all in favor, the meeting adjourned at 11:35 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair