

**MINUTES OF MEETING**

**Tomoka Community Development District  
Regular Board of Supervisors Meeting  
Tuesday, January 13, 2026, at 4:00 p.m.  
Hampton Inn, 150 Flagler Plaza Drive,  
Palm Coast, FL 32137**

Present and constituting a quorum:

|                |                     |
|----------------|---------------------|
| Kelly White    | Chairperson         |
| Nika Hosseini  | Vice Chairperson    |
| Ida Babazadeh  | Assistant Secretary |
| Rick Southwick | Assistant Secretary |

Also present were:

|                  |   |
|------------------|---|
| Vivian Carvalho  | District Manager, PFM Group Consulting LLC                |
| Kwame Jackson    | ADM, PFM Group Consulting LLC (via phone)                 |
| Kiara Cuesta     | District Accountant PFM Group Consulting LLC (via phone)  |
| Jennifer Glasgow | District Accountant, PFM Group Consulting LLC (via phone) |
| Katie Buchanan   | District Counsel, Kutak Rock LLP (via phone)              |

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

This meeting was called to order by Ms. Carvalho at approximately 4:01 p.m. and roll call was initiated. Those in attendance are outlined above.

**Public Comment Period**

There were no public comments.

**Consideration of Appointment to  
Seat #3 Previously held by Amos  
(Gooch) Cheatham (Term Expires:  
11/2026)**

This item was deferred.

**Administration of Oath of Office to Newly Appointed Board Member**

This item was deferred.

**Consideration of Resolution 2026-01, Election of Officers**

This item was deferred.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Consideration of the Minutes of the July 8, 2025, Board of Supervisors' Meeting**

The Board reviewed the minutes.

ON MOTION by Ms. Hosseini, seconded by Mr. Southwick, with all in favor, the Board approved the Minutes of the July 8, 2025, Board of Supervisors' Meeting.

**Consideration of Resolution 2026-02, Adopting a Revised Fiscal Year 2025 O&M Budget**

Ms. Carvalho noted this is a statutory requirement to adjust the budget within the line items for auditing purposes.

ON MOTION by Ms. White, seconded by Ms. Hosseini, with all in favor, the Board approved Resolution 2026-02, Adopting a Revised Fiscal Year 2025 O&M Budget.

**Consideration of Resolution 2026-03, Adopting Goals, Objectives, and Performance Measures and Standards for Fiscal Year 2026**

Ms. Carvalho noted this is a statutory requirement. These are the same goals and objectives that were in place for fiscal year 2025. The report is posted each year to the District's website prior to December 1.

ON MOTION by Ms. Hosseini, seconded by Mr. Southwick, with all in favor, the Board approved Resolution 2026-03, Adopting Goals, Objectives, and Performance Measures and Standards for Fiscal Year 2026.

**Review and Acceptance of Fiscal Year 2025 Goals, Objectives, and Performance Measures Reporting Form**

Ms. Carvalho gave an overview of the reporting form and noted it has been reviewed by the Chair and District Management.

ON MOTION by Ms. Hosseini, seconded by Ms. Babazadeh, with all in favor, the Board accepted the Fiscal Year 2025 Goals, Objectives, and Performance Measures Reporting Form.

**Ratification of FY 2025 Auditor Engagement Letter**

Ms. Carvalho noted this was for ratification only.

ON MOTION by Ms. Hosseini, seconded by Mr. Southwick, with all in favor, the Board ratified the FY 2025 Auditor Engagement Letter.

**Ratification of Payment Authorizations Nos. 270 – 291**

The Board reviewed the payment authorizations.

There was brief discussion regarding the payment authorization for Sterling Bridge streetlighting.

Ms. White noted the streetlights are leased and the bill is most likely for lease and consumption.

Ms. Glasgow gave an overview of the electric bill.

Ms. Cuesta will email the bill to Ms. White for review.

ON MOTION by Ms. Hosseini, seconded by Ms. Babazadeh with all in favor, the Board ratified the Payment Authorizations Nos. 270-291.

### **Review of District Financials**

The Board reviewed the District Financials as of November 2025.

ON MOTION by Ms. White, seconded by Mr. Southwick with all in favor, the Board accepted the District Financials.

### **THIRD ORDER OF BUSINESS**

#### **Other Business**

#### **Staff Reports**

**District Counsel** – No report.

**District Engineer** – Not present.

**District Manager** – Ms. Carvalho noted the next meeting is scheduled for April 14, 2026. It was noted this will start the budget process.

### **FOURTH ORDER OF BUSINESS**

#### **Audience Comments and Supervisors' Requests**

There were no audience comments or supervisor requests at this time.

### **FIFTH ORDER OF BUSINESS**

#### **Adjournment**

There was no further business to discuss.

ON MOTION by Ms. Hosseini, seconded by Ms. White, with all in favor, the Board adjourned the January 13, 2026, Board of Supervisors' Meeting at approximately 4:11 p.m.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson