

**MINUTES OF MEETING
DP1
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting and Public Hearing of the Board of Supervisors of the DP1 Community Development District was held on Tuesday, September 5, 2017, immediately following the Landowners' Meeting at 11:00 a.m., at the Ponte Vedra Library, 101 Library Boulevard, Ponte Vedra Beach, Florida 32082.

Present were:

Bobby Bennett	Chair
Lucas Hildebrand	Vice Chair
Melissa Yuhas	Assistant Secretary
Lou Paquet	Assistant Secretary
L. Kelly Webb	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Katie Buchanan	District Counsel
Frank Gatlin	Gatlin Development Co.
Ken Wilson	Gate Petroleum

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 11:19 a.m. The results of the Landowners' Election, held prior to this meeting were as follows:

Bobby Bennett	10 Votes	Four-Year Term
Lucas Hildebrand	10 Votes	Four-Year Term
Melissa Yuhas	5 Votes	Two-Year Term
Lou Paquet	5 Votes	Two-Year Term
L. Kelly Webb	5 Votes	Two-Year Term

- **Administration of Oath of Office to Newly Elected Supervisors (*the following to be provided in a separate package*)**

******This item, previously the Third Order of Business, was presented out of order.******

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Bennett, Mr. Hildebrand, Ms. Yuhas, Mr. Paquet and Ms. Webb. Mr. Wrathell provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. Financial Disclosure Forms**
 - i. Form 1: Statement of Financial Interests**
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - iii. Form 1F: Final Statement of Financial Interests**
- E. Form 8B – Memorandum of Voting Conflict**

Mr. Wrathell stated that Management had not received the Developer Funding Agreements. Two entities shared in the funding of District Operations until the Public Infrastructure Fee (PIF) took effect; however, Management did not know the percentage split and could not submit any funding requests. An answer would be required relatively soon, as funding requests were generally submitted monthly. Ms. Yuhas stated that, if Durbin Park Pavilion was the single entity, the District’s Agreement was with Durbin Park Pavilion and no further action would be required. Mr. Bennett would discuss the funding issue with Mr. Gatlin and Mr. Wilson and provide Management with answers.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Board of Supervisors *(the following to be provided in a separate package)*

This item was presented following the First Order of Business.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2017-25, Canvassing and Certifying the Results of the Landowners’ Election

Mr. Wrathell presented Resolution 2017-25. The results of the Landowners Election were:

Seat 1	Bobby Bennett	10 Votes	Four-Year Term
Seat 2	Lucas Hildebrand	10 Votes	Four-Year Term
Seat 3	Melissa Yuhas	5 Votes	Two-Year Term
Seat 4	Lou Paquet	5 Votes	Two-Year Term
Seat 5	L. Kelly Webb	5 Votes	Two-Year Term

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, Resolution 2017-25, Canvassing and Certifying the Results of the Landowners' Election, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-26,
Electing Officers of the District**

Mr. Wrathell presented Resolution 2017-26. Following an election or appointment, the Board must reconsider its slate of officers. Mr. Bennett nominated the existing previous slate of officers. Ms. Yuhas clarified that the slate was recently modified, with Mr. Hildebrand as Vice Chair and herself as an Assistant Secretary.

No other nominations were made. The slate of officers was as follows:

Chair	Bobby Bennett
Vice Chair	Lucas Hildebrand
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Secretary	Melissa Yuhas
Assistant Secretary	Lou Paquet
Assistant Secretary	L. Kelly Webb
Assistant Secretary	Cindy Cerbone
Assistant Treasurer	Jeff Pinder

On MOTION by Ms. Yuhas and seconded by Mr. Bennett, with all in favor, Resolution 2017-26, Electing the Officers of the District, as nominated, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Public Comment and Objections to the Adoption of the Rules of Procedure and Rule Establishing Public Infrastructure Fee, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

- **Notice of Rule Development**
- **Notice of Rule Making**

Mr. Wrathell presented the affidavits of publication for today’s Public Hearing.

B. Consideration of Resolution 2017-27, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell presented Resolution 2017-27.

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

No members of the public spoke.

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

On MOTION by Mr. Bennett and seconded by Mr. Paquet, with all in favor, Resolution 2017-27, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

C. Consideration of Resolution 2017-28, Adopting the Rule Establishing the Public Infrastructure Fee; Adopting Rates, Fees and Charges; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell presented Resolution 2017-28. Ms. Buchanan stated that the purpose of today’s Public Hearing was to adopt the PIF, as the District must adopt all rates or fees, via a rule adoption. This Rule adopts the PIF, or the 0.5% added to all taxable exchanges. Bonds would be issued to fund the acquisition and construction of certain public infrastructure improvements and the bond terms would not exceed 40 years, as provided by Statute; a funding amount of \$25

million was anticipated, plus the cost of financing. The expectation was that the bonds would be repaid by the PIF. Ms. Buchanan reviewed Exhibit A and responded to questions. The word “authorizes” was omitted from Section 8, Line 3; the document would be revised, accordingly, to “Each retailer hereby specifically authorizes the collecting agent any accountant designated by the Land Board to audit its books.” Ms. Buchanan asked Management to offer an opinion about the PIF and how it relates to the financing, based on experience in the industry. Mr. Wrathell stated that, typically, when bonds are issued, even for normal special assessments, the PIF would assist in funding infrastructure improvements that would benefit tenants and residents, by increasing property values, and the 0.5% PIF, which would be adopted, was comparable to other CDDs that utilized or adopted PIFs. In response to Ms. Buchanan’s next question regarding whether the PIF was just, equitable and uniform for users of the same class. Mr. Wrathell stated that the PIF is applied, in uniform manner, to all taxable transactions that occur within the boundaries of the District and seemed just and equitable, in his estimation. As to whether the PIF revenue, along with other assessments, were anticipated to be sufficient to repay the notes, bond and reissue, Mr. Wrathell confirmed that, once the PIF was issued, it would be able to fully pay the debt service, on an annual basis, as anticipated.

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

No members of the public spoke.

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

On MOTION by Mr. Bennett and seconded by Mr. Hildebrand, with all in favor, Resolution 2017-28, Adopting the Rule Establishing the Public Infrastructure Fee; Adopting Rates, Fees and Charges; Providing a Severability Clause; and Providing an Effective Date, with the amendment in Section 8, line 3, as described by District Counsel, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2017-14, Adopting the Annual Meeting Schedule for Fiscal Year 2017/2018; and Providing for an Effective Date

Mr. Wrathell presented Resolution 2017-14. The next meeting would be in October, for the Budget Public Hearing. The Board decided to meet on the fourth Tuesday of each month, at

11:00 a.m., at this location. Ms. Buchanan suggested that Supervisors email Staff if they could not attend a scheduled meeting.

On MOTION by Mr. Bennett and seconded by Mr. Hildebrand, with all in favor, Resolution 2017-14, Adopting the Annual Meeting Schedule for Fiscal Year 2017/2018, with meetings on the fourth Tuesday of each month, at 11:00 a.m., at this location, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of July 27, 2017 Organizational Meeting Minutes

Mr. Wrathell presented the July 27, 2017 Organizational Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, the July 27, 2017 Organizational Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan gave an overview of the next steps related to the bonds and validation process; the validation was filed in court last week and the process was underway. Once a Judge was assigned, the goal was to hold the hearing as quickly as possible. Ms. Buchanan anticipated an update by week's end and would email all parties.

B. Interim District Engineer

There being no report, the next item followed.

C. District Manager

- **NEXT MEETING: October 5, 2017 at 11:00 A.M.**

The next meeting will be held on October 5, 2017 at 11:00 a.m., at this location.

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

ELEVENTH ORDER OF BUSINESS**Public Comments**

Mr. Gatlin asked what should be done to notify tenants that the appeal period was over and the District was officially established. Ms. Buchanan explained that the relevant Resolution would be placed in the official record and her office would prepare and record a Declaration, with the Resolution attached, as an exhibit. In response to a Board Member's question, Mr. Gatlin anticipated that tenants would be open for business on February 19. In response to a question about when the debt would start to accrue interest, Mr. Wrathell stated that interest would accrue once the bonds were issued. Ms. Buchanan stated that Greenberg Traurig, the District's Bond Counsel, would assist in structuring the bonds to remain compliant with tax laws. Discussion ensued regarding the infrastructure improvements, construction contracts, off-site utilities, conveyances, notes, bond requisitions and interest rates. Mr. Wrathell stated that, once the 30-day appeal period on validation concludes, Staff would schedule a Board Meeting and email everyone as to when the note would be issued.

TWELFTH ORDER OF BUSINESS**Adjournment**


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

On MOTION by Mr. and seconded by Mr., with all in favor, the meeting adjourned at 12:03 p.m.

SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair