

**MINUTES OF MEETING
DP1
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Board of Supervisors of the DP1 Community Development District was held on Tuesday, July 31, 2018, at 11:00 a.m., at the Ponte Vedra Beach Branch Library, 101 Library Boulevard, Ponte Vedra Beach, Florida 32082.

Present were:

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

Also present were:

Craig Wrathell	District Manager
Katie Buchanan	District Counsel
Brad Davis	District Engineer
Park McMillan	Gatlin Development Co., Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 11:02 a.m. Supervisors Bennett, Hildebrand, Yuhas and Webb were present, in person. Supervisor Paquet was not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration Resolution 2018-06,
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. Wrathell presented Resolution 2018-06. As the District was established in an odd numbered year, it was necessary to extend the terms of office for all current Board Members to coincide with the General Election years.

The following terms of office are hereby extended to coincide with the General Election cycle, as follows:

Seat #1	Bobby Bennett	Extended to November 2022
Seat #2	Lucas Hildebrand	Extended to November 2022
Seat #3	Melissa A. Yuhas	Extended to November 2020
Seat #4	Louis P. Paquet	Extended to November 2020
Seat #5	L. Kelly Webb	Extended to November 2020

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, Resolution 2018-06, 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.

FOURTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2017, Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. Wrathell presented the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2017. As required, this audit was submitted to the State by the July 30 deadline. He reviewed and explained the information contained on each page. There were no findings or instances of noncompliance; it was considered a clean audit.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-07, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2017

Mr. Wrathell presented Resolution 2018-07.

On MOTION by Mr. Bennett and seconded by Ms. Webb, with all in favor, Resolution 2018-07, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2017, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2018-08, Adopting the Annual Meeting Schedule for Fiscal Year 2018/2019; and Providing for an Effective Date

Mr. Wrathell presented Resolution 2018-08.

On MOTION by Mr. Bennett and seconded by Mr. Hildebrand, with all in favor, Resolution 2018-08, Adopting the Annual Meeting Schedule for Fiscal Year 2018/2019; and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2018-09, Ratifying, Confirming and Approving the Actions of the Chairman and District Staff Regarding the Assignment of Onsite Common Infrastructure Phase 1; Ratifying, Confirming, and Approving the Actions of the Chairman and District Staff Regarding the Subsequent Conveyance of Onsite Common Infrastructure Phase 1 to JEA; and Addressing Severability and an Effective Date

Ms. Buchanan stated that this was similar to the acquisition and assignments previously considered. Through this Resolution, the District takes assignment of onsite common infrastructure in Phase 1. The following items were attachments to the Resolution:

- Exhibit A: Contains a description of the improvements, corresponding values and payments made and payments due.
- Developer’s Affidavit: The Developer’s commitment that they spent the funds, obtained releases from the contractors, confirms that all payments were made and that they agree to pay the balance.

- **Contractor's Acknowledgement and Release:** The contractor's release acknowledging receipt of payment, assignment of contract and assigned a warranty and indemnification rights to the District.
- **District Engineer's Certificate:** Certification that the District Engineer reviewed the onsite infrastructure, within the scope of the improvements, and reviewed the contracts and values and that the infrastructure was installed in accordance with the specifications.
- **Bill of Sale and Limited Assignment:** Conveys ownership of the improvements to the District.
- **JEA Bill of Sale and JEA Certificate of Construction Completion Owner's Affidavit:** The infrastructure passes, through title, to the District to allow it to be reimbursed on future bonds. The District will have accepted the infrastructure and own it and, when everything is completed and able to be accepted by JEA, the District will provide an executed Bill of Sale and Owner's Affidavit from the District to JEA conveying over the improvements.

A Board Member asked how the bonds are involved in this process. Ms. Buchanan stated that, for the District to fund improvements, it generally must own them at some time, which is why the improvements are passing through the District in the chain of title. Until the next bonds are issued, the Developer will have an "I Owe You" from the District to reimburse the Developer, once the next bonds are issued. Mr. Davis stated that there are some final tests, as-builts must be approved and several other events must occur. Once the Department of Environmental Protection (DEP) signs off, the final Acquisition Package would be prepared. Mr. Wrathell presented Resolution 2018-09 and read the title.

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, Resolution 2018-09, Ratifying, Confirming and Approving the Actions of the Chairman and District Staff Regarding the Assignment of Onsite Common Infrastructure Phase 1; Ratifying, Confirming, and Approving the Actions of the Chairman and District Staff Regarding the Subsequent Conveyance of Onsite Common Infrastructure Phase 1 to JEA; and Addressing Severability and an Effective Date, was adopted.

Mr. Wrathell presented the Unaudited Financial Statements as of June 30, 2018.

On MOTION by Mr. Bennett and seconded by Ms. Webb, with all in favor, the Unaudited Financial Statements as of June 30, 2018, were approved.

NINTH ORDER OF BUSINESS

Consideration of April 24, 2018 Regular Meeting Minutes

Mr. Wrathell presented the April 24, 2018 Regular Meeting Minutes and asked for any additions, deletions or corrections. The following change was made:

Line 28: Change "Amanda _____" to "Amanda Kumar"

On MOTION by Mr. Bennett and seconded by Mr. Hildebrand, with all in favor, the April 24, 2018 Regular Meeting Minutes, as amended, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping, Green & Sams, P.A.*

There being no report, the next item followed.

B. District Engineer: *Prosser, Inc.*

There being no report, the next item followed.

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

i. Consideration of ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Mr. Wrathell stated that, recently, one claimant has filed claims against many CDDs and other entities related to noncompliance with the Americans with Disabilities Act (ADA) requirements for websites. Although official regulations were not in place to be enforced, a technical advisory memorandum indicated that entities should try to comply with the ADA requirements. The District insurance carrier is covering the claims. Management engaged ADA Site Compliance Incorporated (ADASC) to bring all of Management's CDDs' websites into compliance and Management Staff is being trained to prepare ADA compliant documents for the websites. ADASC's shield and a link to the District's Accessibility Policy were added to the

website homepage. It explains that the District is taking steps to be ADA compliant and advises who to contact for assistance or further information, etc. The \$199 annual fee includes the ADASC Compliance Shield, Accessibility Policy and one annual technological audit.

On MOTION by Ms. Yuhas and seconded by Mr. Bennett, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, was approved.

- ii. **NEXT MEETING DATE: August 28, 2018 at 11:00 A.M. (*Ponte Vedra Beach Branch Library*)**

Mr. Wrathell stated that the next meeting will be held on August 28, 2018 at 11:00 a.m.

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Ms. Yuhas asked if the agenda packages could be received sooner. Mr. Wrathell explained that Management is often waiting for others to provide documents for the agendas.

TWELFTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

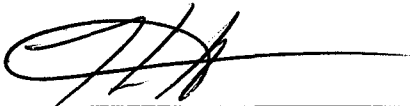
THIRTEENTH ORDER OF BUSINESS

Adjournment

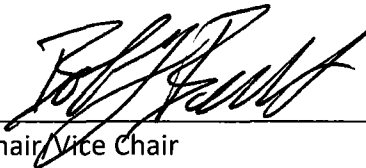
There being no further business to discuss, the meeting adjourned.

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair