

**MINUTES OF MEETING
DP1
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the Board of Supervisors of the DP1 Community Development District were held on Tuesday, August 28, 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
Louis Paquet	Assistant Secretary

Also present were:

Howard McGaffney	Wrathell, Hunt and Associates, LLC
Katie Buchanan (<i>via telephone</i>)	District Counsel
Park McMillan	Gatlin Development Co., Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 11:05 a.m. Supervisors Bennett, Hildebrand, Yuhas and Paquet were present, in person. Supervisor Webb was not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Public Hearing to Hear Comments and
Objections on Adoption of Fiscal Year
2018-2019 Budget**

A. Affidavit/Proof of Publication

The affidavit of publication for today's Public Hearing was provided for informational purposes.

B. Consideration of Resolution 2018-10, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Yuhas noted that some expenditure descriptions contain more detail than others, such as who is performing the work, and asked if accounting activities are performed by Management. Mr. McGaffney stated that items such as "Management/accounting/recording" and eventually "Debt service accounting", "Postage", "Printing & binding", "Legal advertising", "Annual special district fee" and possibly "Collection agent" are performed or run through District Management. Mr. Paquet stated that the Board is reviewing sample agreements from other commercial CDDs in Florida and evaluating its options regarding what entity is best used to perform those services. Mr. Hildebrand clarified that the Board is evaluating sample agreements for collection agent services and asked that the name of the entity providing the services be included in the description for each and every category on Page 2. Mr. Hildebrand questioned if all the expenses, on Page 1, marked with an asterisks would actually be realized when bonds are issued, as he felt that some, such as "Collection agent*") would not be realized until later. Mr. Bennett stated that it would be in place before the first tenants remit payments but did not know that was triggered when the bonds are issued; it is more when the bond revenue is realized. Ms. Yuhas stated that the Board would wait for further information from Ms. Buchanan regarding the collection agent. Ms. Buchanan stated that the options should be available for consideration or ratification at the September meeting. Discussion ensued regarding how the commercial owners and tenants will be notified of the payment process, etc.

The following change was made to the Fiscal Year 2019 budget:

Page 2: For each item, add the name of the entity providing the services to the description.

**On MOTION by Mr. Bennett and seconded by Mr. Hildebrand,
with all in favor, the Public Hearing was opened at 11:16 a.m.**

No members of the public spoke.

Mr. McGaffney closed the Public Hearing at 11:17 a.m.

Mr. McGaffney presented Resolution 2018-10 and read the title.

▪ **Consideration of Fiscal Year 2018/2019 Budget Funding Agreement**

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

Mr. Hildebrand asked if the percentage in the last "WHEREAS" clause on Page 1 of the Funding Agreement would be filled in later. Ms. Buchanan believed that was an error carried over from when it was thought the two entities would sign separately but, as she understands, funding would be from a single entity. The following changes were made:

Page 1, Last WHEREAS Clause: Insert a period after "Exhibit B" and delete the remainder of the sentence.

Page 2, SECTION 1, Lines 1 and 2: Delete " _____ percent (__%) of"

On MOTION by Mr. Bennett and seconded by Mr. Paquet, with all in favor, Resolution 2018-10, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Fiscal Year 2018/2019 Budget Funding Agreement

This item was discussed during the Third Order of Business.

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, the Fiscal Year 2018/2019 Budget Funding Agreement, as amended, was approved.

FIFTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of July 31, 2018

Mr. McGaffney presented the Unaudited Financial Statements as of July 31, 2018.

On MOTION by Mr. Hildebrand and seconded by Ms. Yuhas, with all in favor, the Unaudited Financial Statements as of July 31, 2018, were approved.

SIXTH ORDER OF BUSINESS

Consideration of July 31, 2018 Regular Meeting Minutes

Mr. McGaffney presented the July 31, 2018 Regular Meeting Minutes and asked for any additions, deletions or corrections. The following change was made:

On a new line after Line 18: Insert "Howard McGaffney" and "Wrathell, Hunt and Associates, LLC"

On MOTION by Mr. Bennett and seconded by Mr. Paquet, with all in favor, the July 31, 2018 Regular Meeting Minutes, as amended, were approved.

SEVENTH 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. NEXT MEETING DATE: September 25, 2018 at 11:00 A.M. (*Ponte Vedra Beach Branch Library*)

Mr. McGaffney stated that the next meeting will be held on September 25, 2018 at 11:00 a.m.

EIGHTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

NINTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

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

**On MOTION by Mr. Bennett and seconded by Mr. Hildebrand,
with all in favor, the meeting adjourned at 11:24 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair