

**MINUTES OF MEETING
DP1
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the DP1 Community Development District held a Regular Meeting on April 26, 2022 at 11:00 a.m., at the Home2Suites by Hilton St. Augustine I-95, 270 Outlet Mall Blvd., St. Augustine, Florida 32084.

Present were:

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

Also present were:

Daniel Rom	District Manager
Katie Buchanan (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:00 a.m.

Supervisors Bennett, Webb, Hildebrand and Yuhas were present. Supervisor Cahoon was not present

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2022-01, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Rom presented Resolution 2022-01. He reviewed the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any changes.

Regarding the \$18,000 amount budgeted for “Legal” despite the low legal expenses in Fiscal Year 2022, Ms. Buchanan voiced her opinion that the amount could be reduced, as nothing major is expected.

The following changes were made:

Page 1: Delete “Project administrator” line item

Page 1: Decrease “Legal” to \$9,000

Page 1: Decrease “Engineering” to \$4,000 subject to confirmation by District Engineer

Page 1: Increase “Insurance” to \$11,124

On MOTION by Ms. Yuhas and seconded by Mr. Bennett, with all in favor, Resolution 2022-01, Approving a Proposed Budget for Fiscal Year 2022/2023, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 23, 2022 at 11:00 a.m., at the Home2Suites by Hilton St. Augustine I-95, 270 Outlet Mall Blvd., St. Augustine, Florida 32084; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Mr. Rom presented Resolution 2022-02.

The following change was made to the Fiscal Year 2023 Meeting Schedule:

LOCATION: Change to “Grand Cypress Apartments” (address to be provided)

On MOTION by Mr. Bennett and seconded by Mr. Hildebrand, with all in favor, Resolution 2022-02, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023, as amended, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Designating a Date, Time and Location for a Landowners’ Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date [Seats 1, 2 & 5]

Mr. Rom presented Resolution 2022-03. Seats 1, 2 and 5, currently held by Supervisors Bennett, Hildebrand and Cahoon, respectively, will be up for election.

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, Resolution 2022-03, Designating a Date, Time and Location of November 15, 2022 at 11:00 a.m., at Grand Cypress Apartments, for a Landowners’ Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Designating a Registered Agent and Registered Office of the DP1 Community Development District

Mr. Rom presented Resolution 2022-04.

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, Resolution 2022-04, Designating Katie Buchanan as the Registered Agent and the office of Kutak Rock LLP, 107 West College Avenue, Tallahassee, Florida 32301 as the Registered Office of the DP1 Community Development District, was adopted.

SEVENTH ORDER OF BUSINESS

Ratification of HGS Transition Letter

- **Consideration of Kutak Rock LLP Retention and Fee Agreement**

Ms. Buchanan presented the joint Hopping Green & Sams (HGS) and Kutak Rock LLP letter transitioning District Counsel Services and the Kutak Retention and Fee Agreement.

On MOTION by Ms. Webb and seconded by Mr. Hildebrand, with all in favor, the transition of District Counsel Services from Hopping Green & Sams (HGS) to Kutak Rock LLP, and the Kutak Rock LLP Retention and Fee Agreement, were ratified.

EIGHTH ORDER OF BUSINESS

Update: Wastewater and Stormwater Needs Analysis Statutory Changes from 2021 Legislative Session

- **Ratification of Prosser, Inc., Proposal to Provide Stormwater Management Needs Analysis Report**

Mr. Rom presented the Prosser, Inc., proposal for preparation of the new statutorily required Stormwater Management Needs Analysis Report.

On MOTION by Ms. Yuhas and seconded by Mr. Bennett, with all in favor, the Prosser, Inc., Proposal for preparation and submittal of the Stormwater Management Needs Analysis Report, in a combined not-to-exceed fee of \$6,500 for all tasks proposed, was ratified.

NINTH ORDER OF BUSINESS

Update: Prompt Payment Policies Statutory Changes from 2021 Legislative Session

- **Consideration of Resolution 2022-05, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2022-05. Ms. Buchanan stated that the CDD’s Prompt Payment Policies and Procedures were updated to conform to the new legislative changes.

On MOTION by Mr. Bennett and seconded by Mr. Hildebrand, with all in favor, Resolution 2022-05, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2022

Mr. Rom presented the Unaudited Financial Statements as of March 31, 2022.

On MOTION by Mr. Hildebrand and seconded by Mr. Bennett, with all in favor, the Unaudited Financial Statements as of March 31, 2022, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of August 24, 2021 Public Hearing and Regular Meeting Minutes

Mr. Rom presented the August 24, 2021 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Bennett and seconded by Ms. Yuhas, with all in favor, the August 24, 2021 Public Hearing and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

There was no report.

B. District Engineer: *Prosser, Inc.*

There was no report.

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

- **NEXT MEETING: May 24, 2022 at 11:00 A.M.**
 - **QUORUM CHECK**

The May 24, 2022 meeting will be cancelled; the next meeting will be August 23, 2022.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

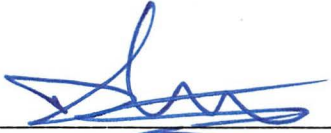
There were no public comments.

FIFTEENTH 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 11:29 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair