

MINUTES OF MEETING
ANTIGUA AT ST. AUGUSTINE COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Antigua at St. Augustine Community Development District was held on Tuesday, May 12, 2015 at 10:00 a.m. at Matthews Design Group, 7 Waldo Street, St. Augustine, Florida 32084.

Present and constituting a quorum were:

John Mitchell	Chairman
Dale Bradshaw	Vice Chairman
Ryan Carter	Supervisor
Marjorie Taylor	Supervisor

Also present were:

Dave deNagy	District Manager
Jonathan Johnson	District Counsel (by phone)
Scott Knowles	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 10:00 a.m.

SECOND ORDER OF BUSINESS

Public Comment

There were no audience members in attendance.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Mr. deNagy administered an oath of office to Ms. Margorie Taylor and Mr. John Mitchell.

B. General Information for Supervisors

Mr. deNagy provided general information to the supervisors. As a board supervisor, you are allowed to receive compensation. Would you like to accept or waive compensation?

Ms. Taylor responded I will waive it.

Mr. Mitchell stated I will waive it.

C. Consideration of Resolution 2015-01, Canvassing and Certifying the Results of the Landowners Election

Mr. deNagy stated Marjorie and John both received 100 votes each and the vacancy received zero votes.

On MOTION by Mr. Mitchell seconded by Ms. Taylor with all in favor Resolution 2015-01 Canvassing and Certifying the Results of the Landowners Election was approved.

D. Consideration of Resolution 2015-02, Election of Officers

Mr. deNagy stated the current slate of officers is John Mitchell is Chair, Dale Bradshaw is Vice Chair, Ryan Carter and Marjorie Taylor serve as Assistant Secretaries. For administrative purposes, we have Jim Perry serving as Secretary and Assistant Treasurer, I am serving as Treasurer and Assistant Secretary. I would like to switch that around and have myself serve as Secretary and Treasurer.

On MOTION by Mr. Mitchell seconded by Mr. Bradshaw with all in favor Resolution 2015-02 Election of Officers Adding Mr. deNagy as Secretary & Mr. Perry as Assistant Secretary & all over Offices Remain the Same was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 12, 2014 Meeting

Mr. deNagy stated included in your agenda package is a copy of the minutes of the August 12, 2014 meeting. Are there any additions, corrections or deletions?

Mr. Mitchell asked what is the status of the website?

Mr. deNagy responded we have new website guidelines that will be going into place by October 1st. GMS will be putting together a website for Antigua at St. Augustine to comply with the new State Law. It will be up and running before the end of this fiscal year.

Mr. Mitchell asked and when do we have to take the ongoing education?

Mr. deNagy responded I am not familiar with the ongoing education.

Mr. Johnson stated there was some legislation pending but I don't believe that passed. I don't believe that is applicable for CDDs to provide. There were some continuing education requirements that were required of more general-purpose government officials but my recollection is it doesn't apply to CDDs. I will follow up with you by email.

On MOTION by Mr. Mitchell seconded by Ms. Taylor with all in favor the Minutes of the August 12, 2014 Meeting were approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Minutes of the November 4, 2014 Landowners Meeting

Mr. deNagy stated included in your agenda package is a copy of the minutes of the November 4, 2014 landowners meeting.

On MOTION by Mr. Mitchell seconded by Ms. Taylor with all in favor the Minutes of the November 4, 2014 Landowners Meeting were accepted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2015-03, Approving Proposed Budget for Fiscal Year 2016 and Setting a Public Hearing to Adopt Budget

Mr. deNagy stated the budget is essentially the same as it was for fiscal year 2015. You can see our total projected expenses come in somewhat less than our budget. Our budgeted dollars for fiscal year 2016 are \$16,900 as compared to \$17,100 for this year. We do have the website compliance in the budget for next year.

On MOTION by Mr. Mitchell seconded by Ms. Taylor with all in favor Resolution 2015-03 Approving Proposed Budget for Fiscal Year 2016 and Setting a Public Hearing to Adopt the Budget for August 11, 2015 at 10:00 a.m. at the Matthews Design Group, 7 Waldo Street, St. Augustine, Florida 32084 was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Grau & Associates Engagement Letter to Provide FY14 Audit Services

Mr. deNagy stated included in your agenda package is a copy of the engagement letter from Grau & Associates to perform the audit for Fiscal Year 2014.

On MOTION by Mr. Mitchell seconded by Mr. Carter with all in favor the Grau & Associates Engagement Letter to Provide FY14 Audit Services was ratified.

EIGHTH ORDER OF BUSINESS

Ratification of FY14 Audit

Mr. deNagy stated the audit is a clean audit. On page one under the independent auditor’s report it states, “In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities in each major fund of the District as of September 30, 2014 and the respective changes in financial position thereof for the fiscal year then ending in accordance with the accounting principles generated accepted in the United States of America. On page 18 there is some discussion on internal controls. It is noted in the last paragraph that the auditor did not identify any deficiencies in internal control that they consider to be material weaknesses. On pages 21 and 22 is the management letter pursuant to the rules of the Auditor General in the State of Florida. On page 22 you can see there are no current year findings and recommendations or prior year findings or recommendations.

On MOTION by Mr. Mitchell seconded by Mr. Carter with all in favor the Grau & Associates Engagement Letter to Provide FY14 Audit Services was ratified.

NINTH ORDER OF BUSINESS

Consideration of Issuing an Audit RFP for Audit Services

Mr. deNagy stated we will have an audit committee meeting just prior to the August 11th meeting. We will set the evaluation criteria. We will have to have a meeting sometime later in the year to accept one of the audit proposals. I would also ask that the board serve as the audit committee.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager –Report on the Number of Registered Voters (0)

Mr. deNagy stated we are required under Florida Law to report the number of registered voters in the District. As you may well know, we have no registered voters in Antigua.

TWELFTH ORDER OF BUSINESS Audience Comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS Supervisors Requests

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Financial Reports:

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending March 31, 2015

Mr. deNagy stated included in your agenda package are the balance sheet and income statement as of March 31, 2015.

B. Ratification of Funding Requests No. 70 through No. 75

Mr. deNagy stated included in your agenda package is funding request number 48, which totals \$10,257.32

On MOTION by Mr. Mitchell seconded by Ms. Taylor with all in favor Funding Request Nos. 70, 71, 72, 73, 74 & 75 were ratified.
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FIFTEENTH ORDER OF BUSINESS Next Scheduled Meeting – August 11, 2015

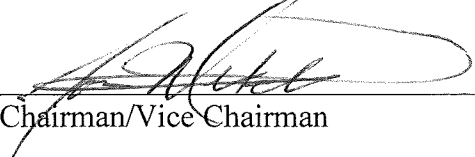
Mr. deNagy stated the next meeting is scheduled for August 11, 2015.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Mitchell seconded by Mr. Carter with all in favor the Meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman