

Minutes of Meeting  
Darby  
Community Development District

The regular meeting of the Board of Supervisors of the Darby Community Development District was held Monday, December 4, 2023 at 10:30 a.m. at the offices of Corner Lot Development, 1819 Goodwin Street, Jacksonville, Florida

Present and constituting a quorum were:

|                 |               |
|-----------------|---------------|
| George Leone    | Vice Chairman |
| Rick Egger      | Supervisor    |
| William English | Supervisor    |
| Shannon Acevedo | Supervisor    |

Also present were:

|                 |                                  |
|-----------------|----------------------------------|
| Daniel Laughlin | District Manager                 |
| Jim Oliver      | GMS                              |
| Wes Haber       | District Counsel by telephone    |
| Beth Leaptrott  | Engineer, Connelly & Wicker      |
| Sete Zare       | MBS Capital Markets by telephone |
| Michael Blevins | Corner Lot Development           |

Following is a summary of the actions taken at the December 4, 2023 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 10:30 a.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Supervisor Wenner**

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| On MOTION by Mr. English seconded by Mr. Leone with all in favor Supervisor Wenner's resignation was accepted. |
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**B. Appointment of New Supervisor to Fill Unexpired Term of Office (11/25)**

On MOTION by Mr. Leone seconded by Mr. English with all in favor Shannon Acevedo was appointed to fill the unexpired term of office.

**C. Oath of Office for Newly Appointed and Elected Supervisors (Supervisor Allen)**

Mr. Laughlin being a notary public of the State of Florida administered the oath of office to Ms. Acevedo.

Mr. Haber stated if time permits after the meeting I will go over the sunshine law, public records law, code of ethics, those type of things, since you are now a public official.

**D. Election of Officers, Resolution 2024-05**

On MOTION by Mr. English seconded by Mr. Leone with all in favor Resolution 2024-05 adding Shannon Acevedo and Michael Blevins as assistant secretaries was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the October 13, 2023 Meeting**

On MOTION by Mr. English seconded by Mr. Leone with all in favor the minutes of the October 13, 2023 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Acceptance of the Minutes of the October 13, 2023 Audit Committee Meeting**

On MOTION by Mr. Leone seconded by Mr. English with all in favor the minutes of the October 13, 2023 audit committee meeting were accepted.

**SIXTH ORDER OF BUSINESS**

**Public Hearings**

**A. Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments (Resolution 2024-06)**

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On MOTION by Mr. English seconded by Mr. Egger with all in favor the public hearing was opened.

There being no public present to comment, the board took the following actions.

On MOTION by Mr. Leone seconded by Mr. English with all in favor the public hearing was closed.

On MOTION by Mr. Leone seconded by Mr. English with all in favor Resolution 2024-06 was approved.

**B. Public Hearing Adopting Fiscal Year 2023 and Fiscal Year 2024 Budgets**

**1. Consideration of Resolution 2024-07 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2023**

On MOTION by Mr. Egger seconded by Mr. English with all in favor the public hearing was opened.

There being no public present to comment, the board took the following actions.

On MOTION by Mr. Leone seconded by Mr. English with all in favor the public hearing was closed.

On MOTION by Mr. Leone seconded by Mr. Egger with all in favor Resolution 2024-07 was approved.

**2. Consideration of Resolution 2024-08 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2024**

On MOTION by Mr. English seconded by Mr. Egger with all in favor the public hearing was opened.

There being no public present to comment, the board took the following actions.

On MOTION by Mr. English seconded by Mr. Egger with all in favor the public hearing was closed.

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On MOTION by Mr. Leone seconded by Mr. Egger with all in favor Resolution 2024-08 was approved.

**C. Public Hearing to Adopt Rules of Procedure, 2024-09**

On MOTION by Mr. English seconded by Mr. Egger with all in favor the public hearing was opened.

There being no public present to comment, the board took the following actions.

On MOTION by Mr. English seconded by Mr. Leone with all in favor the public hearing was closed.

On MOTION by Mr. Leone seconded by Mr. Egger with all in favor Resolution 2024-09 was approved.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Audit Engagement Letter with Grau & Associates to Perform the Audit for Fiscal Year 2023**

On MOTION by Mr. English seconded by Mr. Leone with all in favor the audit engagement letter with Grau & Associates to perform the fiscal year 2023 audit in the amount of \$3,200 was ratified.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Agreement with Duval County Tax Collector Regarding Uniform Method of Collection**

Mr. Laughlin stated this will allow us to collect our assessments through Duval County.

Mr. Haber stated we enter into the agreement now, but we don't use them until lots are platted and we actually have an assessment roll with platted lots that we can provide to them and they will collect assessments both debt and O&M on the tax bill that all the platted lots will receive in November.

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On MOTION by Mr. Leone seconded by Mr. Egger with all in favor the agreement with the Duval County tax collector regarding the uniform method of collection was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Supplemental Assessment Methodology Report**

Mr. Oliver stated we will continue this meeting and take up consideration of Supplemental Assessment Methodology Report, the supplemental assessment resolution for the series 2023 bond, resolution 2024-10, an update on the bonds and Resolution 2024-11.

Ms. Zare stated right now you should be seeing documents updated for the current structure. I will ask everyone to review and provide final sign-off and that will be noted in the emails on Wednesday.

**TENTH ORDER OF BUSINESS**

**Consideration of Supplemental Assessment Resolution for the Series 2023 Bonds, Resolution 2024-10**

This item continued.

**ELEVENTH ORDER OF BUSINESS**

**Update Regarding Status of Series 2023 Bonds**

This item tabled.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution Approving Ancillary Documents in Substantial Form, Resolution 2024-11**

This item tabled.

**THIRTEENTH 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 – Discussion of Fiscal Year 2024 Meeting Schedule**

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On MOTION by Mr. Leone seconded by Mr. English with all in favor the board will meet in fiscal year 2024 on the second Tuesday of the month at 10:30 a.m. at the offices of Corner Lot Development, 1819 Goodwin Street, Jacksonville, Florida.

**FOURTEENTH ORDER OF BUSINESS      Supervisors Requests**

There being none, the next item followed.

**FIFTEENTH ORDER OF BUSINESS      Audience Comments**

There being none, the next item followed.

**SIXTEENTH ORDER OF BUSINESS      Financial Statements as of October 31, 2023**

A copy of the financials was included in the agenda package.

**SEVENTEENTH ORDER OF BUSINESS      Consideration of Funding Request No. 5**

On MOTION by Mr. Leone seconded by Mr. English with all in favor funding request no. 5 was approved.

**EIGHTEENTH ORDER OF BUSINESS      Next Meeting Scheduled – To be Discussed**

On MOTION by Mr. Leone seconded by Mr. Egger with all in favor the meeting was continued to Monday, December 18, 2023 at 2:00 p.m. in the same location.

DocuSigned by:  
*Daniel Laughlin*  
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Secretary/Assistant Secretary

DocuSigned by:  
*George Leone*  
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Chairman/Vice Chairman