

***DG FARMS
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Board Package

***Board of Supervisors
Regular Meeting***

***Tuesday
January 3, 2017***

10:00 a.m.

Office of:

***Metro Development Group
2502 N. Rocky Point Drive
Suite 1050
Tampa, Florida***

Note: The Advanced Board Package is a working document and thus all materials are considered DRAFT WORKING documents prior to presentation and Board acceptance, approval or adoption.

DG Farms Community Development District

Development Planning and Financing Group
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9105

Board of Supervisors
**DG Farms Community
Development District**

Dear Board Members:

The Regular Meeting of the DG Farms Community Development District is scheduled for **Tuesday, January 3, 2017 at 10:00 a.m. in the offices of Metro Development Group, 2502 N. Rocky Point Drive, Suite 1050, Tampa, Florida, 33607.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your consideration. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. In the meantime if you have any questions, please contact me.

Sincerely,

Paul Cusmano
District Manager

D G FARMS COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday January 3, 2017
Time: 10:00 a.m.
Location: Metro Development
2502 North Rocky Point Drive, Suite 1050
Tampa, Florida

Conference Call No.: (563) 999-2090
Code: 686859#

AGENDA

I. Roll Call

II. Audience Comments

III. Consent Agenda

- A. Approval of Minutes from November 1, 2016 Meeting Exhibit 1
- B. Approval of Minutes from November 1, 2016 Landowners Meeting Exhibit 2
- C. Acceptance of Unaudited Financial Statement
(under separate cover)

V. Business Matters

- A. Consideration and Approval of the Disclosure Services
Dissemination Agreement Exhibit 3
- B. Additional Matters

VI. Staff Reports

- A. District Manager
- B. Attorney
- C. District Engineer

VII. Supervisors Requests

VIII. Audience Questions and Comments on Other Items

IX. Adjournment

EXHIBIT 1

1
2
3 **MINUTES OF MEETING**
4 **DG FARMS**
5 **COMMUNITY DEVELOPMENT DISTRICT**

6 The Regular Meeting of the Board of Supervisors of the DG Farms Community Development
7 District was held on Tuesday, November 1, 2016 at 10:00 a.m. at the Offices of Metro Development,
8 2502 N. Rocky Point Drive, Suite 1050, Tampa, Florida

9 **FIRST ORDER OF BUSINESS – Roll Call**

10 Mr. Cusmano called the meeting to order.

11 Present and constituting a quorum were:

12
13 Mike Lawson Board Supervisor, Chairman
14 Doug Draper Board Supervisor, Vice Chairman
15 Lori Price Board Supervisor, Assistant Secretary

16 Also present were:

17
18 Paul Cusmano District Manager

19
20 **SECOND ORDER OF BUSINESS – Audience Comments**

21
22 There being none, the next item followed.

23
24 **THIRD ORDER OF BUSINESS – Organizational Matters**

25
26 **A. Oath of Office of Newly Elected Supervisors**

27
28 Mr. Cusmano presented the Oath of Office of the Newly Elected Officer, Mr. Doug Draper
29
30 and asked him to read and sign.

31
32 **B. Consideration of Resolution 2017-1 Canvassing & Certifying Results of the**
33 **Landowners Election**

34
35 Mr. Cusmano presented Resolution 2017-1 Canvassing & Certifying Results of the Landowners
36
37 Election and asked for comment or questions.

38
39 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adopted
40 Resolution **2017-1** Canvassing & Certifying Results of the Landowners Election for the DG Farms
41 Community Development District.

42
43 **C. Compensation of Supervisors**

44
45 Mr. Cusmano advised the newly elected supervisor that he was entitled to compensation of
46
47 \$200 per meeting and asked whether he would like to receive or waive compensation.

48
49 Mr. Draper accepted compensation.

50
51 **D. Consideration of Resolution 2017-2 Election of Officers**

52
53 Mr. Cusmano presented Resolution 2017-2 Election of Officers and asked for comments or
54
55 questions.

56
57 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted
58 Resolution **2017-2** Election of Officers with Mr. Lawson as Chairman, Mr. Draper as Vice Chairman,
59 Paul Cusmano as Secretary, Patricia Comings-Thibault as Treasurer, Maik Aagaard as Assistant
60 Treasurer, Carolyn Stewart and Janet Johns as Assistant Secretaries, and Lori Price and Ted Sanders as
61 Assistant Secretaries for the DG Farms Community Development District.

62
63 **FOURTH ORDER OF BUSINESS – Consent Agenda**

64
65 **A. Approval of Minutes from October 4, 2016 Meeting**

66
67 **B. Acceptance of the September 2016 Unaudited Financial Statements**

68
69 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
70 approved **Items A & B** for the DG Farms Community Development District.

71
72 **FIFTH ORDER OF BUSINESS – Business Matters**

73
74 **A. Approval of Resolution 2017-3 Prompt Payment Policy**

75
76 Mr. Cusmano presented Resolution 2017-3 Prompt Payment Policy and asked for comments or
77
78 questions.

79
80 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted
81 Resolution **2017-3** Prompt Payment Policy for the DG Farms Community Development District.

82
83 **B. Additional Matters**

84
85 There being none, next item followed.

86
87 **SIXTH ORDER OF BUSINESS – Staff Reports**

88
89 **A. Manager**

90
91 There being none, next item followed.

92
93 **B. Attorney**

94
95 There being none, next item followed.

96
97 **C. Engineer**

96
97 There being none, next item followed.

98
99 **SEVENTH ORDER OF BUSINESS – Public Comments**

100 There being none, the next item followed.

101
102
103 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

104 There being none, the next item followed.

105
106
107 **NINTH ORDER OF BUSINESS – Adjournment**

108 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
109 adjourned the meeting for the DG Farms Community Development District.

110
111 **Each person who decides to appeal any decision made by the Board with respect to any matter*
112 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
113 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

114
115 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
116 **meeting held on _____.**

117
118
119 _____
120 **Signature**
121
122 _____
123 **Printed Name**
124 **Title:** **Secretary** **Assistant Secretary**

119 _____
120 **Signature**
121
122 _____
123 **Printed Name**
124 **Title:** **Chairman** **Vice Chairman**

125
126
127

EXHIBIT 2

1 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
2 approved the nominations for the Position of Supervisor (3): Seat 2 Draper, Seat 4 Sanders and Seat 5
3 (Vacant) for the DG Farms Community Development District.

4
5 **FIFTH ORDER OF BUSINESS – Casting of Ballots**

6
7 Mr. Cusmano presented the Casting of Ballots as follows:

8
9 Doug Draper 240
10 Ted Sanders 240

11
12 **SIXTH ORDER OF BUSINESS – Ballot Tabulations**

13
14 Mr. Cusmano stated that the Ballot Tabulations had been done.

15
16 **SEVENTH ORDER OF BUSINESS – Landowners Questions or Comments**

17
18 There being none, next item followed.

19
20 **EIGHTH ORDER OF BUSINESS – Adjournment**

21 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board
22 adjourned the meeting for the DG Farms Community Development District.

23
24 **NOTE: Mr. Cusmano was advised by District Counsel that all Landowner votes have been tallied in all
25 Hillsborough County properties.*

26
27 ***Each person who decides to appeal any decision made by the Board with respect to any matter
28 considered at the meeting is advised that person may need to ensure that a verbatim record of the
29 proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

30
31
32 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
33 meeting held on _____.**

34
35
36
37 _____
38 **Signature**

36
37 _____
38 **Signature**

39
40 _____
41 **Printed Name**

39
40 _____
41 **Printed Name**

41 **Title:** Secretary Assistant Secretary

41 **Title:** Chairman Vice Chairman

EXHIBIT 3

DISCLOSURE SERVICES, LLC

DISSEMINATION AGREEMENT DG Farms Community Development District

October 4, 2016

Board of Supervisors
DG Farms Community Development District

Dear Supervisors:

DISCLOSURE SERVICES, LLC ("Dissemination Agent") hereby agrees with the DG Farms Community Development District (the "District") to act as the District's Dissemination Agent. The duties of the Dissemination Agent are set forth in this Dissemination Agreement (the "Agreement"). The purpose of this Agreement is to facilitate the District's compliance with the Securities and Exchange Commission's (the "SEC's") Rule 15c2-12(b)(5) (the "Rule") related to continuing disclosure. The Dissemination Agent is acting as an independent contractor for purposes of facilitating the District's Rules obligations and is not an agent of the District. Capitalized terms not otherwise defined herein shall have the meanings assigned to them in the Continuing Disclosure Agreements.

1. **Duties:** The Dissemination Agent shall have only such duties as are specifically set forth in the Continuing Disclosure Agreements.
2. **Fees:** The Dissemination Agent will be responsible for all out-of-pocket expenses. The annual fee for the Dissemination Agent's services under this Agreement is \$5,000 for the District's 2014 Bonds, \$1,000 for the Series 2016 Bonds, plus \$1,000 for each additional bond issue of the District, subject to these disclosure requirements.
3. **Assignment:** The Dissemination Agent reserves the right to engage a third party for the purpose of carrying out the services outlined in this Agreement.
4. **Termination:** Both the District and the Dissemination Agent will have the right to terminate this Agreement upon 30 days prior written notice.
5. **Representation of the District:** The District represents and warrants that it will not withhold any information necessary for the Dissemination Agent to carry out its duties under this Agreement and that it will supply all information requested by the Dissemination Agent.

DISCLOSURE SERVICES, LLC

Page 2

6. **Indemnification**: To the extent permitted by law, the District will indemnify the Dissemination Agent for any action or actions brought by Owners as a result of the failure (including omission and misrepresentation) of the District to meet its requirements under this Agreement and the Continuing Disclosure Agreement as determined by a court of competent jurisdiction. To the extent permitted by law, the Dissemination Agent will indemnify the District for any action or actions brought by Owners as a result of the Dissemination Agent's gross negligence or willful misconduct as determined by a court of competent jurisdiction.

7. **Responsibility for Information**: The District acknowledges and agrees that the information to be collected and disseminated by the Dissemination Agent will be produced by the District. The Dissemination Agent's duties are those of collection and collation and not of authorship or production, consequently the Dissemination Agent shall have no responsibility for the content of the information disseminated by it and any and all securities law liabilities, including compliance with the Rule, will remain with the District.

8. **Agreement Governed by Florida Law**: The terms and conditions of this Agreement shall be governed by the laws of the State of Florida.

This Agreement shall be effective upon the District's acceptance hereof.

Very truly yours,

DISCLOSURE SERVICES, LLC



Robert Gardner
Manager

Approved and Accepted:

DG Farms Community Development District

By: _____

Title: _____

Date: _____



Real Estate Consulting Services:

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Reimbursement and Credit
Fiscal Impact
Service Districts
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Development Impact Fee
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Project Management Services
Capital Markets Group
Property Tax Appeals
CDD Management Services
Look Back Diagnostic Review
Lender Services
Asset Management Services
Portfolio Management Services
Economic Impact
Market Analysis

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