

*Landings Community
Development District*

Agenda

June 16, 2023

AGENDA

Landings

Community Development District

219 E. Livingston St., Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

June 9, 2023

Board of Supervisors
Landings
Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of the **Landings Community Development District** will be held on **Friday, June 16, 2023 at 11:30 AM** at the **Hilton Garden Inn Palm Coast, 55 Town Center Blvd., Palm Coast, FL 32164**. Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the May 19, 2023 Meeting
4. Consideration of Resolution 2023-08 Approving Boundary Amendment for Expansion of District Boundaries
5. Consideration of Resolution 2023-09 Designating Assistant Treasurer of the District
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Balance Sheet and Income Statement
 - ii. Ratification of Funding Requests #6 - #7
 - iii. Form 1: Statement of Financial Interests Filing Reminder - Due July 1st
7. Other Business
8. Supervisors Requests
9. Adjournment

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,



George S. Flint
District Manager

Enclosures

MINUTES

MINUTES OF MEETING
LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Landings Community Development District was held Friday, May 19, 2023 at 11:30 a.m. at The Hilton Garden Inn Palm Coast, 55 Town Center Blvd, Palm Coast, Florida.

Present and constituting a quorum were:

David Root	Vice Chairman
Walker Douglas	Assistant Secretary
Greg Eckley	Assistant Secretary
Toby Tobin	Assistant Secretary

Also present were:

George Flint	District Manager
Michael Chiumento, III	District Counsel
Jeremy LeBrun	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint noted that there were no members of the public here to provide comment.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 18, 2022 Board of Supervisors Meeting and Acceptance of the Minutes of the November 18, 2022 Landowners' Meeting

Mr. Flint presented the minutes from the November 18, 2022 Board of Supervisors meeting along with the Landowners' meeting from November 18, 2022 and asked for any comments, questions, or corrections. Hearing no changes from the Board, there was a motion of approval.

On MOTION by Mr. Root, seconded by Mr. Douglas, with all in favor, the Minutes from the November 18, 2022 Board of Supervisors Meeting were approved, as presented and the Minutes of the November 18, 2022 Landowners' Meeting, were accepted.

FOURTH ORDER OF BUSINESS

Consideration of Professional Engineering Agreement with England-Thims & Miller, Inc.

Mr. Flint presented the agreement for professional engineering services with England-Thims & Miller to serve as the Engineer to the District. He asked if there were any questions on the agreement. Hearing none, he asked for a motion of approval from the Board.

On MOTION by Mr. Douglas, seconded by Mr. Root, with all in favor, the Professional Engineering Agreement with England-Thims & Miller, Inc., was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-07 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing

Mr. Flint noted that this resolution will approve the proposed budget for Fiscal Year 2024 and sets the date for the public hearing. The fiscal year runs from October 1st to September 30th and Florida statute requires an approved proposed budget by June 15, 2023. Staff is recommending the July 21, 2023 Board of Supervisors meeting as the date of the public hearing. A copy of the proposed budget can be found in the agenda, and it is administrative budget that contemplates a developer funding agreement with no assessments that would be contemplated to be levied on the District. Mr. Flint asked for any questions. Hearing no questions, there was a motion of approval.

On MOTION by Mr. Root, seconded by Mr. Douglas, with all in favor, Resolution 2023-07 Approving the Proposed Fiscal Year 2024 Budget and Setting the Public Hearing for July 21, 2023 at 11:30 AM at the Hilton Garden Inn, was approved.

SIXTH ORDER OF BUSINESS

Appointment of Audit Committee and Chairman

Mr. Flint stated that the CDD is a government entity, and the State requires an independent audit be performed. Part of that process requires appointing an Audit Committee and staff recommends that the Board appoint themselves as the Audit and appointing one of the Board members as the Chair. The Board agreed and appointed Mr. Jeff Douglas to sit as Chair.

On MOTION by Mr. Root, seconded by Mr. Douglas, with all in favor, the Appointment of the Board of Supervisors as the Audit Committee and Jeff Douglas as Chairman, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Chiumento had no further reports.

B. Engineer

There being none, the next item followed.

C. District Manager’s Report

i. Balance Sheet and Income Statement

Mr. Flint presented the unaudited financials that are included in the agenda packet through March 31st. No action was required by the Board.

ii. Ratification of Funding Requests #2 – #5

Mr. Flint stated that these were submitted pursuant to the developer funding agreement and staff was asking the Board to ratify.

On MOTION by Mr. Douglas, seconded by Mr. Tobin, with all in favor, Funding Requests #2 - #5, were ratified.

iii. Presentation of Number of Registered Voters – 0

Mr. Flint noted that there are no registered voters in the District.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Flint asked for a motion to adjourn the meeting.

On MOTION by Mr. Root, seconded by Mr. Eckley, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

RESOLUTION 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LANDINGS COMMUNITY DEVELOPMENT DISTRICT DIRECTING THE CHAIRMAN AND DISTRICT STAFF TO REQUEST THE PASSAGE OF AN ORDINANCE BY CITY OF PALM COAST, FLAGLER COUNTY, FLORIDA, AMENDING THE DISTRICT'S BOUNDARIES, AND AUTHORIZING SUCH OTHER ACTIONS AS ARE NECESSARY IN FURTHERANCE OF THAT PROCESS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Landings Community Development District ("**District**") is a unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("**Uniform Act**"), and City of Palm Coast, Florida Ordinance No. 2022-17 (the "**Ordinance**"); and

WHEREAS, the District presently consists of approximately 204.68 acres, more or less, as more fully described in the Ordinance; and

WHEREAS, the District desires to amend its boundaries to include certain lands ("**Boundary Amendment**"), as depicted in the attached **Exhibit A** ("**Affected Parcels**"); and

WHEREAS, the Boundary Amendment is in the best interest of the District, and the area of land within the amended boundaries of the District will continue to be of sufficient size, sufficiently compact, and sufficiently contiguous to be developable as one functionally related community; and

WHEREAS, the Boundary Amendment of the District's boundaries will allow the District to continue to be the best alternative available for delivering community development services and facilities to the lands within the District, as amended; and

WHEREAS, the Boundary Amendment is not inconsistent with either the State or local comprehensive plan and will not be incompatible with the capacity and uses of existing local and regional community development services and facilities; and

WHEREAS, the area of land that will lie in the amended boundaries of the District will continue to be amenable to separate special district government; and

WHEREAS, in order to seek a Boundary Amendment ordinance pursuant to Chapter 190, *Florida Statutes*, the District desires to authorize District staff, including but not limited to legal, engineering, and managerial staff, to provide such services as are necessary throughout the pendency of the process; and

WHEREAS, the District hereby desires to request a Boundary Amendment in accordance with Chapter 190, *Florida Statutes*, by taking such actions as are necessary in furtherance of the same.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LANDINGS COMMUNITY DEVELOPMENT DISTRICT:

1. RECITALS. The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

2. AUTHORIZATION FOR BOUNDARY AMENDMENT. Pursuant to Chapter 190, *Florida Statutes*, the Board hereby authorizes the Chairman and District Staff to proceed in an expeditious manner with the preparation and filing of any documentation with City of Palm Coast, Florida, as necessary to seek the amendment of the District's boundaries and to remove those lands depicted in **Exhibit A**. The Board further authorizes the prosecution of the procedural requirements detailed in Chapter 190, *Florida Statutes*, for the Boundary Amendment.

3. AUTHORIZATION FOR AGENTS. The Board hereby authorizes the District Chairman, District Manager and District Counsel to act as agents of the District with regard to any and all matters pertaining to the petition to the City of Palm Coast, Florida, to amend the boundaries of the District. District Staff, in consultation with the District Chairman, is further authorized to create a metes and bounds description of the affected parcels and amended boundaries of the District, as well as any other exhibits that are reasonably necessary to accomplish the Boundary Amendment.

4. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this ____ day of _____, 2023.

ATTEST:

**LANDINGS COMMUNITY DEVELOPMENT
DISTRICT**

Assistant Secretary

Chairman/Vice-Chairman, Board of Supervisors

EXHIBIT A
Depiction of Affected Parcels

SECTION V

RESOLUTION 2023-09

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF LANDINGS
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING AN
ASSISTANT TREASURER OF THE DISTRICT AND PROVIDING FOR
AN EFFECTIVE DATE**

WHEREAS, Landings Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within the City of Palm Coast, Flagler County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint an Assistant Treasurer.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF LANDINGS COMMUNITY DEVELOPMENT
DISTRICT:**

SECTION 1. Darrin Mossing, Sr. is appointed Assistant Treasurer.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 16th day of June, 2023.

ATTEST:

**LANDINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

SECTION VI

SECTION C

SECTION 1

Landings
Community Development District

Unaudited Financial Reporting
April 30, 2023



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Landings
Community Development District
Combined Balance Sheet
April 30, 2023

	<i>General Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
Assets:			
Cash:			
Operating Account	\$ 4,792	\$ -	\$ 4,792
Due from Developer	\$ 7,169	\$ 1,205	\$ 8,374
Total Assets	\$ 11,961	\$ 1,205	\$ 13,166
Liabilities:			
Accounts Payable	\$ 3,584	\$ -	\$ 3,584
Contracts Payable	\$ -	\$ 1,205	\$ 1,205
Total Liabilities	\$ 3,584	\$ 1,205	\$ 4,789
Fund Balance:			
Assigned:			
Unassigned	\$ 8,377	\$ -	\$ 8,377
Total Fund Balances	\$ 8,377	\$ -	\$ 8,377
Total Liabilities & Fund Balance	\$ 11,961	\$ 1,205	\$ 13,166

Landings

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending April 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 04/30/23	Thru 04/30/23	Variance
Revenues:				
Developer Contributions	\$ 136,810	\$ 36,760	\$ 36,760	\$ -
Total Revenues	\$ 136,810	\$ 36,760	\$ 36,760	\$ -
Expenditures:				
<i>General & Administrative:</i>				
Supervisor Fees	\$ 12,000	\$ 7,000	\$ 400	\$ 6,600
FICA Expenses	\$ -	\$ -	\$ 31	\$ (31)
Engineering	\$ 15,000	\$ 8,750	\$ -	\$ 8,750
Attorney	\$ 25,000	\$ 14,583	\$ 867	\$ 13,716
Annual Audit	\$ 4,000	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -
Arbitrage	\$ 450	\$ -	\$ -	\$ -
Dissemination	\$ 5,000	\$ -	\$ -	\$ -
Trustee Fees	\$ 3,600	\$ -	\$ -	\$ -
Management Fees	\$ 40,000	\$ 23,333	\$ 23,333	\$ 0
Information Technology	\$ 1,800	\$ 1,050	\$ 1,050	\$ -
Website Maintenance	\$ 1,200	\$ 700	\$ 2,450	\$ (1,750)
Telephone	\$ 300	\$ 175	\$ -	\$ 175
Postage & Delivery	\$ 1,000	\$ 583	\$ 324	\$ 259
Insurance	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Copies	\$ 1,000	\$ 583	\$ 2	\$ 582
Legal Advertising	\$ 10,000	\$ 5,833	\$ 4,907	\$ 927
Contingencies	\$ 5,000	\$ 2,917	\$ 245	\$ 2,672
Office Supplies	\$ 625	\$ 365	\$ 47	\$ 318
Travel Per Diem	\$ 660	\$ 385	\$ -	\$ 385
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total Expenditures	\$ 136,810	\$ 71,433	\$ 38,830	\$ 32,603
Fund Balance - Beginning	\$ -		\$ 10,447	
Fund Balance - Ending	\$ -		\$ 8,377	

Landings
Community Development District
Capital Projects Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
Revenues:				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay - Cost of Issuance	\$ -	\$ -	\$ 1,205	\$ (1,205)
Total Expenditures	\$ -	\$ -	\$ 1,205	\$ (1,205)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ (1,205)	
Other Financing Sources/(Uses):				
Developer Advances	\$ -	\$ -	\$ 1,205	\$ 1,205
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ 1,205	\$ 1,205
Fund Balance - Beginning	\$ -	\$ -	\$ -	
Fund Balance - Ending	\$ -	\$ -	\$ -	

Landings
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ -	\$ -	\$ -	20,837	8,754	-	7,169	-	-	-	-	-	36,760
Total Revenues	\$ -	\$ -	\$ -	20,837	8,754	\$ -	7,169	\$ -	\$ -	\$ -	\$ -	\$ -	36,760
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ -	\$ -	-	200	200	-	-	-	-	-	-	400
FICA Expense	\$ -	\$ -	\$ -	-	15	15	-	-	-	-	-	-	31
Engineering	\$ -	\$ -	\$ -	-	-	-	-	-	-	-	-	-	-
Attorney	\$ 89	\$ 690	\$ 89	-	-	-	-	-	-	-	-	-	867
Management Fees	\$ 3,333	\$ 3,333	\$ 3,333	3,333	3,333	3,333	3,333	-	-	-	-	-	23,333
Information Technology	\$ -	\$ -	\$ -	600	150	150	150	-	-	-	-	-	1,050
Website Maintenance	\$ -	\$ 1,750	\$ -	400	100	100	100	-	-	-	-	-	2,450
Telephone	\$ -	\$ -	\$ -	-	-	-	-	-	-	-	-	-	-
Postage & Delivery	\$ 16	\$ 11	\$ 233	34	28	2	1	-	-	-	-	-	324
Insurance	\$ 5,000	\$ -	\$ -	-	-	-	-	-	-	-	-	-	5,000
Copies	\$ -	\$ -	\$ -	-	2	-	-	-	-	-	-	-	2
Legal Advertising	\$ 1,760	\$ 3,447	\$ -	-	-	-	-	-	-	-	-	-	4,907
Contingencies	\$ 135	\$ -	\$ -	110	-	-	-	-	-	-	-	-	245
Office Supplies	\$ 31	\$ 0	\$ 15	-	0	0	0	-	-	-	-	-	47
Travel Per Diem	\$ -	\$ -	\$ -	-	-	-	-	-	-	-	-	-	-
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	-	-	-	-	-	-	-	-	-	175
Total Expenditures	\$ 10,539	\$ 8,931	\$ 3,670	4,478	3,828	3,801	3,584	\$ -	\$ -	\$ -	\$ -	\$ -	38,830
Excess (Deficiency) of Revenues over Expenditures	\$ (10,539)	\$ (8,931)	\$ (3,670)	16,359	4,926	(3,801)	3,585	\$ -	\$ -	\$ -	\$ -	\$ -	(2,070)

SECTION 2

Landings

Community Development District

Funding Request #6

May 15, 2023

Bill to:

JTL Grand Landings Dev LLC

	Payee	General Fund FY2023
1	GMS-Central Florida, LLC Invoice # 9 - Management Fees - May 2023	\$ 3,584.16
		\$ 3,584.16
Total:		\$ 3,584.16

Please make check payable to:

Landings
Community Development District
6200 Lee Vista Blvd, Suite 300
Orlando, FL 32822

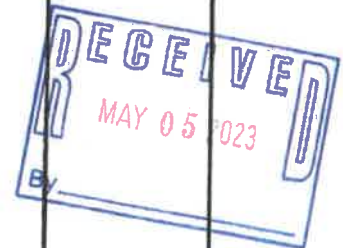
GMS-Central Florida, LLC #1
 1001 Bradford Way
 Kingston, TN 37763

Invoice

Invoice #: 9
Invoice Date: 5/1/23
Due Date: 5/1/23
Case:
P.O. Number:

Bill To:
 Landings GDD
 219 E. Livingston St.
 Orlando, FL 32801

310 813	Description	Hours/Qty	Rate	Amount
	Management Fees - May 2023 - 340		3,333.33	3,333.33
	Website Administration - May 2023 352		100.00	100.00
	Information Technology - May 2023 361		150.00	150.00
	Office Supplies 510		0.03	0.03
	Postage 420		0.80	0.80
Total				\$3,584.16
Payments/Credits				\$0.00
Balance Due				\$3,584.16



Landings

Community Development District

Funding Request #7
May 30, 2023

Bill to:
JTL Grand Landings Dev LLC

Payee	General Fund FY2023	Capital Project FY2023
1 Chiumento Law, PLLC Invoice # 16570- Bond Validation - April 2023		\$ 1,205.00
2 Supervisor Fees - 05/19/2023 Meeting		
David Root	\$ 215.30	
Walker Douglas	\$ 215.30	
	\$ 430.60	\$ 1,205.00
Total:		\$ 1,635.60

Please make check payable to:

Landings
Community Development District
6200 Lee Vista Blvd, Suite 300
Orlando, FL 32822

Chiumento Law, PLLC
145 City Place, Suite 301
Palm Coast, FL 32164
Email: chiumento@legalteamforlife.com
Office: (386) 445-8900
www.legalteamforlife.com



Bill to:

Landings CDD
219 East Livingston street
orlando , FL 32801

Gflint@gmscfl.com

Landings CDD- Bond Validation 230189

INVOICE

To April 30, 2023

Invoice Date May 18, 2023
Invoice Number 16570
Due Date Due Upon Receipt

Account Summary

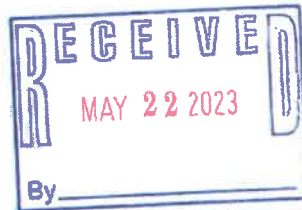
Previous Balance	\$1,205.00
Payments Received	\$0.00
Outstanding Balance	\$1,205.00
Current Invoice	\$4,153.50

Total Due \$5,358.50

Pay Online
Click the link or scan the code
with your device to pay online.



<https://firmcentral.westlaw.com/pay/E436SIE>



Payment Transactions

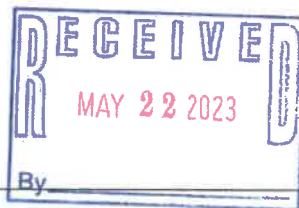
Date	Type	Invoice #	Description	Amount
<i>No payments have been made on this account.</i>				

Fee Detail

Date		Description	Hours	Rate	Total
4/10/2023	VLS	Drafted acknowledgement of service, memorandum of law, and order to show cause.	3.00	\$320.00/hr	\$960.00
4/11/2023	VLS	Continued drafting bond validation lawsuit; Drafted affidavit of District Manager and compiled appropriate exhibits; Drafted affidavit of District Engineer and compiled appropriate exhibits; Drafted proposed final judgment; Drafted proposed notice of no appeal; Cross checked all citations in Order to Show Cause, Acknowledgement of Service, Memorandum of Law, Joint Stipulation, and Proposed Final Judgment.	7.30	\$320.00/hr	\$2,336.00
4/13/2023	VLS	Received and reviewed updates to District Manager Affidavit; Reviewed all documents supplied by District Manager; Compiled and finalized District Manager affidavit.	1.40	\$320.00/hr	\$448.00
4/20/2023	CM	Various telephone calls with office of the State Attorney regarding Bond Validation Complaint and attorney to handle matter.	0.50	\$145.00/hr	\$72.50
4/21/2023	CM	Prepared Acknowledgment of Service by Division of Bond Finance; Prepared correspondence to Director of Division of Bond Finance; Prepared package; Corresponded with State of Attorney's office regarding transmittal of Complaint for Bond Validation and Acknowledgment for their review and execution; Prepared file.	1.00	\$145.00/hr	\$145.00
4/21/2023	VLS	Received, reviewed, and approved documents drafted by Caroline McNeil.	0.40	\$320.00/hr	\$128.00
4/27/2023	VLS	Received, reviewed, and responded to e-mail from Division of Finance.	0.20	\$320.00/hr	\$64.00
Hours Total			13.80	Fee Total	\$4,153.50

Expense Detail

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
Expenses Total				\$0.00



Fees	\$4,153.50
Expense	\$0.00
Current Due	\$4,153.50
Outstanding Balance	\$1,205.00
Total Due	\$5,358.50

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Timekeeper Summary

Timekeeper	Hours
Caroline Mcneil	1.50
Vincent Sullivan	12.30
Total Hours	13.80

