

MINUTES OF MEETING
LANDINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Landings Community Development District was held Friday, November 18, 2022 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:

Jeffrey Douglas	Chairman
David Root	Vice Chairman
Walker Douglas	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

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Mr. Flint administered the Oath of Office to the newly elected Board members. He noted that they should have received the Form 1 Statement of Financial Interests. He reminded the Board to file that within 30 days of today, if they haven't already.

B. Consideration of Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election

Mr. Flint stated that Mr. Jeffrey Douglas had 205 votes, Mr. Walker Douglas had 205 votes, Mr. Toby Tobin had 204 votes, Mr. Greg Eckley had 204 votes, and Mr. David Root had 204 votes.

On MOTION by Mr. Root, seconded by Mr. Walker Douglas, with all in favor, Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Election of Officers

Mr. Flint noted that after each election the Board was required to elect officers.

D. Consideration of Resolution 2023-02 Electing Officers

Mr. Flint noted that this resolution designated a Chair, Vice Chair, Secretary, Assistant Secretary, Treasurer, and Assistant Treasurer. Mr. Walker Douglas stated that he would like to make a motion for Mr. Jeffrey Douglas to serve as Chairman, Mr. Root to serve as Vice Chairman, Mr. Walker, Mr. Toby, and Mr. Eckley to serve as Assistant Secretaries. Mr. Flint will be Secretary and Ms. Burns will be Treasurer.

On MOTION by Mr. Walker Douglas, seconded by Mr. Tobin, with all in favor, Resolution 2023-02 Designation Officers with Mr. Jeffrey Douglas as Chairman, Mr. Root as Vice Chairman, Mr. Walker, Mr. Toby, and Mr. Eckley as Assistant Secretaries, Mr. Flint as Secretary, and Ms. Jill Burns as Treasurer, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 16, 2022 Organizational Meeting

Mr. Flint reviewed the minutes from the September 16, 2022 organizational meeting. He asked for any comments or corrections to those. Hearing none,

On MOTION by Mr. Walker Douglas, seconded by Mr. Root, with all in favor, the Minutes from the September 16, 2022 Organizational Meeting, was approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

i. Presentation of Engineer's Report

Mr. Flint stated that at the organizational meeting they reviewed the engineer's report and the Master Assessment Methodology as well as adopted two resolutions. One of the resolutions adopted declared their intent to levy assessments and the other one set today as the public hearing to actually levy them.

On MOTION by Mr. Jeffrey Douglas, seconded by Mr. Walker Douglas, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Assessment Methodology

Mr. Flint stated that Table 1 showed the development program, which was 40' villas and 50' and 60' single family with a total of 399 units. He noted that they had assigned standard ERU factors to those. Table 2 showed the cost estimates taken from the Engineer's Report for the eligible improvements that could be funded by the District that totaled \$27,345,217. Table 3 was a very conservative bond sizing using conservative interest rates and parameters for purposes of their Master Assessment Methodology that resulted in a par amount of \$37,365,000. Table 4 and Table 5 demonstrated the allocation of benefit based on the improvement cost and par debt. Table 6 showed what the assessments by product type and by unit would be if they were to finance 100% of the improvements under the very conservative parameters that were in the bond sizing. Table 7 was the preliminary assessment roll, and they attached the legal description for the District, which showed 204.68 acres as Exhibit 'A'. He noted that they were basically setting a ceiling, so when they issue bonds, they have the maximum flexibility. He noted that when they go to the market based on the target assessments and interest rates, they would come back with a supplemental methodology that they would finalize after the bonds are issued. He explained that this did not obligate them to issue bonds. He noted that it was them just going through the public hearing process to be able to put themselves in a position to be able to do that later. Mr. Flint noted that they would open the public hearing. He asked for any public comment. Hearing none, he asked the Board for any questions on the methodology. Hearing none,

On MOTION by Mr. Root, seconded by Mr. Tobin, with all in favor, the Assessment Methodology, was approved.

iii. Consideration of Resolution 2023-03 Levying Special Assessments

Mr. Flint stated that this would put them in a position to be able to impose assessments once they issue the bonds. He added that the Engineer's Report and methodology were exhibits to this resolution.

On MOTION by Mr. Jeffrey Douglas, seconded by Mr. Walker Douglas, with all in favor, Resolution 2023-03 Levying Special Assessments, was approved.

Mr. Flint closed the assessment hearing.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

i. Consideration of Resolution 2023-04 Expressing the District's Intent to Utilize the Uniform Method of Collection

Mr. Flint noted that this was the 197 hearing, and it allowed the District to use the tax bill as the collection method for their data and O&M assessments, which is called the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments. He noted that they set today as the date of the hearing, and they ran four notices in the paper four consecutive weeks as required by the statutes. He opened the public hearing. He asked for any public comments. Hearing none, he asked the Board for any questions on this resolution. Hearing none, he closed the Uniform Chapter 197 hearing.

On MOTION by Mr. Walker Douglas, seconded by Mr. Tobin, with all in favor, Resolution 2023-04 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

i. Consideration of Resolution 2023-05 Adopting the Rules of Procedure

Mr. Flint stated that this public hearing was to adopt the rules of procedure for the District. He noted that at the organizational meeting, they were provided with the recommended form of those rules, which basically mirrors the statutes in most respects and addresses how they bid things out, conduct meetings, etc. He noted that they advertised the rule hearing 29 and 28 days in advance of today. He opened the hearing and noted that there was no public to provide comment, so they brought it back to the Board. He reviewed Resolution 2023-05 and asked the Board if they had any questions on this resolution. Mr. Root asked if these were standard from the other Districts that they were familiar with. Mr. Flint responded that was right and added that they were standard and likely very similar if not identical to the rules that they had seen in other CDDs. He noted that they were the same basic rules that they had on over 100 Districts in his office. He asked for any more questions on the rules or the resolution. Hearing none,

On MOTION by Mr. Jeffrey Douglas, seconded by Mr. Walker Douglas, with all in favor, Resolution 2023-05 Adopting the Rules of Procedure, was approved.

D. Public Hearing on the Adoption of the Fiscal Year 2022 & Fiscal Year 2023 Budget
i. Consideration of Resolution 2023-06 Adopting the District’s Fiscal Year 2022 – Fiscal Year 2023 Budget and Appropriating Funds

Mr. Flint stated that they had Resolution 2023-06 in the agenda package for review. He noted that attached to the resolution was Exhibit ‘A’, the proposed budget. He explained that this was the standard administrative budget that didn’t include any maintenance expenses at this point. He noted that 2022 was a prorated budget for September and October and 2023 was a full 12 months. He further explained that it contemplated in lieu of O&M assessments that they would operate under a Developer Funding Agreement. He stated that they approved the Funding Agreement at their last meeting. He noted that the developer would only be responsible for the actual cost, not the full amount of this. He explained that if the actual cost were less, that would be the exposer. He opened the public hearing and noted that there was no public comment. He brought it back to the Board asking for any questions on the resolution or the budgets. Hearing none,

On MOTION by Mr. Walker Douglas, seconded by Mr. Tobin, with all in favor, Resolution 2023-06 Adopting the District’s Fiscal Year 2022 – Fiscal Year 2023 Budget and Appropriating Funds, was approved.

SIXTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Authorization

Mr. Flint stated that they hired England-Thims & Miller, Inc. as their interim District engineer and authorized them to issue an RFQ for engineering services per the CCNA act, which governs the bidding of engineering architectural services. He noted that they noticed an RFQ in the paper and received one response, which was from England-Thims & Miller, Inc. He noted that they had the option of rejecting and rebidding or they could accept their proposal and authorize them to bring back an agreement with ETM. The Board decided to accept the proposal from England-Thims & Miller, Inc.

On MOTION by Mr. Jeffrey Douglas, seconded by Mr. Root, with all in favor, Accepting the Proposal from England-Thims & Miller, Inc, for District Engineering Services and Authorization to Enter Negotiations with Number-One Ranked Firm, 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

Mr. Flint stated that he didn't have anything other than what they had already went through in the meeting.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Flint asked for any other Supervisor requests. A Board member asked when the next meeting was. Mr. Flint responded that it was December 16th at 11:30 a.m. The Board member asked if they needed to have that meeting. Mr. Flint responded likely not because they had taken care of all the public hearings that they had advertised, so if there was no business in December, they didn't need to hold that meeting. After discussion, they decided to keep the date and would touch base 10 days before and would notify the Board of their decision.

TENTH ORDER OF BUSINESS

Adjournment

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

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


Secretary/Assistant Secretary


Chairman/Vice Chairman