MINUTES OF MEETING
LANDINGS AT MIAMI
COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Landings at Miami Community Development District was held on Wednesday, June 26, 2024, at 6:00 p.m. at 23398 SW 108th Court, Miami, Florida.

Present and constituting a quorum were:

Nathalia Jirón	Chairman
Alex Fonseca	Vice Chairman
Nicki Naserzare	Assistant Secretary

Also present were:

Juliana Duque	District Manager
Liza Smoker	District Counsel
Ana Llerena	FSR Residential Property Management
Several Residents	

FIRST ORDER OF BUSINESS — Roll Call

Ms. Duque called the meeting to order and stated we have a quorum.

SECOND ORDER OF BUSINESS — Approval of the Minutes of the April 24, 2024 Meeting

Ms. Duque: The next item is the approval of the minutes of the April 24, 2024 meeting. This is the moment to present any additions, corrections, or deletions to those minutes. If there are none, a motion to approve them will take place.

> On MOTION by Ms. Jirón seconded by Ms. Naserzare with all in favor, the Minutes of the April 24, 2024 meeting were approved.

THIRD ORDER OF BUSINESS — Public Hearing to Adopt the Fiscal Year 2025 Budget

A. Motion to Open the Public Hearing

Ms. Duque: The next item is the public hearing to adopt the fiscal year 2025 budget, so I request from the Board a motion to open the public hearing to adopt the fiscal year 2025 budget.

> On MOTION by Ms. Jirón seconded by Ms. Naserzare with all in favor, opening the Public Hearing was approved.

B. Public Comment and Discussion

C. Consideration of Resolution #2024-04 Annual Appropriation Resolution

Ms. Duque: Are there any public comments or any discussion? Just for the record, I want to state that there is no one here present from the public today. Is there any additional discussion from the Board? Also, for the record, I would like to mention that the budget was already brought to the Board of Supervisors' attention, we discussed it and we motioned to approve the proposed fiscal year budget and I have not received any other comments or questions from the public either. Let's move forward then to consideration of resolution #2024-04, this is the resolution that relates to the annual appropriation. It pretty much takes the proposed budget and makes it the District's adopted budget. So, a motion to adopt resolution #2024-04 will take place, and that is on page 33.

Ms. Naserzare: Can you just go over a little bit again of the resolution?

Ms. Duque: So, once again, this resolution pretty much is the resolution that takes the proposed budget and makes it the adopted budget for the District, so it's basically just a simple resolution. It pretty much takes the proposed budget and makes it the adopted District budget, that's the appropriation resolution, and that's pretty much what that resolution does.

> On MOTION by Ms. Jirón seconded by Ms. Naserzare with all in favor, Resolution #2024-04 the Annual Appropriation Resolution was approved.

D. Consideration of Resolution #2024-05 Levy of Non Ad Valorem Assessments

Ms. Duque: Let's move forward to resolution #2024-05 which is the resolution that levies the Non-Ad Valorem Maintenance Assessments for the general fund and also adopts the assessment roll for the Landings at Miami CDD for the fiscal year 2025. So, the District, as the Board knows, has certain improvements and costs that are associated with the operation and maintenance of those improvements, so the general fund gross assessment during the fiscal year 2025 as you can see on the assessment will be $86,787.72, which is levied on all of the units within the District. The Tax Collector's office of Miami-Dade County collects those Non-Ad Valorem Assessments, the portion of the assessment imposed within the District is shown in exhibit A. So, you're going to be able to see in that resolution, exhibit A, has all the folio numbers and the O&M and debt assessment. Then pretty much in a few words resolution #2024-05 allows the District to levy the assessments on the Miami-Dade County tax bill, so that we can collect those assessments through the county.

Ms. Naserzare: Can you just refresh my recollection, what does O&M stand for?

Ms. Duque: Operation and Maintenance, so remember, Nicki, the budget has two portions, we have a debt portion that relates to the bonds, the bonds that were issued to finance the infrastructure of the entire District, and that is a fixed amount, and for 30 years you have that amount. The O&M is the portion of the budget that deals with the day-to-day activities of the District, and then that portion of the budget is the only portion of the budget the Board can move, change, remove line items, or add a line item. Let's say, just as an example, it's not happening right now but, it could happen, if at some point the Board decides to terminate the agreement with the Master HOA, now the CDD will be responsible for the landscape, for the lake maintenance, and all of those specific items will need to be part of your O&M, and we would need to reflect the amount as per the contract or the specific service that is being provided. So, that's the O&M, operation and maintenance.

Ms. Naserzare: And if that happens, we would have to increase O&M.

Ms. Duque: Correct, of course, you would have to increase the O&M, and assuming you would decrease the HOA or the Master, and it all depends, it can work in different ways.

Ms. Naserzare: And can you tell me because you have all the folio numbers here for each of the different units/properties, so how many properties is it for?

Ms. Duque: And you will see it in your budget here.

Ms. Naserzare: Is the total, the same as the houses?

Ms. Duque: Yes, same total of 493.

Ms. Naserzare: Ok, so it's just for this community.

Ms. Duque: Yes, of course, it's only within the District, yes. The folio numbers that you have on the exhibit are only the units that are part of the District, that's correct.

Ms. Naserzare: Ok.

Ms. Jirón: Is this numbering for the special tax?

Ms. Duque: You're talking about the Special Lighting District, no.

Ms. Jirón: Ok.

Ms. Duque: That's a completely different entity, it's also a unit of local government but it has nothing to do with the CDD, it relates to the lighting within your community, so it's different.

Ms. Jirón: Ok.

Ms. Duque: Ok, so once again, a motion to approve resolution #2024-05 will take place.

> On MOTION by Ms. Jirón seconded by Mr. Fonseca with all in favor, Resolution #2024-05 Levy of Non Ad Valorem Assessments was approved.

E. Motion to Close the Public Hearing

Ms. Duque: Then a motion to close the public hearing will take place.

> On MOTION by Ms. Jirón seconded by Ms. Naserzare with all in favor, closing the Public Hearing was approved.

FOURTH ORDER OF BUSINESS Discussion of:

A. Playground Equipment
B. Parking Policy

Ms. Duque: The next item is the discussion of two items, the playground equipment and also the parking policy. We have briefly discussed those in previous meetings, and I received an email as you can see which is attached to your agenda from your HOA property manager and Nathalia or Ana, perhaps you can give a little bit more information to the Board. It's my understanding that you already discussed this with the Board of the HOA, and now you would like to bring this option to the Board of Supervisors so that we can go through the rulemaking process and enter into an agreement with the HOA so that the HOA can enforce those rules and regulations because remember, the CDD does not have those police powers.

Ms. Jirón: Correct.

Ms. Duque: I don't know Ana, or Nathalia if there is anything you would like to add in terms of the parking policy.

Ms. Llerena: Well, the HOA would like to see if the CDD would give us the power to enforce in those parking spaces that belong to the CDD, so we wanted to see if we could get that.

Ms. Duque: So, I guess we officially have a request made by the HOA to be able to start the process. As we mentioned in our last meeting, to be able to do this we need to go through the rulemaking process why, because we need to adopt a set of rules that are going to be the set of rules that the HOA is going to enforce. So, I have asked, or Ana has given us a copy, you have a copy of your set of rules and regulations for the Landings, and my suggestion to the Board is to make a motion to authorize District staff to work on that set of rules and regulations and also to advertise because for this we need to go through a process, and it's a 29-day advertisement and 28 day advertisement, to be able to hold our public hearing for the rules. So, if the Board agrees with it, then I will need a motion to move forward with that process. My suggestion also is to advertise that public hearing, which we'll need because we need 28 and 29 days, so that would put us at the September meeting to be able to have the public hearing for the rules and regulations in September. If the Board is here too because we want to make sure that you guys are going to be here for that.

Ms. Naserzare: Well, before we discuss the date, can you explain procedurally what the rulemaking process is, is it the HOA saying, hey please adopt our rules? So, what is it? Is it a meeting between attorneys, what procedurally are we doing here?

Ms. Duque: So, perhaps Liza would be able to provide more detailed information on that but, as a general rule Nicki, what takes place is this Board, the Board of Supervisors is the Board that is going to adopt those rules and regulations. What takes place is normally, we create or receive from the HOA, which is what you have, the set of rules and regulations, so each one of you, the Board members, will have to review those rules and regulations, and we can appoint someone, it can be you, it can be Nathalia, it can be Alex, so anyone of you can work with Ana and with me with those set of rules. That set of rules and regulations we're going to be providing to Liza too so that we can advertise. The set of rules and regulations needs to be ready before we advertise because we need to show your community what is the set of rules and regulations that the Board is willing to adopt. So, that's why it takes place because from now until September, perhaps, Ana, or whoever is appointed by the Board, and us, will need to work on those rules and regulations. So, that's pretty much the process but, the rules come from this group and then after we adopt those rules, we'll enter into an agreement with the HOA, and the agreement with the HOA is pretty much authorizing the HOA to enforce those set of rules and regulations.

Ms. Naserzare: If the HOA amends the rules after the CDD adopts the rules, are the amended rules still going to be the ones that they're able to enforce? So, what I'm saying is, if the Board approves them, and the HOA says, hey we have to change them because some of them are not working, or part of the rules are not working how they are, are they automatically amended by the HOA or do you have to go into another rulemaking process?

Ms. Smoker: So, in the rulemaking process you can make your own rules to enforce, and then if you want to enforce them yourselves. You could have the HOA enter into an agreement with the CDD to have the HOA enforce them. When you pass an initial set of rules you can amend them if you feel you need to amend them but, the HOA cannot amend or change anything, and because they change things, it doesn't change your rules. If you're going into a maintenance agreement with the HOA, the Board might consider some consistency, it's up to your discretion on what you would like to do but let's say you want to amend the rules, you could amend them later and do it with the rulemaking process.

Ms. Duque: You can, but then you have to go through this process again.

Ms. Naserzare: So, I guess what I'm getting at is it's critical that the rules that are adopted, are rules that we want to implement permanently so they have to be airtight, so it's probably wise for the HOA to discuss their clubhouse parking rules with their attorney.

Ms. Duque: So, what's important here is that the rules and regulations are going to be adopted by this Board are related to the areas that are owned by the District.

Ms. Naserzare: Right.

Ms. Duque: The parking lot in the clubhouse is not owned by the CDD.

Ms. Naserzare: Right.

Ms. Duque: So, that will not apply for the CDD, meaning the HOA can amend them, they can change it, they will still enforce it but, we will not have a role in that. This is more like for the guest parking areas where those areas are owned by the CDD, and for those areas we're trying to be consistent with what you guys have because you don't want to, or let's say you do not allow the overnight parking, just for an example, the guest parking area you want to be consistent with your clubhouse too, so we kind of work together but, if for some reason you need to amend anything related to the rules adopted by this Board that are going to be enforced on CDD area only, then we need to start the process again, we need to do the public hearing, and do the two advertisements, and all of that.

Ms. Naserzare: Ok.

Ms. Jirón: Now being that the clubhouse parking lot is owned by the Master, or by the HOA, do we need two sets of rules, kind of one for HOA and CDD, or just everything can be in there and it can be adopted?

Ms. Duque: No, so once again, the rules that you guys are going to adopt are the rules that are going to be enforced only in CDD areas, so we will not be able to adopt rules that you're planning to enforce on private areas, meaning owned by the Master or the HOA, or even other areas that are not CDD areas, like let's say the city, just for example. It's only for the CDD areas, now, what you want to do, and that's why we work together with the HOA is you want to make sure that the set of rules that you have are the same. So, you're ok with the set of rules for the CCD, which kind of mirror the ones for your HOA and you already went through that process with the attorney too, but that's separate, that's what the HOA attorney that has nothing to do with this Board.

Ms. Jirón: But my question is, do we need two separate sets?

Ms. Smoker: So, think of it this way, the rules and regulations are just for CDD property, and rules and regulations are like documents just for the HOA, so think of it as totally separate entities, the HOA governs their land and their property, and then CDD governs their land separately, they have their authority to make rules that affect District property only, they can't go to the HOA and make rules on their land. One thing the Board could do if they wanted to start the process but, not advertise is do a motion to start the rulemaking process and get a set of rules that you could consider at the next meeting based upon what was provided by the association if that's the direction you're choosing to go in, it's up to the Board, and if you want to wait for final form.

Ms. Naserzare: Well, personally I want to motion to start the rulemaking process.

Ms. Duque: Ok, so then that motion is for us to bring back that set of rules and regulations at the next meeting, and we will discuss them, we will not advertise, so we will not advertise for a public hearing right now. So, the motion was made by Nicki, and before I finalize that motion Nicki, would you like to appoint someone because you guys can send me emails, separate emails about the comments for the rules and regulations but, I strongly suggest you appoint someone from the Board, to be the one working with Ana and with us on additional comments and additional things that perhaps a resident said, someone that came to any of your HOA meetings, so appoint someone to be that liaison.

Ms. Naserzare: And can we appoint someone on the Board?

Ms. Duque: Yes, it has to be one of you.

Ms. Naserzare: Ok, so I would like to appoint Nathalia because I think she might know a little bit more about this.

Ms. Jirón: Ok.

Ms. Naserzare: And do you want to take a moment, I just think that you are more familiar with certain things.

Ms. Duque: Ok, so I have a motion made by Nicki to start with the rules and regulations, bring that set of rules and regulations to the next meeting, and appoint Nathalia to work directly with District staff, is there a second?

On MOTION by Ms. Naserzare seconded by Mr. Fonseca with all in favor, authorizing staff to start the rulemaking process and also appointing Nathalia Jirón to work directly with District staff and bring back the rules and regulations for discussion at the next Board meeting was approved.

Ms. Duque: The next item that was also brought to our attention was in reference to the playground equipment, and it's my understanding that one of your residents reached out to your Board of Supervisors, this is in relation to the existing equipment, like I would say outdoor playground equipment that you guys have at the park and perhaps removing that one and installing a new one, or just installing a new one. Your Supervisor already had a discussion with Miami-Dade County and Miami-Dade County informed your Supervisor that, which is Nathalia, that this is not possible, that this cannot be done. It's my understanding that the HOA is looking into placing an additional playground somewhere around your community, so that's as far as I know. I have not been in contact directly with the Parks and Recreation Division for that specific matter but, if you need me, I'll be more than happy to do so but I believe the answer was already provided to the Board.

Ms. Naserzare: So, the CDD doesn't own that park, it's owned by the city?

Ms. Jirón: Yes, that's a county park, I had a meeting on May 31st with the Director of Parks and Recreation, whose name is Alex Sizzle, and he basically said at the moment he would not replace the child's park because it has to go through a specific time period. He said that park he believes, he wasn't sure but he believes it was already 5 years and it needs to be another 10 years, at which he would do a public hearing, and get comments and suggestions from the public, so basically our option is to wait.

Ms. Duque: So, yes, Nicki, just to answer your question, the park is owned by the city, but the maintenance of the park is transferred to the CDD, and I believe that's it. Are there any questions from the Board, or anything to add to those two items? Not hearing any, let's move forward to the next item.

FIFTH ORDER OF BUSINESS Staff Reports

Ms. Duque: Let's move forward to staff reports, attorney.

A. Attorney

Ms. Smoker: I have nothing to report at this time.

Ms. Duque: Thank you so much, Liza.

B. Engineer

Ms. Duque: Nothing to report under the engineer.

C. Manager

1) **Number of Registered Voters – 740**
2) **Consideration of Proposed Fiscal Year 2025 Meeting Schedule**
3) **Discussion of Financial Disclosure Report from the Commission on Ethics and Reminder to File Annual Form**

Ms. Duque: Under the manager's report, I would like to inform the Board of Supervisors that there are 740 registered voters within the District. We need to bring this information back to you per the Florida Statutes. Then the next item is consideration of the proposed fiscal year 2025 meeting schedule, so the meeting schedule has been attached to your agenda, and it's on page 53. Then once again, we are proposing to have our regular public meetings for fiscal year 2025 at 6:00 p.m. at the Landings clubhouse, 23398 SW 108th Court, Miami, Florida, 33032, on the fourth Wednesday of each month, and all of the Wednesdays are shown on your schedule and there is one exception which is December 18th but, pretty much all of the other ones are the fourth Wednesday of each month. Unless the Board would like to change the date or the time, this would be the moment to have that discussion, if not, then a motion to approve the 2025 fiscal year meeting schedule will take place.

Ms. Naserzare: As Board members are we able to appear by ZOOM or do we have to attend in person?

Ms. Duque: So, you can appear via ZOOM but for us to be able to have a meeting, we have to have a minimum of 3 people present to have quorum, so let's say for some reason you cannot attend, or Lucie couldn't attend, today she could have joined us over the teleconference but, we need 3 of you to be able to have quorum.

Ms. Naserzare: Ok, so for me personally, I don't know how your schedules are but, I usually get home around 6:30, so I leave work a little earlier to get here on time. I can do that unless we were able to make the meetings at 6:30 but, I also don't want you all to be here at 6:30.

Mr. Fonseca: I have the same exact reason, I'm fine with 6:00 but 6:30 would be better.

Ms. Jirón: As long as the meetings are 30 minutes because we have the HOA meetings too.

Ms. Duque: Yes, you have your HOA meetings after our meetings. I mean the meeting is advertised at 6:00 p.m. and for some reason, if anyone is running a little bit late, 10 or 15 minutes we always try to wait for them.

Ms. Naserzare: Ok, then that's fine, and then as long as we have a quorum with 3 of us here, I can attend, if I need to, if I have like a hearing or something, I can attend through ZOOM, ok.

Ms. Duque: Yes, of course, and we always inform the Board if for some reason we don't have quorum or at the last minute someone calls me and says I will not be able to make it, and then we don't have quorum, I'll let you all know that the meeting is canceled in case we have any issues with that.

Ms. Naserzare: Ok.

Ms. Duque: So, then a motion to approve the meeting schedule will take place.

Ms. Jirón: Now, can we change the March 26th meeting to maybe March 19th?

Ms. Duque: So, you do not have to do that right now Nathalia, if you have a conflict for that day, my recommendation is to leave it as is, because this is for March 2025.

Ms. Jirón: Ok.

Ms. Duque: So, we're going to advertise this schedule but, at our February meeting if we have it, we can discuss that and we can move it, or we can cancel it, it all depends on where everybody is.

Ms. Jirón: Ok.

Ms. Duque: Ok, so a motion to approve will take place.

On MOTION by Mr. Fonseca seconded by Ms. Naserzare with all in favor, accepting the proposed Fiscal Year 2025 Meeting Schedule was approved.

Ms. Duque: The next item is discussion of financial disclosure report from the Commission on Ethics and a reminder to file the annual form. So, remember, your Form 1 needs to be filed electronically, if you haven't done so, please do it. As for the information that I have I do not have any of you showing as you've done it.

Mr. Fonseca: I'm good, I did it.

Ms. Duque: You did it Alex?

Mr. Fonseca: Yes, as of 5/6/24.

Ms. Duque: Oh, yes, I see that you did, sorry, I was looking at Nathalia, so ok, you did it. So, you're good Alex but, then everyone else, we need to make sure you file.

Ms. Naserzare: I'm sorry, what is it?

Ms. Duque: The financial disclosure report.

Ms. Naserzare: I did that when I got elected.

Ms. Duque: You did?

Ms. Naserzare: Yes, I did all my paperwork and I completed that course as well, I did everything.

Ms. Duque: Ok, so you did the ethics training too but, you're not on the list yet Nicki because I think you were just elected.

Ms. Naserzare: Yes, so I did the financial disclosure, and I did everything immediately.

Ms. Duque: Ok, and what I'll do is I'll follow up with Nathalia and Lucie and Daimy, I'm not concerned about you Nicki because you already did it, and you were just appointed, you just have to do it within 30 days of being appointed.

Ms. Naserzare: Ok, and maybe that's why I did it.

Ms. Duque: But I'll follow up on that Nicki, and I will follow up with all of you.

Ms. Naserzare: Ok.

Ms. Duque: Just once again, remember that you have until December 31st to do the ethics training. So, if you want me to send the memorandum that was prepared by Liza's office, I will do so. That memorandum has the link and you can click on any of those to do the ethics training, so I'll follow up with that too.

Ms. Jirón: I have a question, I know that Craig and Tom, they did the Form 1.

Ms. Duque: Yes, because they are supposed to file the form too even though they resigned, and after they resigned, they needed to file another form with Form 1F, so yes.

Ms. Jirón: Ok.

Ms. Duque: Since they were Supervisors during that period of time they do need to file a form too.

SIXTH ORDER OF BUSINESS Financial Reports

A. Approval of Check Run Summary
B. Acceptance of Unaudited Financials

Ms. Duque: So, let's move forward to financial reports, tab A is approval of the check run summary, and tab B is the acceptance of the unaudited financials. Unless there are any questions, a motion to approve them will take place.

On MOTION by Ms. Jirón seconded by Ms. Naserzare with all in favor, the check run summary and the unaudited financials were approved.

SEVENTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Ms. Duque: Are there any Supervisor's requests? The only request I received was from Lucie, Lucie is not present today but, since she called me she did mention that she is going to present her resignation letter to her position, so I just want to inform the Board of Supervisors and most likely we will take care of it during the next meeting. There is no audience present today so there are no audience comments.

EIGHTH ORDER OF BUSINESS Adjournment

Ms. Duque: So, a motion to adjourn will take place.

On MOTION by Mr. Fonseca seconded by Ms. Jirón with all in favor, the Meeting was adjourned.

Secretary /~~Assistant~~ Secretary

Chairman / Vice Chairman