

**MINUTES OF MEETING  
MIDTOWN MIAMI  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Midtown Miami Community Development District held a Regular Meeting on May 14, 2019 at 3:00 p.m., at the offices of the CDD, Shops at Midtown Miami, 3401 N. Miami Avenue, 2<sup>nd</sup> floor parking garage, Suite 132, Miami, Florida 33127.

**Present and constituting a quorum were:**

Joseph Padula	Chair
Angelo Masarin	Assistant Secretary
Michelle Jorge	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Lisa Dao	Wrathell, Hunt and Associates, LLC
Ginger Wald	District Counsel
Deborah Samuel	Operations Manager

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 3:02 p.m. Supervisors Padula, Masarin and Jorge were present, in person. Supervisor Miranda and Vadia were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2019-04, Approving Proposed Budgets for Fiscal Year 2019/2020 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2019-04. She noted adjustments to the proposed budget, and certain line items received a 2% increase, such as Management-related fees, etc. The “Midtown community park” budget line item was reduced and will allow for the completion of the dog portion of the park; however, the main portion of the park’s completion date is expected in this fiscal year.

Ms. Samuel stated they decided to make the area a green space and, since all the infrastructure was completed, we will revisit the topic of a dog section next year, which would only require installing a fence and dog equipment.

A Board Member asked if the District could expect additional reimbursement funds from the Federal Emergency Management Agency (FEMA), in addition to what was already received. Mrs. Cerbone stated there was potential to receive more funds but there was no guarantee. The District’s request was still under final review and had not yet been denied; however, as the District explained to FEMA, it was unable to provide monitoring documentation because, at the time, for health and safety requirements, the District needed immediate debris removal work done so, without that documentation, the likelihood of receiving full or 75% FEMA reimbursement decreases significantly.

Ms. Samuel stated two capital projects were scheduled for Fiscal Year 2020, which included retrofitting lighting fixtures to LED lights, on the rooftop of both garages.

A Board Member was concerned about the excessive bank charge fees in the Enterprise Fund. Ms. Samuel stated she would perform a cost analysis between the previous process and the new automated process to determine if credit card fees could be lowered. The reason for this increase was that patrons were no longer paying with cash; however, the increase was offset since Wells Fargo’s services to collect the cash were no longer necessary.

Ms. Cerbone stated the proposed Fiscal Year 2020 budget reflected a slight reduction in assessments. The public hearing to adopt the budget must be advertised at least 60 days prior to the meeting; however, since assessments were not increasing, the District did not need to schedule the public hearing to adopt the budget on Friday, September 13<sup>th</sup>, since it did not need to utilize the Truth in Millage (TRIM) notices.

The following change was made to Resolution 2019-04:

DATE: Change "September 13" to "September 10"

**On MOTION by Mr. Padula and seconded by Mr. Masarin, with all in favor, Resolution 2019-04, as amended, Approving Proposed Budgets for Fiscal Year 2019/2020 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 10, 2019 at 3:00 p.m., at Shops at Midtown Miami, Office of the CDD, 3401 N. Miami Avenue, 2<sup>nd</sup> Floor parking garage, Suite 132, Miami, Florida 33127; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2019**

Ms. Cerbone presented the Unaudited Financial Statements as of March 31, 2019.

**On MOTION by Mr. Padula and seconded by Ms. Jorge, with all in favor, the Unaudited Financial Statements as of March 31, 2019, were approved.**

**FIFTH ORDER OF BUSINESS**

**Approval of March 12, 2019 Regular Meeting Minutes**

Ms. Cerbone presented the March 12, 2019 Regular Meeting Minutes.

**On MOTION by Mr. Padula and seconded by Mr. Masarin, with all in favor, the March 12, 2019 Regular Meeting Minutes, as presented, were approved.**

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Operations Manager: *Deborah Samuel***

**i. Monthly Report**

Ms. Samuel presented the Operations Manager’s Report and highlighted the following:

- Utility Work and Non Standard Improvements: Under advisement from the City, going forward, the District would request a five-year surety bond with an amount determined based off the scope of work being performed. This decision was made after utility work was

becoming an issue for the District and being unable to convince the City to call on the surety bond, on the District's behalf, on three current issues.

- **Bollards/Garden Lights:** Due to budget constraints, two programs were initiated, which included restoring some items and purchasing new items that could not be restored. The project was expected to be completed by the next budget year.
- **Security:** In addition to initiating an LED lighting program, at the security consultant's recommendation, cameras were being added to the garages due to an uptick of robberies in the area, reports of a stolen car from the South Block garage, which was recovered, and the armed robbery between Lots 6 and 7. For next year's budget, she expected to present recommendations to hire off duty armed Florida Highway Patrol (FHP) to patrol the area, Thursday through Sunday, during peak hours and reduce regular security staff, to offset those costs. The District's security tapes are kept 30 days, which is a requirement of public records.
- **Capital Improvement Status:** All projects would be completed by the end of the year.
- **Midtown Miami Community Park:** The permit was received; the park is expected to be completed by September.
- **Infrastructure Punch List:** Midtown 3 was completed, Midtown 8 was ongoing and Midtown 6 should be completed shortly.
- **South Garage CU:** The Certificate of Use (CU) for the South Block garage was obtained; the cost was \$600. A recently received \$16,000 invoice from the City must be resolved.

**ii. Parking Information**

- **Executive Summary**
- **Transient Parking Year Over Year Comparison**
- **Revenue By Lane Report**

**iii. Update: Enterprise Fund Major Projects**

These items were provided for informational purposes.

**B. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.***

There being no report, the next item followed.

▪ **Monthly Report Continued**

Ms. Samuel stated the District was preparing a Maintenance of Traffic (MOT) plan and was in the process of obtaining a permit for utility work on North Miami Avenue. Ms. Wald was assisting in providing information for the Covenant, since the District manages and maintains all the sidewalks and streets.

**C. District Engineer: *Alvarez Engineers, Inc.***

There being no report, the next item followed.

**D. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: June 11, 2019 at 3:00 P.M.**

The next meeting will be held on June 11, 2019 at 3:00 p.m., but it might be cancelled if there are no ongoing items.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments/Supervisors' Requests**

There being no audience comments or Supervisors' requests, the next item followed.

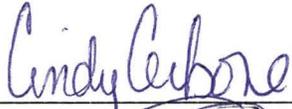
**EIGHTH ORDER OF BUSINESS**

**Adjournment**

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Padula and seconded by Ms. Jorge, with all in favor, the meeting adjourned at 3:31 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair