

**MINUTES OF MEETING  
LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Landmark at Doral Community Development District held a Regular Meeting on April 11, 2019 at 10:00 a.m., at the offices of Lennar Homes, LLC, 730 N.W. 107<sup>th</sup> Avenue, Suite 300, Miami, Florida 33172.

**For Landmark at Doral CDD:**

Teresa Baluja	Chair
Carmen Herrera	Vice Chair
Jorge Ortiz	Assistant Secretary
Raisa Krause	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Lisa Dao	Wrathell, Hunt and Associates, LLC
Mike Pawelczyk	District Counsel
Juan Alvarez	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:15 a.m. Supervisors Baluja, Herrera, Ortiz and Krause were present, in person. Supervisor Colamarino was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Ratification of First Amendment to  
Agreement with Sunshine Towing, Inc.**

Ms. Cerbone recalled that the District previously entered into a Maintenance and Services and Towing Administration Agreement with the HOA so the District could, in turn, enter into a Towing Agreement with Sunshine Towing, Inc. (Sunshine). At the time, only the HOA Property Manager and the District Manager were authorized to contact Sunshine but, since then, it was decided that the list of those authorized should be expanded to include

security staff. The Amendment was prepared and executed. Mr. Pawelczyk noted that Section 2.1 of the Agreement allows for written notification when the authorized persons is modified or supplemented; therefore, an Amendment was not necessary each time.

**On MOTION by Ms. Baluja and seconded by Mr. Ortiz, with all in favor, the First Amendment to Agreement with Sunshine Towing, Inc., was ratified.**

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

**This item, previously Item 10B, was presented out of order.**

Mr. Alvarez stated that he and Ms. Cerbone spoke about maintenance costs for budgeting. A lot has occurred in the District and construction has advanced; many things have taken form, so it was a good time to review the entire budget. He discussed Exhibit 1, a map, which showed the tracts that the CDD owns or co-owns with Lennar; for those co-owned with Lennar, he felt that there should be a quit-claim deed from Lennar to the CDD. Some road right-of-ways (ROWs) would be conveyed to the City and, in his analysis, the City would be responsible to maintain everything within those ROWs. The CDD delegated some responsibilities to the HOAs. The CDD has an Agreement with the Lennar HOA for landscaping and irrigation in some tracts and a draft Agreement with the Congress HOA was prepared for them to maintain the buffer area along 107<sup>th</sup> Avenue. Quantities were determined to quantify how much it would take to maintain those items. He reviewed a list of items of current items that the CDD has in its budget, including wetlands, fence repairs, Northeast Lake, etc., which reflects the amounts that should be included in the proposed Fiscal Year 2020 budget. He discussed the suggested increases in the budget amounts. Discussion ensued regarding perpetual and one-time expenses, frequency of monitoring, monitoring reports, wetland planting and earthwork, which features each HOA is responsible for maintaining and/or is maintaining, the ROWs, etc.

**FOURTH ORDER OF BUSINESS**

**Consideration of Landscaping Maintenance Covenant for Landmark at Doral**

Mr. Pawelczyk stated that this goes back to 2017; there was a question of whether the Covenant was executed and the belief was that it was not but no one had asked for it. Mr.

Alvarez felt that it should be executed. Mr. Pawelczyk stated that the Covenant essentially sets forth that the CDD would maintain the landscaping and irrigation within the medians. Ms. Cerbone pointed out that was what the CDD already contracted with the HOA to do on the CDD's behalf.

**On MOTION by Ms. Baluja and seconded by Mr. Ortiz, with all in favor, the Landscaping Maintenance Covenant for Landmark at Doral, in substantial form, should the documents be necessary, and including the areas in the respective Maintenance Agreements, was approved.**

**FIFTH ORDER OF BUSINESS**

**Discussion: Letter from the Miami-Dade County Department of Regulatory and Economic Resources-Division of Environmental Resources Management (DERM) Regarding the Site Assessment Report Addendum (SARA) Dated December 1, 2018 and Prepared by Ayden Environmental, Inc.**

Mr. Alvarez stated that this had to do with additional sampling in the Northeast Lake, which would increase the expense from \$1,500 per year to \$15,000 per year. SCS Engineers (SCS) would conduct the sampling. He presented a \$15,000 proposal from SCS to Lennar. Ms. Cerbone noted that, if the CDD was taking on the expense, the proposal must be for the CDD. Mr. Alvarez stated that Lennar would continue managing the monitoring but the CDD would pay for it.

**On MOTION by Ms. Baluja and seconded by Ms. Herrera, with all in favor, the SCS Engineers proposal for additional sampling, in a not-to-exceed amount of \$15,000, subject to receipt of a proposal directed to the District, rather than Lennar, was approved.**

**SIXTH ORDER OF BUSINESS**

**Discussion: Notice of Noncompliance – First Notice from the South Florida Water Management District Regarding Permit No. 13-02759-P, Application 040825-4, Miami-Dade County, S17/T53S/R40E**

Mr. Alvarez stated that some reports were prepared but not yet submitted at the time of the letter to the District. Subsequently, the reports were submitted and all items identified in the South Florida Water Management District (SFWMD) letter, were addressed or work was underway on them. He presented the November 30, 2018 letter from the SFWMD acknowledging that the reports were received and allowing until April 30, 2019 for the District to address everything; Lennar was addressing those matters.

**SEVENTH ORDER OF BUSINESS**

**Discussion: Fiscal Year 2020 Annual Budget**

This item was discussed during the Eighth Order of Business.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of February 28, 2019**

Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2019 and discussed budgeting revenues and expenditures for Fiscal Year 2020, particularly the "Field operations" expenses.

**On MOTION by Ms. Baluja and seconded by Mr. Ortiz, with all in favor, the Unaudited Financial Statements as of February 28, 2019, were accepted.**

**NINTH ORDER OF BUSINESS**

**Approval of September 13, 2018 Public Hearing and Regular Meeting Minutes**

Ms. Cerbone presented the September 13, 2018 Public Hearing and Regular Meeting Minutes.

**On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, the September 13, 2018 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**TENTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Pawelczyk reminded the Board Members to file Form 1.

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

This item commenced following the Third Order of Business. Discussion resumed.

Mr. Alvarez stated that Engineer for the Developer to the south of the CDD was in the process of permitting its storm water management system design and needed 2.6 more acres for excess storm water. The Engineer asked if that system could connect into the CDD's conservation area. The CDD currently has sufficient unused acreage so it could allow the Developer to the south to tie into the CDD's system, with no negative impact to the CDD. The annual maintenance cost for the 2.6 acre areas would be approximately \$1,700. Mr. Pawelczyk recommended that Bond and Tax Counsel review this, as they may require the Developer to contribute to the Capital Program that everyone else contributes to; otherwise, it could be interpreted as a private benefit that is not being paid for. It should be reviewed to also make sure that the bonds remain tax-exempt. This has been done in other CDDs but the Developers contributed additional infrastructure or some form of compensation to the District. Further information would be presented at the next meeting.

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

- **NEXT MEETING DATE: May 9, 2019 at 10:00 a.m.**

The next meeting will be held on May 9, 2019 at 10:00 a.m.

**ELEVENTH ORDER OF BUSINESS**

**Public Comments/Supervisors' Requests**

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

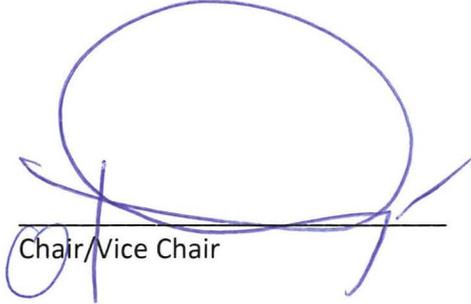
**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

**On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, the meeting adjourned at 11:02 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair