

**LANDMARK AT  
DORAL**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**November 16, 2022**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

# Landmark at Doral Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

November 9, 2022

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Landmark at Doral Community Development District

Dear Board Members:

The Board of Supervisors of the Landmark at Doral Community Development District will hold a Regular Meeting on November 16, 2022, at 4:00 p.m., at the Landmark Clubhouse, 10220 NW 66<sup>th</sup> Street, Doral, Florida 33178. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Allied Universal Security Services Proposal
  - Third Amendment to Maintenance and Parking Enforcement Agreement
4. Authorization of Request for Proposals (RFP) for Annual Audit Services
5. Updates
  - A. Response from FPL to Relocate 17 Palms
  - B. Response from SFWMD Regarding Enforcement Case No. 11428 [Encroachment of Signs in the Entry Wall and Unauthorized Filling of Wetlands]
  - C. Quit Claim Deed to Lennar Homes, LLC, of Tracts R and X, LANDMARK AT DORAL CENTRAL (correction re: 15 square feet)
6. Consideration of Resolution 2023-01, Declaring a Vacancy in Seat 3 of the Board of Supervisors Pursuant to Section 190.006(3)(B), Florida Statutes; and Providing an Effective Date
7. Consent Agenda Items
  - A. Acceptance of Unaudited Financial Statements as of September 30, 2022
  - B. Approval of September 13, 2022 Public Hearings and Regular Meeting Minutes
8. Staff Reports

- A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*
- B. District Engineer: *Alvarez Engineers, Inc.*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*
  - NEXT MEETING DATE: December 21, 2022 at 4:00 P.M.
  - QUORUM CHECK

Odel Torres	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Juan Carlos Tellez	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Su Wun Bosco Leu	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Todd Patterson	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 9. Public Comments
- 10. Supervisors' Requests
- 11. Adjournment

Please do not hesitate to contact me directly at (561) 909-7930 with any questions.

Sincerely,



Daniel Rom  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 528 064 2804**

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**3**



**Landmark at Doral CDD**

Position	Hours Per Week	Pay Wage	Markup	Bill Rate	Overtime/Holiday Rate	Annual Investment
Site Supervisor	40	\$18.50	1.392	\$25.75	\$38.63	\$53,564.16
Security Officers	128	\$16.50	1.392	\$22.97	\$34.45	\$152,875.01
1 Roving Officer 24/7						
<b>TOTAL HOURS PER WEEK</b>	<b>168</b>					<b>\$206,439.17</b>
<b>Average Wage Rate</b>		<b>\$16.98</b>				
Markup						1.392
<b>Cumulative Bill Rate</b>						<b>\$23.63</b>
Security Program of	<b>168 Hours Per Week</b>					\$206,439.17
Estimated Holiday Annual Cost						\$1,984.99
<small>Based on seven (7) recognized Holidays. New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day</small>						
Estimated Subtotal for Security Personnel						\$208,424.16
Annual Heliaus Technology Expense						\$2,100.00
Annual Vehicle Expense						\$11,400.00
Estimated Contract Subtotal						\$221,924.16
Sales Tax @ 7%						Tax Exempt
Estimated Total Annual Cost						\$221,924.16
Estimated Total Monthly Cost						\$18,493.68
Estimated Total Weekly Cost						\$4,267.77
<b>Medical Benefits (Affordable Care Act Compliant Plans)</b>						<b>Included in Bill Rate</b>

123,925  
Est. Fee: 2800

Direct Bill Items			
\$175.00	per device per month plus tax	1	Heliaus Security Software with Samsung SMART Phone

Automobile Option - Direct Bill			
\$950.00	per vehicle per month plus tax	1	2022-2023 Toyota Corolla (or sedan equivalent)
\$1,150.00	per vehicle per month plus tax	0	2022-2023 Chevy Equinox (or SUV equivalent)
Includes: Maintenance, Insurance, Dash Camera, Decal Package, and Standard Strobe Light Bar			
<i>Fuel will be billed based on Actual Consumption</i>			
<i>Allied Universal will bill fuel based on Actual Consumption, as this is the most fair and equitable form of billing fuel. A fuel card will be assigned to the vehicle and fuel purchased will be invoiced.</i>			

Pricing Notes
1- Bill Rate includes payroll taxes and insurances, background and screening, medical benefits, uniforms, training, vacation, 401K, corporate, regional and local overhead, and profit.
2- Vacation costs are based on a new hire schedule. No Grandfathering -Standard Vacation Plan, Years 1-2=40, Years 3-7=80, Years 8+=120 included in rate.
3- Changes in federal, state or local regulation including those set forth by the Affordable Care Act will be passed on.



**Landmark at Doral CDD**

Position	Hours Per Week	Pay Wage	Markup	Bill Rate	Overtime/Holiday Rate	Annual Investment
Security Officers	112	\$17.00	1.400	\$23.80	\$35.70	\$138,611.20
* 1 Roving Officer Monday thru Sunday 3PM-7AM (or 16 hour equivalent) *						
<b>TOTAL HOURS PER WEEK</b>	<b>112</b>					<b>\$138,611.20</b>
Average Wage Rate		\$17.00				
Markup						1.400
<b>Cumulative Bill Rate</b>						<b>\$23.80</b>
Security Program of	[ 112 Hours Per Week ]					\$138,611.20
Estimated Holiday Annual Cost						\$1,332.80
<small>Based on seven (7) recognized Holidays. New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day</small>						
Estimated Subtotal for Security Personnel						\$139,944.00
Annual Helias Technology Expense						\$2,100.00
Annual Vehicle Expense						\$11,400.00
Estimated Contract Subtotal						\$153,444.00
Sales Tax @ 7%						Tax Exempt
<i>Annual Est. Fuel Cost</i>						<i>\$9,000</i>
Estimated Total Annual Cost						\$153,444.00
Estimated Total Monthly Cost						\$12,787.00
Estimated Total Weekly Cost						\$2,950.85
<b>Medical Benefits (Affordable Care Act Compliant Plans)</b>						<b>Included in Bill Rate</b>

*\$162,000*

Direct Bill Items			
\$175.00	per device per month plus tax	1	Helias Security Software with Samsung SMART Phone

Automobile Option - Direct Bill			
\$950.00	per vehicle per month plus tax	1	2022-2023 Toyota Corolla (or sedan equivalent)
\$1,150.00	per vehicle per month plus tax	0	2022-2023 Chevy Equinox (or SUV equivalent)
Includes: Maintenance, Insurance, Dash Camera, Decal Package, and Standard Strobe Light Bar			
<i>Fuel will be billed based on Actual Consumption</i>			
<i>Allied Universal will bill fuel based on Actual Consumption, as this is the most fair and equitable form of billing fuel. A fuel card will be assigned to the vehicle and fuel purchased will be invoiced.</i>			

**Pricing Notes**

1- Bill Rate includes payroll taxes and insurances, background and screening, medical benefits, uniforms, training, vacation, 401K, corporate, regional and local overhead, and profit.

2- Vacation costs are based on a new hire schedule. No Grandfathering -Standard Vacation Plan, Years 1-2=40, Years 3-7=80, Years 8+=120 included in rate.

3- Changes in federal, state or local regulation including those set forth by the Affordable Care Act will be passed on.



**Landmark at Doral GDD**

Position	Hours Per Week	Pay Wage	Markup	Bill Rate	Overtime/Holiday Rate	Annual Investment
* Security Officers	98	\$17.00	1.410	\$23.97	\$35.96	\$122,151.12
* 1 Roving Officer Monday thru Friday 9PM-7AM (or 10 hour equivalent); Saturday 7AM - Monday 7AM*						
<b>TOTAL HOURS PER WEEK</b>	<b>98</b>					<b>\$122,151.12</b>

Average Wage Rate	\$17.00
Markup	1.410
<b>Cumulative Bill Rate</b>	<b>\$23.97</b>

Security Program of	98 Hours Per Week	\$122,151.12
Estimated Holiday Annual Cost		\$1,174.53
<small>Based on seven (7) recognized Holidays. New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day</small>		

Estimated Subtotal for Security Personnel	\$123,325.65
Annual Heliaus Technology Expense	\$2,100.00
Annual Vehicle Expense	\$11,400.00
Estimated Contract Subtotal	\$136,825.65
Sales Tax @ 7%	Tax Exempt
<i>Annual Est. Fuel Cost</i>	<i>\$9,000</i>
Estimated Total Annual Cost	\$136,825.65
Estimated Total Monthly Cost	\$11,402.14
Estimated Total Weekly Cost	\$2,631.26
<b>Medical Benefits (Affordable Care Act Compliant Plans)</b>	<b>Included in Bill Rate</b>

*\$145,825.6*

Direct Bill Items			
\$175.00	per device per month plus tax	1	Heliaus Security Software with Samsung SMART Phone

Automobile Option - Direct Bill			
\$950.00	per vehicle per month plus tax	1	2022-2023 Toyota Corolla (or sedan equivalent)
\$1,150.00	per vehicle per month plus tax	0	2022-2023 Chevy Equinox (or SUV equivalent)
Includes: Maintenance, Insurance, Dash Camera, Decal Package, and Standard Strobe Light Bar			
<i>Fuel will be billed based on Actual Consumption</i>			
<i>Allied Universal will bill fuel based on Actual Consumption, as this is the most fair and equitable form of billing fuel. A fuel card will be assigned to the vehicle and fuel purchased will be invoiced.</i>			

Pricing Notes
1- Bill Rate includes payroll taxes and insurances, background and screening, medical benefits, uniforms, training, vacation, 401K, corporate, regional and local overhead, and profit.
2- Vacation costs are based on a new hire schedule. No Grandfathering -Standard Vacation Plan, Years 1-2=40, Years 3-7=80, Years 8+=120 included in rate.
3- Changes in federal, state or local regulation including those set forth by the Affordable Care Act will be passed on.



**THIRD AMENDMENT TO  
MAINTENANCE AND PARKING ENFORCEMENT AGREEMENT**

**THIS THIRD AMENDMENT TO MAINTENANCE AND PARKING ENFORCEMENT AGREEMENT** (the "Amendment") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between:

**LANDMARK AT DORAL COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Doral, Miami-Dade County, Florida, and whose mailing address is 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (the "District"); and

**LANDMARK AT DORAL HOMEOWNERS ASSOCIATION, INC.**, a Florida not-for-profit corporation, whose address is: 10220 NW 66<sup>th</sup> Street, Doral, Florida 33178 (the "Association").

**WITNESSETH:**

**WHEREAS**, District and Association entered into that certain Maintenance and Parking Enforcement Agreement, dated May 18, 2018, as amended by the First Amendment to Maintenance and Parking Enforcement Agreement, dated May 14, 2019, and as further amended by the Second Amendment to Maintenance and Parking Enforcement Agreement, dated June 9, 2021 (collectively, the "Maintenance Agreement"), providing, among other things, for the maintenance of certain District Improvements, as such term is defined in the Maintenance Agreement; and

**WHEREAS**, the Second Amendment to Maintenance and Parking Enforcement Agreement provided that upon the conveyance of the bike path to and the acceptance by the District of the same, the bike path would be added to the improvements and maintenance areas to be maintained by the Association; and

**WHEREAS**, the bike path has not yet been conveyed to the District, but upon the request of the Association, the parties have agreed to remove the bike path from the improvements and maintenance areas covered by the Maintenance Agreement; and

**WHEREAS**, it is then necessary to update and amend the Second Revised Exhibit "B" of the Maintenance Agreement to remove reference to the bike path and improvements associated with the bike path; and

**WHEREAS**, the Association's legal address has been updated necessitating revisions to Section 11.2, entitled "Notices".

**NOW, THEREFORE**, District and Association hereby declare as follows:

1. The above recitals are true and correct and are incorporated herein by reference.

2. Second Revised Exhibit "B" of the Maintenance Agreement is hereby replaced in its entirety with the Third Revised Exhibit "B" attached hereto and made a part hereof.

3. Section 11.2, entitled "Notices" is hereby replaced in its entirety, as follows:

11.2 **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing (including facsimile) and shall be (as elected by the person giving such notice) hand delivered by prepaid express overnight courier or messenger service or mailed (airmail if international) by registered or certified (postage prepaid), return receipt requested, to the following addresses:

**AS TO THE DISTRICT:** Landmark at Doral Community Development District  
2300 Glades Road, Suite 410W  
Boca Raton, Florida 33431  
Attention: District Manager

**With a copy to:** Billing, Cochran, Lyles, Mauro & Ramsey, P.A.  
SunTrust Center, Sixth Floor  
515 East Las Olas Boulevard  
Fort Lauderdale, Florida 33301  
Attention: Dennis E. Lyles, Esq.

**AS TO THE ASSOCIATION:**  
Landmark at Doral Homeowners Association, Inc.  
10220 NW 66<sup>th</sup> Street  
Doral, Florida 33178  
Attention: President

Notice shall be deemed given upon the earlier of actual receipt, one business days after sending by express overnight courier, or three business days after sending by certified or registered mail.

4. As amended hereby, the Maintenance Agreement shall remain in full force and effect. In the event of any conflict between the provisions of the Maintenance Agreement and the provisions of this Amendment, the provisions of this Amendment shall prevail.

5. This Amendment may be executed in any number of counterparts, each of which will be deemed to be an original, and all of such counterparts will constitute one Amendment. The signature of any party to any counterpart may be appended to any other counterpart.

**IN WITNESS WHEREOF**, the District and the Association have executed this Amendment on the date stated above.

ATTEST:

**LANDMARK AT DORAL COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print name: \_\_\_\_\_  
Secretary/Vice-Secretary

By: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_ day of \_\_\_\_\_, 2021

WITNESSES:

**LANDMARK AT DORAL HOMEOWNERS ASSOCIATION, INC.,**  
a Florida not-for-profit corporation

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
  
\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

(CORPORATE SEAL)

\_\_\_\_\_ day of \_\_\_\_\_, 2021

**THIRD REVISED EXHIBIT “B”  
TO MAINTENANCE AGREEMENT**

**Description of Maintenance Services**

Routine, regular, and necessary maintenance and repair of the Improvements, including but not limited to, aquatics maintenance, landscape material, landscape lighting, and irrigation facilities maintenance, including, but not limited to, mowing the grassed areas, trimming, edging, removing weeds, wet checks, lighting repairs and bulb replacement, irrigation repairs, replacement of irrigation lines and heads, herbicides and pesticide application, tree trimming, routine and regular maintenance of mitigation areas, including, but not limited to removal of exotics per applicable permits, routine and regular inspection, maintenance, and pressure cleaning of sidewalks, curbs, and gutters, routine and regular maintenance of the entrance features, including but not limited to fountains, monuments and signage, and regular trash and debris removal and disposal from all lands described in this exhibit and in the Third Revised Exhibit “A.”

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**5A**

**From:** [Gonzalez, Andrew](#)  
**To:** [Daniel Rom](#)  
**Cc:** [Juan R. Alvarez](#)  
**Subject:** RE: FPL Tree Work Authorization Landmark Doral  
**Date:** Thursday, November 3, 2022 12:34:34 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.jpg](#)  
[image004.png](#)

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Hi Daniel,

I am unable to provide you with replanting or relocation. As a sign of goodwill, I can provide you \$150 gift card per palm.

Regards,  
Andrew Gonzalez  
Vegetation Management  
305-753-3265

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**From:** Daniel Rom <romd@whhassociates.com>  
**Sent:** Thursday, September 15, 2022 12:56  
**To:** Gonzalez, Andrew <Andrew.Gonzalez@fpl.com>  
**Cc:** Juan R. Alvarez <Juan.Alvarez@AlvarezEng.com>  
**Subject:** RE: FPL Tree Work Authorization Landmark Doral

Andrew,

We finally had a CDD meeting on Tuesday and I was able to discuss the Work Auth with the Board. Since these trees were part of the CDD plan, we would need some sort of mitigation efforts if they were to be removed. Would FPL be willing to re-plant something else in replacement of the palm trees, or, relocate and plant the 17 palm trees around the CDD lake?

Thanks,

**Daniel Rom**  
**District Manager**  
**E-Mail:** [romd@whhassociates.com](mailto:romd@whhassociates.com)  
**Wrathell, Hunt and Associates, LLC**  
**[2300 Glades Road, Suite 410W](#)**  
**[Boca Raton, FL 33431](#)**  
**Phone: 561.571.0010**  
**Toll Free: 877.276.0889**  
**Fax: 561.571.0013**  
**Cell: 561.909.7930**  
**[www.whhassociates.com](http://www.whhassociates.com)**

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this office. Instead, contact this office by phone or in writing.

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**6**

**RESOLUTION 2023-01**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LANDMARK AT DORAL COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEAT 3 OF THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Landmark at Doral Community Development District (“**District**”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, on November 8, 2022, two (2) members of the Board of Supervisors (“**Board**”) are to be elected by “**Qualified Electors**,” as that term is defined in Section 190.003, *Florida Statutes*; and

**WHEREAS**, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

**WHEREAS**, at the close of the qualifying period, one (1) Qualified Elector qualified to run for the two (2) seats available for election by the Qualified Electors of the District; and

**WHEREAS**, pursuant to Section 190.006(3)(b), *Florida Statutes*, the Board shall declare Seat 3 vacant, effective the second Tuesday following the general election; and

**WHEREAS**, pursuant to Section 190.006(3)(b), *Florida Statutes*, a Qualified Elector shall be appointed to the vacant seat within 90 days thereafter; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seat available for election as vacant.

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

**SECTION 1.** The following seat is declared vacant effective as of November 22, 2022:

Seat #3 (currently vacant)

**SECTION 2.** Until such time as the District Board appoints a Qualified Elector to fill the vacancy declared in Section 1 above, the incumbent Board Supervisor of that respective seat shall remain in office.

**SECTION 3.** This Resolution shall become effective upon its passage.



**PASSED AND ADOPTED** this 16th day of November, 2022.

ATTEST:

**LANDMARK AT DORAL COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**CONSENT  
AGENDA**

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
SEPTEMBER 30, 2022**

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2022**

	Major Funds				Total Governmental Funds
	General	Debt Service Series 2016	Debt Service Series 2019	Capital Projects Series 2016	
<b>ASSETS</b>					
Cash - SunTrust					
Unreserved	\$ 319,847	\$ -	\$ -	\$ -	\$ 319,847
Reserved for parking garage	15	-	-	-	15
Reserved for south parcel	333	-	-	-	333
Reserved for army corp of engineers	362	-	-	-	362
Investments					
Revenue	-	85,741	398,011	-	483,752
Reserve	-	90,204	-	-	90,204
Prepayment	-	37,919	-	-	37,919
Reserve - senior	-	-	366,800	-	366,800
Reserve - subordinate	-	-	161,500	-	161,500
Due from other funds					
General	-	189	68,971	-	69,160
Due from Merged	5,374	-	37,069	-	42,443
Due from North (Lennar)*	4,837	-	-	-	4,837
Total assets	<u>\$ 330,768</u>	<u>\$ 214,053</u>	<u>\$ 1,032,351</u>	<u>\$ -</u>	<u>\$ 1,577,172</u>
<b>LIABILITIES</b>					
<b>Liabilities</b>					
Due to other funds					
Debt service 2016	\$ 189	\$ -	\$ -	\$ -	\$ 189
Debt service 2019	68,971	-	-	-	68,971
Accounts payable	1,861	-	-	-	1,861
Taxes payable	184	-	-	-	184
Accrued contracts payable	-	-	-	4,633	4,633
Due to Lennar	3,000	-	-	-	3,000
Total liabilities	<u>74,205</u>	<u>-</u>	<u>-</u>	<u>4,633</u>	<u>78,838</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Deferred receipts	10,211	-	37,069	-	47,280
Total deferred inflows of resources	<u>10,211</u>	<u>-</u>	<u>37,069</u>	<u>-</u>	<u>47,280</u>
<b>Fund balances</b>					
Restricted for:					
Debt service	-	214,053	995,282	-	1,209,335
Capital projects	-	-	-	(4,633)	(4,633)
Assigned					
3 months working capital	65,844	-	-	-	65,844
Doral Cay stormwater	34,067	-	-	-	34,067
Unassigned	146,441	-	-	-	146,441
Total fund balances	<u>246,352</u>	<u>214,053</u>	<u>995,282</u>	<u>(4,633)</u>	<u>1,451,054</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 330,768</u>	<u>\$ 214,053</u>	<u>\$ 1,032,351</u>	<u>\$ -</u>	<u>\$ 1,577,172</u>

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll	\$ -	\$ 229,295	\$ 227,901	101%
Assessment levy: off-roll				
North (Lennar)	-	11,824	15,049	79%
Lot closing assessments	-	179	-	N/A
Interest & miscellaneous	3	6,268	-	N/A
Total revenues	<u>3</u>	<u>247,566</u>	<u>242,950</u>	102%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	1,292	1,292	7,747	17%
Management/accounting/recording	3,340	40,080	40,080	100%
Legal - general counsel				
Billing, Cochran, Lyles, Mauro & Ramsey	2,121	23,159	18,000	129%
Engineering	-	15,765	25,000	63%
Audit	-	8,500	8,700	98%
Accounting services - debt service	442	5,305	5,305	100%
Assessment roll preparation	950	11,395	11,395	100%
Arbitrage rebate calculation	-	750	1,500	50%
Dissemination agent	292	3,500	3,500	100%
Trustee	-	7,740	5,500	141%
Postage & reproduction	-	38	500	8%
Printing & binding	42	500	500	100%
Legal advertising	816	1,086	1,500	72%
Office supplies	-	-	500	0%
Annual district filing fee	-	175	175	100%
Insurance: general liability	-	6,405	6,807	94%
ADA website compliance	-	409	210	195%
Website	-	705	705	100%
Contingencies	39	706	1,000	71%
Total professional & administrative	<u>9,334</u>	<u>127,510</u>	<u>138,624</u>	92%

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Field operations</b>				
Monitoring reports	-	-	3,600	0%
Wetlands planting and earthwork	3,600	3,600	16,000	23%
Area management services	-	3,977	7,000	57%
Fence repair	-	-	2,500	0%
Groundwater sampling	-	-	12,500	0%
Environmental investigation	-	-	47,500	0%
Annual permits & plat	-	-	6,000	0%
Roadway maintenance	-	-	1,000	0%
Pedestrian crossing signage	-	5,000	1,000	500%
Contingencies	-	-	4,855	0%
Total field operations	<u>3,600</u>	<u>12,577</u>	<u>101,955</u>	12%
<b>Other fees and charges</b>				
Property appraiser	-	-	1,187	0%
Tax collector	-	2,293	1,187	193%
Total other fees and charges	<u>-</u>	<u>2,293</u>	<u>2,374</u>	97%
Total expenditures	<u>12,934</u>	<u>142,380</u>	<u>242,953</u>	59%
Excess/(deficiency) of revenues over/(under) expenditures	(12,931)	105,186	(3)	
Fund balance - beginning	<u>259,283</u>	<u>141,166</u>	<u>113,478</u>	
Fund balance - ending (projected)	<u>246,352</u>	<u>246,352</u>	<u>113,475</u>	
Assigned				
3 months working capital	65,844	65,844	65,844	
Doral Cay stormwater	34,067	34,067	34,067	
Unassigned	146,441	146,441	13,564	
Fund balance - ending	<u>\$ 246,352</u>	<u>\$ 246,352</u>	<u>\$ 113,475</u>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2016  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments - on roll	\$ -	\$ 183,157	\$ 182,046	101%
Interest	298	601	-	N/A
Total revenues	<u>298</u>	<u>183,758</u>	<u>182,046</u>	101%
<b>EXPENDITURES</b>				
Principal	-	56,000	56,000	100%
Interest	-	124,848	124,848	100%
Total expenditures	<u>-</u>	<u>180,848</u>	<u>180,848</u>	100%
<b>Other fees and charges</b>				
Property appraiser	-	-	948	0%
Tax collector	-	1,831	948	193%
Total other fees and charges	<u>-</u>	<u>1,831</u>	<u>1,896</u>	97%
Total expenditures	<u>-</u>	<u>182,679</u>	<u>182,744</u>	100%
<b>OTHER FINANCING SOURCES/(USES)</b>				
Transfers in	-	37,919	-	N/A
Transfers out	-	(160)	-	N/A
Total other financing sources/(uses)	<u>-</u>	<u>37,759</u>	<u>-</u>	N/A
Excess/(deficiency) of revenues over/(under) expenditures	298	38,838	(698)	
Fund balance - beginning	213,755	175,215	166,131	
Fund balance - ending	<u>\$ 214,053</u>	<u>\$ 214,053</u>	<u>\$ 165,433</u>	



**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2019  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments - on roll	\$ -	\$ 980,166	\$ 974,196	101%
Special assessments - off roll (East)	13,369	81,551	103,792	79%
Interest	1,302	2,902	-	N/A
Lot closing assessments	-	1,235	-	N/A
Total revenues	<u>14,671</u>	<u>1,065,854</u>	<u>1,077,988</u>	99%
<b>EXPENDITURES</b>				
Principal	-	620,000	620,000	100%
Interest	-	439,719	439,719	100%
Total expenditures	<u>-</u>	<u>1,059,719</u>	<u>1,059,719</u>	100%
<b>Other fees and charges</b>				
Property appraiser	-	-	5,074	0%
Tax collector	-	9,801	5,074	193%
Total other fees and charges	<u>-</u>	<u>9,801</u>	<u>10,148</u>	97%
Total expenditures	<u>-</u>	<u>1,069,520</u>	<u>1,069,867</u>	100%
Excess/(deficiency) of revenues over/(under) expenditures	14,671	(3,666)	8,121	
Fund balance - beginning	<u>980,611</u>	<u>998,948</u>	<u>1,008,582</u>	
Fund balance - ending	<u>\$ 995,282</u>	<u>\$ 995,282</u>	<u>\$ 1,016,703</u>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2016  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date
<b>REVENUES</b>		
Interest & miscellaneous	\$ -	\$ 80
Total revenues	-	80
<b>EXPENDITURES</b>		
Construction in progress	575	23,750
Total expenditures	575	23,750
Excess/(deficiency) of revenues over/(under) expenditures	(575)	(23,670)
<b>OTHER FINANCING SOURCES/(USES)</b>		
Transfers in	-	160
Transfers out	-	(37,919)
Total other financing sources/(uses)	-	(37,759)
Net change in fund balance	(575)	(61,429)
Fund balance - beginning	(4,058)	56,796
Fund balance - ending	\$ (4,633)	\$ (4,633)

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2016 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/21		62,423.75	62,423.75	2,590,000.00
05/01/22	56,000.00	62,423.75	118,423.75	2,534,000.00
11/01/22		61,373.75	61,373.75	2,534,000.00
05/01/23	58,000.00	61,373.75	119,373.75	2,476,000.00
11/01/23		60,286.25	60,286.25	2,476,000.00
05/01/24	60,000.00	60,286.25	120,286.25	2,416,000.00
11/01/24		58,861.25	58,861.25	2,416,000.00
05/01/25	63,000.00	58,861.25	121,861.25	2,353,000.00
11/01/25		57,365.00	57,365.00	2,353,000.00
05/01/26	67,000.00	57,365.00	124,365.00	2,286,000.00
11/01/26		55,773.75	55,773.75	2,286,000.00
05/01/27	70,000.00	55,773.75	125,773.75	2,216,000.00
11/01/27		54,111.25	54,111.25	2,216,000.00
05/01/28	73,000.00	54,111.25	127,111.25	2,143,000.00
11/01/28		52,377.50	52,377.50	2,143,000.00
05/01/29	77,000.00	52,377.50	129,377.50	2,066,000.00
11/01/29		50,548.75	50,548.75	2,066,000.00
05/01/30	80,000.00	50,548.75	130,548.75	1,986,000.00
11/01/30		48,648.75	48,648.75	1,986,000.00
05/01/31	84,000.00	48,648.75	132,648.75	1,902,000.00
11/01/31		46,653.75	46,653.75	1,902,000.00
05/01/32	88,000.00	46,653.75	134,653.75	1,814,000.00
11/01/32		44,563.75	44,563.75	1,814,000.00
05/01/33	93,000.00	44,563.75	137,563.75	1,721,000.00
11/01/33		42,355.00	42,355.00	1,721,000.00
05/01/34	97,000.00	42,355.00	139,355.00	1,624,000.00
11/01/34		40,051.25	40,051.25	1,624,000.00
05/01/35	102,000.00	40,051.25	142,051.25	1,522,000.00
11/01/35		37,628.75	37,628.75	1,522,000.00
05/01/36	107,000.00	37,628.75	144,628.75	1,415,000.00
11/01/36		35,087.50	35,087.50	1,415,000.00
05/01/37	112,000.00	35,087.50	147,087.50	1,303,000.00

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2016 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/37		32,427.50	32,427.50	1,303,000.00
05/01/38	118,000.00	32,427.50	150,427.50	1,185,000.00
11/01/38		29,625.00	29,625.00	1,185,000.00
05/01/39	124,000.00	29,625.00	153,625.00	1,061,000.00
11/01/39		26,525.00	26,525.00	1,061,000.00
05/01/40	130,000.00	26,525.00	156,525.00	931,000.00
11/01/40		23,275.00	23,275.00	931,000.00
05/01/41	136,000.00	23,275.00	159,275.00	795,000.00
11/01/41		19,875.00	19,875.00	795,000.00
05/01/42	143,000.00	19,875.00	162,875.00	652,000.00
11/01/42		16,300.00	16,300.00	652,000.00
05/01/43	151,000.00	16,300.00	167,300.00	501,000.00
11/01/43		12,525.00	12,525.00	501,000.00
05/01/44	159,000.00	12,525.00	171,525.00	342,000.00
11/01/44		8,550.00	8,550.00	342,000.00
05/01/45	167,000.00	8,550.00	175,550.00	175,000.00
11/01/45		4,375.00	4,375.00	175,000.00
05/01/46	175,000.00	4,375.00	179,375.00	-
<b>Total</b>	<b>2,590,000.00</b>	<b>1,963,175.00</b>	<b>4,553,175.00</b>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2019 SENIOR BONDS AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/21			146,175.00	146,175.00	9,745,000.00
05/01/22	445,000.00	3.000%	146,175.00	591,175.00	9,300,000.00
11/01/22			139,500.00	139,500.00	9,300,000.00
05/01/23	460,000.00	3.000%	139,500.00	599,500.00	8,840,000.00
11/01/23			132,600.00	132,600.00	8,840,000.00
05/01/24	475,000.00	3.000%	132,600.00	607,600.00	8,365,000.00
11/01/24			125,475.00	125,475.00	8,365,000.00
05/01/25	490,000.00	3.000%	125,475.00	615,475.00	7,875,000.00
11/01/25			118,125.00	118,125.00	7,875,000.00
05/01/26	500,000.00	3.000%	118,125.00	618,125.00	7,375,000.00
11/01/26			110,625.00	110,625.00	7,375,000.00
05/01/27	520,000.00	3.000%	110,625.00	630,625.00	6,855,000.00
11/01/27			102,825.00	102,825.00	6,855,000.00
05/01/28	535,000.00	3.000%	102,825.00	637,825.00	6,320,000.00
11/01/28			94,800.00	94,800.00	6,320,000.00
05/01/29	550,000.00	3.000%	94,800.00	644,800.00	5,770,000.00
11/01/29			86,550.00	86,550.00	5,770,000.00
05/01/30	565,000.00	3.000%	86,550.00	651,550.00	5,205,000.00
11/01/30			78,075.00	78,075.00	5,205,000.00
05/01/31	585,000.00	3.000%	78,075.00	663,075.00	4,620,000.00
11/01/31			69,300.00	69,300.00	4,620,000.00
05/01/32	600,000.00	3.000%	69,300.00	669,300.00	4,020,000.00
11/01/32			60,300.00	60,300.00	4,020,000.00
05/01/33	620,000.00	3.000%	60,300.00	680,300.00	3,400,000.00
11/01/33			51,000.00	51,000.00	3,400,000.00
05/01/34	640,000.00	3.000%	51,000.00	691,000.00	2,760,000.00
11/01/34			41,400.00	41,400.00	2,760,000.00
05/01/35	660,000.00	3.000%	41,400.00	701,400.00	2,100,000.00
11/01/35			31,500.00	31,500.00	2,100,000.00
05/01/36	680,000.00	3.000%	31,500.00	711,500.00	1,420,000.00
11/01/36			21,300.00	21,300.00	1,420,000.00
05/01/37	700,000.00	3.000%	21,300.00	721,300.00	720,000.00
11/01/37			10,800.00	10,800.00	720,000.00
05/01/38	720,000.00	3.000%	10,800.00	730,800.00	-
<b>Total</b>	<b>9,745,000.00</b>		<b>2,840,700.00</b>	<b>12,585,700.00</b>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2019 SUBORDINATED BONDS AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/21			73,684.38	73,684.38	4,000,000.00
05/01/22	175,000.00	3.125%	73,684.38	248,684.38	3,825,000.00
11/01/22			70,950.00	70,950.00	3,825,000.00
05/01/23	180,000.00	3.125%	70,950.00	250,950.00	3,645,000.00
11/01/23			68,137.50	68,137.50	3,645,000.00
05/01/24	185,000.00	3.125%	68,137.50	253,137.50	3,460,000.00
11/01/24			65,246.88	65,246.88	3,460,000.00
05/01/25	195,000.00	3.375%	65,246.88	260,246.88	3,265,000.00
11/01/25			61,956.25	61,956.25	3,265,000.00
05/01/26	200,000.00	3.375%	61,956.25	261,956.25	3,065,000.00
11/01/26			58,581.25	58,581.25	3,065,000.00
05/01/27	205,000.00	3.375%	58,581.25	263,581.25	2,860,000.00
11/01/27			55,121.88	55,121.88	2,860,000.00
05/01/28	215,000.00	3.375%	55,121.88	270,121.88	2,645,000.00
11/01/28			51,493.75	51,493.75	2,645,000.00
05/01/29	220,000.00	3.375%	51,493.75	271,493.75	2,425,000.00
11/01/29			47,781.25	47,781.25	2,425,000.00
05/01/30	230,000.00	3.375%	47,781.25	277,781.25	2,195,000.00
11/01/30			43,900.00	43,900.00	2,195,000.00
05/01/31	240,000.00	4.000%	43,900.00	283,900.00	1,955,000.00
11/01/31			39,100.00	39,100.00	1,955,000.00
05/01/32	245,000.00	4.000%	39,100.00	284,100.00	1,710,000.00
11/01/32			34,200.00	34,200.00	1,710,000.00
05/01/33	255,000.00	4.000%	34,200.00	289,200.00	1,455,000.00
11/01/33			29,100.00	29,100.00	1,455,000.00
05/01/34	270,000.00	4.000%	29,100.00	299,100.00	1,185,000.00
11/01/34			23,700.00	23,700.00	1,185,000.00
05/01/35	280,000.00	4.000%	23,700.00	303,700.00	905,000.00
11/01/35			18,100.00	18,100.00	905,000.00
05/01/36	290,000.00	4.000%	18,100.00	308,100.00	615,000.00
11/01/36			12,300.00	12,300.00	615,000.00
05/01/37	300,000.00	4.000%	12,300.00	312,300.00	315,000.00
11/01/37			6,300.00	6,300.00	315,000.00
05/01/38	315,000.00	4.000%	6,300.00	321,300.00	-
<b>Total</b>	<b>4,000,000.00</b>		<b>1,519,306.25</b>	<b>5,519,306.25</b>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

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

The Board of Supervisors of the Landmark at Doral Community Development District held Multiple Public Hearings and a Regular Meeting on September 13, 2022, at 4:00 p.m., at The Landmark Clubhouse, 10220 NW 66<sup>th</sup> Street, Doral, Florida 33178.

**Present for Landmark at Doral CDD:**

Su Wun Bosco Leu	Chair
Todd Patterson	Vice Chair
Odel Torres	Assistant Secretary

**Also present were:**

Daniel Rom	District Manager
Ginger Wald	District Counsel
Juan Alvarez	District Engineer
Dillon Reio (via telephone)	SCS Engineers
Jenny Carolina Garcia	Resident
Yasenka Peterson	Resident
Juan Carlos Tellez	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 4:10 p.m. Supervisors Bosco, Patterson and Torres were present, in person. Two seats were vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

- **Update: Status of Request to DERM for Additional Extension for Site Assessment Report Addendum (SARA) Submittal by SCS Engineers**

**This item, previously the Fifteenth Order of Business, was presented out of order.**

Mr. Reio presented the updated "Response to Comments and Site Assessment Report Addendum" submitted to the Department of Environmental Resources Management (DERM).



39 He stated DERM is requiring additional delineation for iron in the groundwater at the site.  
40 Delineation has been obtained to the east and the south of the property boundary and is still  
41 needed to the north and to the west. Access to the property to the north was requested but the  
42 property owner did not respond to the requests. DERM's latest response recommended taking  
43 samples from all on-site wells to determine the additional delineation needed in various  
44 directions.

45 Mr. Bosco questioned the need to re-sample the wells.

46 Mr. Reio stated DERM prefers groundwater data less than nine months old and some of  
47 the current data is over one year old; groundwater conditions change and fluctuate between  
48 the wet and dry seasons. As noted in SCS's March 11, 2021 memo, SCS's strategy is a long-term  
49 process. Installation of a new cluster well to the north and an intermediate well to the west are  
50 needed. If the northern owners continue refusing to cooperate, they may be responsible for  
51 any contamination found on their property in the future.

52 Re-sampling, installation of new wells, CDD boundaries and scheduling the re-sampling  
53 were discussed.

54 Mr. Reio recommended the CDD do what it can and put the rest on DERM.

55 Discussion ensued regarding well installation locations and the associated costs.

56 Mr. Reio discussed the importance of documentation and stated that monitoring might  
57 be required, in perpetuity.

58 Mr. Reio will consult with DERM in advance to ensure the intended well location is  
59 acceptable. DERM is extremely data-driven so test results are needed to support any  
60 conclusions.

61 Discussion ensued regarding a not-to-exceed amount for the work.

62 Mr. Reio will advise if funds remain to pay for another well installation; re-testing all  
63 wells is another change in scope. DERM will be consulted to determine which wells need to be  
64 re-tested to hopefully save costs.

65 **Mr. Reio left the meeting at 4:32 p.m.**

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67 **THIRD ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired  
Term of Seat 2 (Term Expires November  
2022)**

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- **Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in separate package*)**
  - I. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
  - II. **Membership, Obligations and Responsibilities**
  - III. **Financial Disclosure Forms**
    - a. **Form 1: Statement of Financial Interests**
    - b. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
    - c. **Form 1F: Final Statement of Financial Interests**
  - IV. **Form 8B – Memorandum of Voting Conflict**

Mr. Rom stated two individuals qualified for seats in the General Election.

This item was deferred.

**FOURTH ORDER OF BUSINESS**

**Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 3 (*Term Expires November 2022*)**

- **Administration of Oath of Office**

This item was deferred.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-06, Designating Certain Officers of the District, and Providing for an Effective Date**

This item was deferred.

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2022/2023 Budget**

- A. **Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

- B. **Consideration of Resolution 2022-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending**

104 **September 30, 2023; Authorizing Budget Amendments; and Providing an Effective**  
105 **Date**

106 Mr. Rom presented Resolution 2022-07. He reviewed the proposed Fiscal Year 2023  
107 budget, which was presented in detail at the last meeting. A line item was added for “Wetlands  
108 vegetation trimming” to address overgrowth in the conservation areas, at the request of the  
109 City; a proposal from BrightView would be presented later in the meeting. The goal of keeping  
110 the per-unit Operation & Maintenance (O&M) portion of the assessment at or below \$350 was  
111 achieved.

112 Discussion ensued regarding the need to determine funding for security and the desired  
113 hours for security.

114 Mr. Rom suggested designating a Board Member to work with him to develop a scope of  
115 services. A “Security services” line item was added and \$150,000 was budgeted.

116 Ms. Wald discussed the need for a scope of services in order to publish a Request for  
117 Proposals (RFP), including the services to be provided and funded by the CDD versus the HOA.  
118 The CDD can develop the scope of services, publish the RFP and consider proposals or enter  
119 into an Agreement with the HOA whereby the HOA will provide services and the CDD will  
120 provide funding, as long as the security is general security for the CDD.

121 Discussion ensued about staffing, developing the scope of services and the RFP process.

122

123 **On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, the**  
124 **Public Hearing was opened.**

125

126

127 No members of the public spoke.

128

129 **On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, the**  
130 **Public Hearing was closed.**

131

132

133 **On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor,**  
134 **Resolution 2022-07, Relating to the Annual Appropriations and Adopting the**  
135 **Budget for the Fiscal Year Beginning October 1, 2022, and Ending September**  
136 **30, 2023; Authorizing Budget Amendments; and Providing an Effective Date,**  
137 **was adopted.**

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**SEVENTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Special Assessments for Operations and Maintenance for Fiscal Year 2022/2023, Pursuant to Florida Law**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2022-08.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the Public Hearing was opened.**

In response to a question from the public, Mr. Rom stated the agenda is posted on the CDD website, [www.landmarkatdoralcdd.net](http://www.landmarkatdoralcdd.net).

**On MOTION by Mr. Torres and seconded by Mr. Bosco, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Torres and seconded by Mr. Bosco, with all in favor, Resolution 2022-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-09, Providing the District Manager, Daniel Rom or Craig Wrathell from the District**

176 Management Firm, Wrathell, Hunt &  
 177 Associates, LLC, With Limited Discretionary  
 178 Spending Authority Under Conditions  
 179 Specified Herein; Authorizing the District  
 180 Manager to Execute Certain Agreements  
 181 and Proposals on Behalf of the District in  
 182 Connection With Such Authority; Providing  
 183 for Reporting to and Ratification by the  
 184 Board of Supervisors; and Providing for an  
 185 Effective Date and for Termination  
 186

187 Mr. Rom presented Resolution 2022-09.

188

189 **On MOTION by Mr. Torres and seconded by Mr. Bosco, with all in favor,**  
 190 **Resolution 2022-09, Providing the District Manager, Daniel Rom or Craig**  
 191 **Wrathell from the District Management Firm, Wrathell, Hunt & Associates, LLC,**  
 192 **With Limited Discretionary Spending Authority Under Conditions Specified**  
 193 **Herein; Authorizing the District Manager to Execute Certain Agreements and**  
 194 **Proposals on Behalf of the District in Connection With Such Authority;**  
 195 **Providing for Reporting to and Ratification by the Board of Supervisors; and**  
 196 **Providing for an Effective Date and for Termination, was adopted.**

197

198

199 **NINTH ORDER OF BUSINESS**

**Presentation of Engineer’s Report**

200

201 Mr. Alvarez presented the District Engineer’s Report as required by the Master Trust  
 202 Indenture for the Series’ 2006 and 2016 bonds. He described the portions of improvements  
 203 funded by each bond series and noted the following:

- 204 ➤ All projects intended to be funded by the Series 2006 bonds were completed.
- 205 ➤ The only project still to be completed and funded by the Series 2016 bonds is the final  
 206 lift of asphalt. Remaining funds are reserved for that expense.

207 Mr. Alvarez responded to questions regarding the Report.

208 Discussion ensued regarding the timing of the final lift of asphalt and remaining work to  
 209 be done. Mr. Rom will contact Lennar regarding the timing of the final lift of asphalt.

210 A question was raised regarding trash service. The consensus was that trash is not a CDD  
 211 issue, as the CDD does not own the facility.

212 **The meeting recessed at 5:06 p.m., and reconvened at 5:07 p.m.**

213 Mr. Bosco stated he received an email regarding installing speed bumps in the  
 214 community. Mr. Rom stated he forwarded a Traffic Study that can be shared with residents.

215

216 **On MOTION by Mr. Patterson and seconded by Mr. Bosco, with all in favor, the**  
 217 **Third Supplemental Engineer’s Report, dated July 1, 2022, was accepted.**

218

219

220 Mr. Bosco stated residents expressed interest in having speed bumps installed on CDD  
 221 roads. Mr. Rom stated an Engineering Study would be required. Mr. Alvarez discussed the need  
 222 to justify an expenditure for speed bumps by demonstrating a need for them. Mr. Rom stated  
 223 speed bumps were not included in the Fiscal Years 2022 or 2023 budgets. Ms. Wald stated  
 224 anything requiring a permit must go through the City and, if the City will not issue a permit, the  
 225 CDD cannot proceed.

226 Discussion ensued about speeding and coordinating with work being done by the HOA.

227

228 **TENTH ORDER OF BUSINESS**

**Presentation of Audited Basic Financial  
 Statements for the Fiscal Year Ended  
 September 30, 2021, Prepared by Keefe  
 McCullough**

229

230

231

232

233 Mr. Rom presented the Audited Annual Financial Report for the Fiscal Year Ended  
 234 September 30, 2021. There were no findings, recommendations, deficiencies on internal  
 235 control, irregularities or instances of noncompliance; it was an unmodified opinion, otherwise  
 236 known as a clean audit.

237

238 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-10,  
 Hereby Accepting the Audited Basic  
 Financial Statements for the Fiscal Year  
 Ended September 30, 2021**

239

240

241

242

243 Mr. Rom presented Resolution 2022-10.

244

245 **On MOTION by Mr. Torres and seconded by Mr. Bosco, with all in favor,**  
 246 **Resolution 2022-10, Hereby Accepting the Audited Basic Financial Statements**  
 247 **for the Fiscal Year Ended September 30, 2021, was adopted.**

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**TWELFTH ORDER OF BUSINESS**

**Ratification of BrightView Landscape Services Proposal for Extra Work (Removal of Growth Coming Over Guardrail Along 62nd St From 102nd Ave to NW 104th Path)**

Mr. Rom presented the BrightView Landscape Services Proposal for Extra Work for removal of growth over the guardrail along 62<sup>nd</sup> Street from 102<sup>nd</sup> Avenue to NW 104<sup>th</sup> Path, previously executed by the Chair.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the BrightView Landscape Services Proposal for Extra Work, in the amount of \$3,600.01, was ratified.**

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of BrightView Landscape Services Proposal for Extra Work (Upland Buffer Planting as Per Plans Dated 4/20/2022)**

Mr. Alvarez stated the proposal needs to be modified as palm trees are not desired. Discussion ensued regarding the need to remove palm trees and watering.

Regarding watering, Ms. Wald stated the contract needs clarification. It was noted that a not-to-exceed amount for this project was already approved. Ms. Wald suggested directing Staff to negotiate the scope of work and the agreement, subject to the total remaining within the already approved not-to-exceed amount of \$12,000.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of FPL Request for Removal of 17 Palms**

Mr. Rom presented the request from Florida Power & Light (FPL) for removal of 17 palm trees.

Discussion ensued regarding removal of 17 palm trees and means of mitigating the loss. Staff was directed to explain the mitigation issue to FPL and indicate that the Board will identify a suitable location for relocation, if FPL is willing to do it.

285 **FIFTEENTH ORDER OF BUSINESS** **Update: Status of Request to DERM for**  
286 **Additional Extension for Site Assessment**  
287 **Report Addendum (SARA) Submittal by SCS**  
288 **Engineers**  
289

290 This item was presented following the Second Order of Business.  
291

292 **SIXTEENTH ORDER OF BUSINESS** **Update: Status of SFWMD Enforcement**  
293 **Case No. 11428 – Encroachment of Signs in**  
294 **the Entry Wall and Unauthorized Filling of**  
295 **Wetlands**  
296

297 Mr. Rom stated that the South Florida Water Management District (SFWMD) requested  
298 additional information from the District Engineer. Mr. Alvarez confirmed that the information  
299 was sent by Lennar; a response from the SFWMD is pending.  
300

301 **SEVENTEENTH ORDER OF BUSINESS** **Discussion/ Consideration of Quit Claim**  
302 **Deed to Lennar Homes, LLC, of Tracts R and**  
303 **X, LANDMARK AT DORAL CENTRAL**  
304 **(correction re: 15 square feet)**  
305

306 Mr. Rom stated the Board previously approved a corrective deed; a response is pending.  
307

308 **EIGHTEENTH ORDER OF BUSINESS** **Discussion: 20% Cleaning of Stormwater**  
309 **Drainage**  
310

311 Mr. Alvarez stated a five-year plan must be developed such that every year the CDD  
312 cleans 20% of the stormwater drainage infrastructure. Referring to a map of the CDD, he  
313 identified those stormwater drains most in need of cleaning and stated, if Lennar cleans a  
314 section of drains, the total cleaned for the year will be closer to 40%. He identified the portion  
315 of the inlets most in need of maintenance and suggested obtaining bids.

316 Mr. Bosco stated the plan is good but the HOA spent a good amount performing  
317 cleanings the previous year to cure a violation. The City also cleans a portion of the drains and  
318 suggested coordinating with the HOA and the City to determine what was cleaned and adjust  
319 the CDD's scope accordingly. This would also allow the HOA to adjust its future planned



320 cleanings based on CDD cleanings. Mr. Rom will contact Ms. Cynthia Duarte to determine the  
 321 name of the vendor and the drains cleaned.

322

323 **NINETEENTH ORDER OF BUSINESS** **Ratification of Stormwater Needs Analysis**

324

325 Mr. Rom discussed the 20-year Stormwater Management Needs Analysis Report  
 326 required to document the CDD’s anticipated future stormwater system needs. The initial Report  
 327 was submitted in a timely manner.

328 Mr. Alvarez stated the State wants to know how much the CDD will spend on  
 329 stormwater management in the next 20 years. He estimated the cost to be approximately  
 330 \$39,000 every year; the budget only reflects \$20,000 for Fiscal Year 2023 because Lennar is  
 331 going to clean a portion in Fiscal Year 2023 but, in future years, the CDD will need to budget for  
 332 the full cost.

333

334 **On MOTION by Mr. Patterson and seconded by Mr. Bosco, with all in favor, the**  
 335 **Stormwater Management Needs Analysis Report, was ratified.**

336

337

338 **TWENTIETH ORDER OF BUSINESS** **Consent Agenda Items**

339

340 Mr. Rom presented the following:

- 341 **A. Acceptance of Unaudited Financial Statements as of July 31, 2022**
- 342 **B. Approval of May 18, 2022 Regular Meeting Minutes**

343

344 **On MOTION by Mr. Torres and seconded by Mr. Bosco, with all in favor, the**  
 345 **Consent Agenda Items, as presented, were accepted and approved.**

346

347

348 **TWENTY-FIRST ORDER OF BUSINESS** **Staff Reports**

349

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

351 There was no report.

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

353 Mr. Alvarez stated the vegetation on 62<sup>nd</sup> Avenue will need to be trimmed every three  
354 months. He discussed the BrightView proposal and responded to questions. The consensus was  
355 that the maintenance frequency can be adjusted if necessary.

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

357 **I. 1,039 Registered Voters in District as of April 15, 2022**

358 **II. NEXT MEETING DATE: October 19, 2022 at 4:00 P.M.**

359 **o QUORUM CHECK**

360 The next meeting will be held on October 19, 2022, unless canceled.

361 Discussion ensued regarding obtaining a security services proposal later in the calendar  
362 year, due to the January 1, 2023 start date, and Mr. Rom working with the HOA to determine  
363 the security coverage needed.

364

365 **TWENTY-SECOND ORDER OF BUSINESS Public Comments**

366

367 Resident Jenny Garcia inquired about streetlights.

368

369 **TWENTY-THIRD ORDER OF BUSINESS Supervisors' Requests**

370

371 The Board directed the District Engineer to make sure the fence is repaired.

372

373 **TWENTY-FOURTH ORDER OF BUSINESS Adjournment**

374

375 There being nothing further to discuss, the meeting adjourned.

376

377 **On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the**  
378 **meeting adjourned at 5:51 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS**

**LANDMARK AT DORAL COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE**

**LOCATION**

*Landmark Clubhouse, 10220 NW 66th Street, Doral, Florida 33178*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 19, 2022 CANCELED</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>November 16, 2022</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>December 21, 2022</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>January 18, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>February 15, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>March 15, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>April 19, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>May 17, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>June 21, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>July 19, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>August 16, 2023</b>	<b>Regular Meeting</b>	<b>4:00 PM</b>
<b>September 20, 2023</b>	<b>Public Hearing &amp; Regular Meeting</b>	<b>4:00 PM</b>