

**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 November 16, 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
Michael Pawelczyk	District Counsel
Juan Alvarez	District Engineer
Jorge Finol	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 4:07 p.m. Supervisors Bosco, Patterson and Torres were present, in person. Supervisor-Elect Tellez was not present. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Allied Universal Security Services Proposal**

- **Third Amendment to Maintenance and Parking Enforcement Agreement**

Mr. Rom compared Allied Universal Security Services Proposals and various scopes of services.

**The meeting recessed briefly and reconvened at 4:09 p.m.**

Mr. Rom stated the \$165,000 proposal exceeds the \$150,000 budgeted for Fiscal Year 2023 but the contract amount, if approved, will be offset since the contract would commence later in Fiscal Year 2023.

Discussion ensued regarding determining the number of security hours allotted to the CDD compared to the HOA, the CDD’s tax exempt status, termination clause and the HOA managing the contract for both entities.

Mr. Rom was advised to negotiate a contract with the HOA. The CDD and HOA contracts should include language in the indemnification and insurance clauses that name both parties as additional insured.

**On MOTION by Mr. Bosco and seconded by Mr. Patterson, with all in favor, the Allied Universal Security Services Proposal, in a not-to-exceed amount of \$165,000, and authorizing District Counsel to prepare an Agreement and for the Chair or Vice Chair to execute, was approved.**

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the Fourth Amendment to the Maintenance and Parking Enforcement Agreement with the HOA and authorizing the Chair or Vice Chair to execute, was approved.**

**FOURTH ORDER OF BUSINESS**

**Authorization of Request for Proposals (RFP) for Annual Audit Services**

Mr. Rom presented a request for a rate increase of about \$1,600, of which the CDD budgeted \$8,900, from McDirmit Davis, the CDD’s current Auditor. The Board decided to put the contract out to bid; bid results will be presented at the January meeting.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, authorizing the District Manager to advertise a Request for Proposals for Annual Audit Services, was approved.**

**FIFTH ORDER OF BUSINESS**

**Updates**

**A. Response from FPL to Relocate 17 Palms**

Mr. Rom stated that Florida Power & Light (FPL) responded that it can give the CDD gift cards for \$150 per tree in lieu of relocating the 17 palm trees.

This item will be removed from future agendas.

**B. Response from SFWMD Regarding Enforcement Case No. 11428 [Encroachment of Signs in the Entry Wall and Unauthorized Filling of Wetlands]**

Mr. Rom stated that a response from the South Florida Water Management District (SFWMD) regarding the information that Lennar sent is pending.

**C. Quit Claim Deed to Lennar Homes, LLC, of Tracts R and X, LANDMARK AT DORAL CENTRAL (correction re: 15 square feet)**

Mr. Rom stated that the response from Lennar’s Attorney is pending.

Mr. Bosco stated that the CDD owns several small pieces of property that should be conveyed to the builders.

**SIXTH ORDER OF BUSINESS**

**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 for an Effective Date**

Mr. Rom presented Resolution 2023-01.

**On MOTION by Mr. Patterson and seconded by Mr. Torres, with all in favor, 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 for an Effective Date, was adopted.**

Mr. Pawelczyk stated that the Board has 90 days to fill vacant Seat 3 but, if the Board appoints someone today, it must re-appoint them or someone else later, as the term of Seat 3 does not officially expire until November 22, 2022. Mr. Rom stated that Supervisor-Elect Tellez was elected unopposed to Seat 2 in the General Election and will be sworn in after the two-week grace period to allow for challenges to expire.

- **Appointment to Fill Vacant Seat 3/Administration of Oath of Office to Newly Appointed Supervisor**

**This item was an addition to the agenda.**

Mr. Bosco nominated Mr. Jorge Finol to fill Seat 3. No other nominations were made.

**On MOTION by Mr. Patterson and seconded by Mr. Torres, with all in favor, the appointment of Mr. Jorge Finol to fill Seat 3, was approved.**

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Jorge Finol. He will review the Supervisor’s package with Mr. Finol after the meeting.

**SEVENTH ORDER OF BUSINESS**

**Consent Agenda Items**

Mr. Rom presented the following:

**A. Acceptance of Unaudited Financial Statements as of September 30, 2022**

The next financial statements will reflect the correction to the construction fund.

**B. Approval of September 13, 2022 Public Hearings and Regular Meeting Minutes**

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

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

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

There was no report.

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

Mr. Alvarez distributed and reviewed the final Environmental Monitoring Report submitted to the SFWMD and stated that, per the Covenant, the CDD will be required to monitor the area in perpetuity. He reviewed photographs of the area and distributed a \$10,883.11 BrightView proposal dated October 26, 2022 in which the Environmental Consultant suggested planting upland plants. He responded to questions about the quantity and pricing.

Mr. Alvarez distributed BrightView proposals to trim vegetation on 62<sup>nd</sup> Avenue for the first and second six-month periods.

Discussion ensued regarding the frequency to spray and trim separately and pricing.

Mr. Alvarez will obtain proposals for quarterly spraying and/or weeding and annual trimming, when needed.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the BrightView proposal, with the addition of spraying services, in a not-to-exceed amount of \$4,000, was approved.**

Mr. Alvarez presented proposals submitted in April to install a fountain and lighting. He will confirm that the pricing has not changed and provide an update at the next meeting.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the proposals to install a fountain and lighting, in an amount not-to-exceed 10% above the original proposal amount of \$14,383, was approved.**

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

- **NEXT MEETING DATE: December 21, 2022 at 4:00 P.M.**
  - **QUORUM CHECK**

The December 21, 2022 meeting was cancelled. The next meeting will be held on January 18, 2023.

Discussion ensued regarding future agenda items, difficulty obtaining proposals and the ability to establish a quorum in January.

Mr. Pawelczyk discussed the RFP process.

**NINTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There were no Supervisors' requests.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Finol and seconded by Mr. Torres, with all in favor, the meeting adjourned at 5:09 p.m.**



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Secretary/Assistant Secretary



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Chair/Vice Chair