

**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 June 15, 2023, at 4:00 p.m., at The Landmark Clubhouse, 10220 NW 66th Street, Doral, Florida 33178.

Present for Landmark at Doral CDD:

Su-Wun Bosco Leu	Chair
Todd Patterson (via telephone)	Vice Chair
Odel Torres	Assistant Secretary
Juan Carlos Tellez (via telephone)	Assistant Secretary
Jorge Finol	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Gregory George	District Counsel
Dillon Reio (via telephone)	SCS Engineering
Marco Hernandez (via telephone)	SCS Engineering

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 4:09 p.m.

Supervisors Bosco, Torres and Finol were present, in person. Supervisors Tellez and Patterson attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Update: SCS Engineers Response to Comments and Site Assessment Report Addendum II

Mr. Reio presented the SCS Engineers Response to Comments and Site Assessment Report Addendum II, and noted the following:

- The monitoring well re-testing essentially confirmed the concentrations observed over the past several years. Additionally, monitoring well 91 (MW-91) that was installed further west in the community had a similar concentration as observed in the lake tract.
- The recommendations in the report are to try using some of the data in the vicinity, as the County allows, to try determining if there are background concentrations indicative of a subregional area for shallow groundwater. The intermediate portion continues to be higher; the only option is to continue trying to delineate, with the goal of entering into a restrictive covenant with the County to restrict groundwater usage in the immediate vicinity and to those delineation wells. A response from the northern property owners is pending.

Asked where additional wells would be installed, Mr. Reio stated additional intermediate delineation wells are needed to the west, north and south, as well as additional sampling at existing wells. In the shallow portion of the aquifer, additional delineation to the north is needed. If the neighbor to the north will not comply, the CDD can at least demonstrate to the Department of Environmental Resources Management (DERM) that a good faith effort was made. Upon receiving a response from DERM, re-testing can commence.

FOURTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Vacant Seat 3; Term Expires November 2026

Mr. Rom stated Mr. Finol showed interest and was nominated and appointed in November, prior to the General Election appeal period expiring. After 90 days it was necessary to declare the Seat vacant and, because there was no qualifying elector, Mr. Finol continued as a holdover in the Seat pending reappointment or replacement.

Mr. Torres nominated Mr. Jorge Finol to fill Seat 3.

No other nominations were made.

On MOTION by Mr. Bosco and seconded by Mr. Finol, with all in favor, appointment of Mr. Jorge Finol to Seat 3, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor (the following to be provided in a separate package**

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Jorge Finol. Mr. Finol is already familiar with the following:

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
- D. **Form 8B – Memorandum of Voting Conflict**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-03, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Rom presented Resolution 2023-03. Mr. Torres nominated the following slate:

Su-Wun Bosco Leu	Chair
Todd Patterson	Vice Chair
Odel Torres	Assistant Secretary
Jorge Finol	Assistant Secretary
Juan Carlos Tellez	Assistant Secretary
Daniel Rom	Assistant Secretary

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Bosco and seconded by Mr. Finol, with all in favor, Resolution 2023-03, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

- **Consideration of Resolution 2023-04, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

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

Mr. Rom presented Resolution 2023-04. He reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

Discussion ensued regarding field operations expenses and expenditures.

Mr. Rom stated, while the security services contract is estimated to cost \$250,000, the contract will be effective January 1, 2024 and, due to the proration for different fiscal years, only \$187,500 is represented in the proposed Fiscal Year 2024 budget.

Mr. Bosco believes the HOA is paying electrical costs for the fountain. Mr. Rom stated Mr. Alvarez was unable to attend today, so he will confirm with him and determine if a sub-meter is needed.

Discussion ensued regarding potential increases for fencing, landscape improvements, roadway maintenance and median lighting.

The following changes were made to the proposed Fiscal Year 2024 budget:

Page 2, "Landscape improvements" line item: Increase to \$10,000

Page 2, "Roadway maintenance": Include \$50,000 for median lights

On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, Resolution 2023-04, Approving the Proposed Budget for Fiscal Year 2023/2024, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for September 13, 2023 at 4:00 p.m., at The Landmark Clubhouse, 10220 NW 66th Street, Doral, Florida 33178; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Colorful Lighting

Two proposals for colored fountain lights were discussed.

The consensus was to leave the fountain lights as they are.

SEVENTH ORDER OF BUSINESS

Consideration of BrightView Landscape Services, Proposals for Extra Work

A. 3rd Quarter Maintenance

B. 4th Quarter Maintenance

Mr. Rom presented the proposals for quarterly weed removal and tree trimming that were presented and deferred at the last meeting. The prices are unchanged from those previously approved for the 1st and 2nd quarters.

On MOTION by Mr. Torres and seconded by Mr. Bosco, with all in favor, the BrightView Landscape Services Proposals for 3rd and 4th Quarter Maintenance, in the amounts of \$1,539.35 each, were approved.

EIGHTH ORDER OF BUSINESS

Consideration of FP&L Transmission – Removal Refusal Letter Regarding Tree Trimming

Mr. Rom presented the Florida Power & Light (FPL) Trim and/or Removal Refusal Form. FPL offered to remove 66 trees that are growing close to the electric lines, at its expense, and reimburse the CDD \$150 per tree, or approximately \$9,500. No option was offered for relocation of trees.

Mr. Bosco feels that the proposal is very targeted to specific trees that are not touching power lines and stated he does not believe the CDD would be liable for damages resulting from refusal to allow the trees to be removed.

Discussion ensued about FPL's offer.

The Board took no action.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

This item was presented following the Fifth Order of Business.

TENTH ORDER OF BUSINESS

Consideration of Amendment of Deed of Conservation Easement (Encroachment of Signs in the Entry Wall and Unauthorized Filling of Wetlands)

Mr. Rom presented the Amendment of Deed of Conservation Easement that was authorized by the previous Board. This item is for ratification.

On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the Amendment of Deed of Conservation Easement for encroachment of signs in the entry wall and unauthorized filling of wetlands, was ratified.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

The following changes were made to the Fiscal Year 2024 Meeting Schedule:

DATE: Add September 13, 2023

DATE: Delete June meeting.

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Presentation of Audited Basic Financial Statements for the Fiscal Year Ended September 30, 2022, Prepared by Keefe McCullough

Mr. Rom presented the Audited Basic Financial Statements for the Fiscal Year Ended September 30, 2022. There were no findings, recommendations, irregularities or instances of noncompliance; it was an unmodified opinion, otherwise known as a clean audit.

THIRTEENTH ORDER OF BUSINESS

Consideration of Resolution 2023-06, Hereby Accepting the Audited Basic Financial Statements for the Fiscal Year Ended September 30, 2022

Mr. Rom presented Resolution 2023-06.

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, Resolution 2023-06, Hereby Accepting the Audited Basic Financial Statements for the Fiscal Year Ended September 30, 2022, was adopted.

FOURTEENTH ORDER OF BUSINESS

Discussion: HOA Maintenance and Parking Enforcement Agreement

Mr. Rom presented the HOA Maintenance and Parking Enforcement Agreement.

Mr. Bosco asked if Landmark South has a Maintenance Agreement. Mr. Rom stated they do not. Mr. Bosco expressed concern about maintenance issues and neglected landscaping at Landmark South and suggested the CDD and HOA work together to improve appearances. Mr. Rom stated he will speak with the Property Manager.

Mr. Torres stepped out of the meeting at 5:16 p.m. and the quorum was temporarily lost. The meeting resumed at approximately 5:20 p.m., when Mr. Torres returned and the quorum was re-established.

Mr. Rom noted interest in potentially paying a District Engineer’s representative to drive through the CDD at night to identify street lights and condo lights in need of repair.

It was noted that the Maintenance Agreement will be distributed to the Board and Staff so they can review the items to be performed by the HOA, in conjunction with the contract; these items will be tracked on a quarterly basis.

FIFTEENTH ORDER OF BUSINESS

Consent Agenda Items

- A. Acceptance of Unaudited Financial Statements as of April 30, 2023**
- B. Approval of March 15, 2023 Regular Meeting Minutes**

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

SIXTEENTH ORDER OF BUSINESS

Staff Reports

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

- Required Ethics Training**

Mr. George discussed new Legislation that requires Supervisors to complete a four-hour Ethics Continuing Education course every year. The District Manager will email information pertaining to training and the Florida Commission on Ethics has online course offerings. The requirement will become effective January 1, 2024 and, next year, Form 1 will include a box to check to indicate the requirement has been met.

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

- Brightview Landscape Services Quarterly Maintenance**

There was no report.

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

- 1, 209 Registered Voters in District as of April 15, 2023**
 - NEXT MEETING DATE: June 21, 2023 at 4:00 P.M.**
 - QUORUM CHECK**

The June 21, 2023 meeting was canceled. The next meeting will be September 13, 2023.

SEVENTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

EIGHTEENTH ORDER OF BUSINESS

Supervisors' Requests

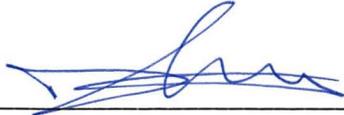
There were no Supervisors' requests.

NINETEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, the meeting adjourned at 5:28 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair