

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

The Board of Supervisors of the Landmark at Doral Community Development District held Public Hearings and a Regular Meeting on September 13, 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	Vice Chair
Odel Torres	Assistant Secretary
Juan Carlos Tellez	Assistant Secretary
Jorge Finol	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Gregory George	District Counsel
Juan Alvarez	District Engineer
Judy Calderon-Robles	HOA
Ramon Sanchez	HOA
Shannon Denouden	BrightView Landscaping

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 4:05 p.m. Supervisors Bosco, Patterson, Torres and Tellez were present, in person. Supervisor Finol was not present at roll call.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Business Items

A. Discussion/Consideration

I. SCS Engineers Change Order # 5

Mr. Rom presented SCS Engineers (SCS) Change Order #5 related to retesting of the wells and a groundwater study, with total fees of \$30,250.

Mr. Alvarez discussed the ongoing nature and significant amount of money spent on testing. He noted that SCS advised that testing might allow for the lake to be deemed stabilized, leading to reduced monitoring that could be less costly than possible remediations and agreed that it might be worth seeking a second opinion due to the cost.

Discussion ensued regarding the Change Order, escalating costs and approaching the Department of Environmental Resources Management (DERM) to demonstrate the hardship to the CDD. It was noted that Lennar is not responsible for remedying the issue.

The need to meet DERM requirements was discussed.

Mr. Finol joined the meeting at approximately 4:15 p.m.

Mr. Alvarez will request another review. Mr. Rom will request an extension via SCS. District Counsel will request a review on a legal basis due to financial strain.

This item was deferred.

II. Landscaping Along the CDD Perimeter of NW 107th & NW 102nd

III. Landscaping in Alley Entry/Exit Areas

Ms. Denouden presented the proposal for landscaping along the CDD perimeter of NW 107th & NW 102nd (Area B, SO# 8202753 and Area C, SO# 8202766) and the proposal for extra landscaping in the alley entry and exit areas (Area A, SO# 8202704). She responded to questions regarding the scope of work and locations on the map sent by Mr. Rom. Mr. Alvarez stated he will provide a list of acceptable wetland species. Ms. Denouden will present updated pricing for the additional options discussed.

Discussion ensued regarding the scope of work, cost for various sizes of foliage and discount and project cost, including contingency.

On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, both projects, in a not-to-exceed amount of \$45,000, were approved.

On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, authorizing Supervisor Bosco to oversee the installations, was approved.

IV. Brightview Landscape Services Proposal to Treat Unmaintained Area

Ms. Denouden presented the proposal for treating invasive weeds and vines encroaching on the perimeter hedges in the unmaintained area along the eastern perimeter

hedge dividing the CDD from the wetland area (Landmark perimeter setback area, SO# 8198788 and SO# 8198811). She presented photos of affected areas and discussed the scope of work needed to maintain a 2' to 3' space between the wetlands and the hedge.

Mr. Alvarez noted that, in the past, some landscaping invaded the wetlands and the CDD was required to remove it. He opined that the proposal would be beneficial. Asked what service Allstate performs, Mr. Alvarez stated Allstate only removes invasive plants; he will provide Ms. Denouden a list of acceptable and unacceptable plants for the area. Ms. Denouden stated she is willing to work with the existing vendors.

The consensus was to defer the proposal and work with existing vendors.

V. Lighting in Medians Along NW 66th St.

It was noted that this issue was discussed at the last meeting. Mr. Alvarez stated that, for safety reasons, light poles in the median are not allowed. He estimated that landscape enhancement lighting could be installed for \$100,000 to \$125,000 in construction costs. He responded to questions about the scope of work, construction and the design costs.

Mr. Rom stated that \$50,000 was budgeted for this line item; funds can be reallocated but the cap assessment level for the budget was already set and cannot be increased.

Mr. Alvarez estimated the entire project would cost \$150,000, including design. The CDD would be responsible for maintaining the lighting and a covenant with the City of Doral would likely be needed as the City owns the right-of-way (ROW). The City is responsible for the roads but will allow enhancements if the CDD or the HOA maintains the enhancements.

Mr. Bosco noted that the first median by the fountain already has lights. Mr. Alvarez stated, if plans for existing median lighting are available, it might reduce the amount of time needed to develop the construction plans. Mr. Torres will assist in this regard.

On MOTION by Mr. Torres and seconded by Mr. Tellez, with all in favor, authorizing Alvarez Engineering to prepare construction plans, was approved.

VI. Parking Enforcement

a. Medel Protection & Security Corp Proposal

Mr. Rom recalled that there is an existing security services administrative agreement with the HOA with regard to the agreement with Allied Universal, which stipulated that the

HOA will only serve as the administrator, on the CDD's behalf, if both entities share the same security services company. The HOA terminated Allied Universal as its security company; therefore, the agreement was terminated, on the CDD's behalf, as well. Upon learning that the HOA published a Request for Proposals (RFP) and engaged Medel Protection & Security Corporation (Medel), Mr. Rom requested proposals from Medel for the CDD to consider.

Mr. Rom presented three proposals from Medel with various levels of coverage. He noted that \$187,000 is assigned for security services.

Discussion ensued regarding the proposals and funding.

On MOTION by Mr. Torres and seconded by Mr. Tellez, with Mr. Torres and Mr. Tellez in favor and Mr. Bosco, Mr. Patterson and Mr. Finol dissenting, Medel Protection & Security Corp Proposal #2 for 140 hours of service per week, was not approved. [Motion failed 2-3]

b. Ratification of Agreement Termination with Allied Universal Security Services

Mr. Rom presented the Notice of Intent to Termination of the agreement with Allied Universal Security Services.

On MOTION by Mr. Bosco and seconded by Mr. Patterson, with all in favor, the termination of the agreement with Allied Universal Security Services, was ratified.

▪ **Consideration of invoice from Medel**

This item was an addition to the agenda.

Mr. Rom presented an invoice from Medel for 16 days of security services for August, noting that the HOA requested reimbursement for 16 days of service provided under the assumption that the CDD would approve.

On MOTION by Mr. Torres and seconded by Mr. Tellez, with all in favor, the invoice from Medel for 16 days of security services, in the amount of \$9,816, was approved.

Mr. Rom stated any additional invoices submitted will be presented for Board approval.

B. Ratification

- **RaptorVac Systems Storm Drain Maintenance Proposal and Invoice**

Mr. Rom presented the RaptorVac Systems Storm Drain Maintenance Proposal and Invoice, noting that pictures showed the work was necessary. Mr. Alvarez stated numerous residents complained that the work was needed.

A Board Member stated that drains are still not flowing freely, even after the work was completed, and stated there were issues at Building 21. Mr. Rom stated a report was provided and concerns with one of the drains were indicated; he will follow up with RaptorVac and have them re-treat, if necessary.

Mr. Alvarez discussed the work performed and noted that, per RaptorVac, two drains need additional maintenance.

On MOTION by Mr. Bosco and seconded by Mr. Finol, with all in favor, the RaptorVac Systems Storm Drain Maintenance Proposal and Invoice, in the amount of \$2,000, was ratified.

C. Continued Discussion

I. Fence Project

Mr. Alvarez recalled the proposal to enclose the Florida Power & Light (FPL) areas and stated the length would need to be 2,700 linear feet. Since there must be access to the wetlands, two gates would be needed. The total cost would be \$65,000 to \$75,000. A solution was proposed to close one area but FPL never responded. Mr. Rom noted that other fence repairs are needed but it has been difficult to find a company willing to do the work. Mr. Rom will ask the HOA if it has a willing contractor. This matter was tabled.

II. Future Lake Beautification Project

Mr. Rom recalled that Mr. Bosco was authorized to work with Staff on the project. Mr. Bosco suggested mimicking the design of the Linear Park and other parks. The consensus of the Board was to proceed. Mr. Bosco will present a concept for consideration before work begins.

III. Review of CDD Maintenance

- **Maintenance Scorecard**

Mr. Rom stated he did not receive a maintenance scorecard from the HOA. Mr. Bosco suggested the Board Members advise Mr. Rom of their observations and that Mr. Rom contact the HOA. Mr. Rom stated that Board Members can email their observations to him any time.

Mr. Bosco believes there was some progress repairing the FPL lights. He stated some of the white light lampposts do not work and the green umbrellas need to be repaired.

Discussion ensued regarding the need for lights in various parks, streetlights versus smaller lights and the desire to install additional lighting.

On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, authorizing the District Engineer to provide estimates for lighting options in the Linear Park, was approved.

D. Engineer’s Report

I. Fiscal Year 2023-2024 Annual Report of CDD Improvements

Mr. Alvarez presented the Fiscal Year 2023-2024 Annual Report of CDD Improvements, which is required annually to inform the bondholders about the progress of funded improvements.

On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, the Fiscal Year 2023-2024 Annual Report of CDD Improvements, was approved.

II. Map of Property Ownership within Landmark at Doral CDD

Mr. Alvarez presented the color-coded map, which depicts property ownership within the CDD. The Board Members were appreciative.

III. Update: Status of Certificate of Completion

Mr. Alvarez stated, with the recent final lift of asphalt, the project was physically completed. He will ensure all permits are closed and the status of completion.

FOURTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2023/2024 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom presented Resolution 2023-07 and the proposed Fiscal Year 2024 budget and responded to questions. He noted that, because “Security services” was not approved, those funds will be reallocated.

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

No members of the public spoke.

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

On MOTION by Mr. Torres and seconded by Mr. Patterson, with all in favor, eliminating the \$187,500 from the “Security services” line item and allocating the \$187,500 to unassigned fund balance, was approved.

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

Page 2, “Security services” line item: Reduce to \$0.00

Page 2, “Unassigned” fund balance line item: Increase, adding additional \$187,500

On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Special Assessments for Operations and Maintenance for Fiscal Year 2023/2024, Pursuant to Florida Law

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; 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 2023-08, which sets forth the assessments based on the adopted budget and assessment rolls and authorizes collection of the assessments utilizing the services of the Property Appraiser and Tax Collector.

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

No members of the public spoke.

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

On MOTION by Mr. Bosco and seconded by Mr. Finol, with all in favor, Resolution 2023-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; 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.

SIXTH ORDER OF BUSINESS

Consent Agenda Items

- A. Acceptance of Unaudited Financial Statements as of July 31, 2023**
- B. Approval of June 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, respectively.

SEVENTH ORDER OF BUSINESS

Staff Reports

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

Mr. George stated a memo will be sent with information regarding the required four-hour Ethics Continuing Education course.

B. District Engineer: Alvarez Engineers, Inc.

There was no report.

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

- **NEXT MEETING DATE: October 18, 2023 at 4:00 P.M.**
 - **QUORUM CHECK**

The next meeting will be October 18, 2023.

EIGHTH ORDER OF BUSINESS

Public Comments

There were no public comments.

NINTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Bosco asked if the parking agreement that was tendered to the HOA can ultimately be managed by the CDD. Mr. Rom replied affirmatively.

Discussion ensued regarding the CDD map, management of parking and a parking vendor that offers revenue sharing.

Mr. Rom will contact the vendor and report his findings at the next meeting.

TENTH ORDER OF BUSINESS


Adjournment

On MOTION by Mr. Finol and seconded by Mr. Patterson, with all in favor, the meeting adjourned at 6:23 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair