

**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 March 19, 2025 at 4:00 p.m., at the Landmark Clubhouse, 10220 NW 66th Street, Doral, Florida 33178.

Present:

Odel Torres
Sui Flan Jim
Juan Javier De Maqua
Jorge Finol

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Kristen Thomas
Gregory George
Angelo Camacho
Victor Castro

District Manager
District Counsel
District Engineer
Field Operations Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Thomas called the meeting to order at 4:05 p.m.

Supervisors De Maqua, Torres, Finol and Jim were present. Supervisor Tellez was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Discussion/Consideration: Rust Tech Services, LLC Agreement for Rust Inhibitor System \$2,320 monthly

Mr. Castro stated he was only able to obtain one other proposal, as the other vendors did not want to resubmit again. He compared the LA Rust, Inc. \$2,800 monthly proposal plus \$500 to remove existing rust from the buildings, against the Rust Tech Services, LLC \$2,320 monthly proposal in the agenda, which includes removing the existing rust from the buildings.

Mr. George stated he will prepare the CDD’s standard form of Agreement with a 30-day “with or without” termination clause.

Discussion ensued regarding funding the expense in the Fiscal Year 2025 and proposed Fiscal Year 2026 budget and to start the Agreement on April 1, 2025.

On MOTION by Mr. Torres and seconded by Ms. Jim, with all in favor, the Rust Tech Services, LLC Agreement for the Rust Inhibitor System, with services to commence April 1, 2025, in a not-to-exceed monthly amount of \$2,320, was approved.

FOURTH ORDER OF BUSINESS

Discussion/Consideration: Mailbox Camera System Estimates

Due to reported theft and thieves stealing the Master Skeleton Mail box keys to access all mailboxes, Ms. Thomas stated that the HOA and CDD obtained the following proposals:

- A. Gtech Miami LLC Estimate Number N-2311057, \$9,084**
- B. Luxe Control LLC Estimate No 667, \$3,498**

Mr. Castro listed the cost, material and software differences of each proposal. Ms. Thomas stated she included this and the maintenance costs in the proposed Fiscal Year 2026 budget that will be presented later in the meeting. He was asked to bring examples of dummy cameras and trail cameras.

This item was deferred

- **Discussion: The Pressure Cleaning Man Inc. Proposal to Pressure Washing the Wall on the Northwest Corner**

This item was an addition to the agenda.

Mr. Castro presented a proposal to pressure wash the shared wall; the overall cost, minus the \$850 credit, is about \$400. He was directed to send a letter to the neighbor who owns the

wall asking them to clean it, subject to removing the CDD name and to contact the City. If no action is taken within 30-days, he was directed to proceed with the project and pay the \$477.58 invoice, as the intent is to sue the person for the expense.

On MOTION by Mr. Torres and seconded by Mr. De Maqua, with Mr. Torres, Mr. De Maqua, and Ms. Jim in favor and Mr. Finol dissenting, authorizing the Field Operations to send an email to the neighbor giving them until Monday to clean the wall and, if they do not respond, proceeding with the City and, if nothing happens after 14 to 21 days, proceeding with having the CDD’s vendor clean the CDD’s side of the wall, was approved. [Motion passed 3-1]

FIFTH ORDER OF BUSINESS

Consideration of BrightView Landscape Services, Inc. Second Amendment to Landscape & Irrigation Services Agreement

Ms. Thomas presented the Second Amendment to the Agreement for wet checks, which the Board approved at the last meeting and BrightView is currently reviewing. As services for the Landmark South parcels will terminate on September 30, 2025, the CDD will be initiating another Amendment for these parcels to commence October 1, 2025. She included the cost in the draft proposed Fiscal Year 2026 budget.

Mr. Finol left the meeting at 4:42 p.m. and returned at 4:45 p.m.

SIXTH ORDER OF BUSINESS

Update: FPL Tree Trimming Program

Mr. Castro stated that he put in a service call to Florida Power & Light (FPL) but, according to FPL, the CDD must maintain its own trees. Staff will obtain proposals and incorporate the cost into the draft proposed Fiscal Year 2026 budget. Regarding the cost to cut the tree last year, Ms. Thomas stated she will find out.

SEVENTH ORDER OF BUSINESS

Discussion: Stormwater Management System Legal Requirements Update

Mr. George presented the memorandum summarizing new legislation on stormwater management requirements. Mr. Camacho stated that the Report from Raptor Vac is pending;

however, the camera identified higher sediment in the structures, root intrusions, mulch and leaves in the catch basins and some collapsed pipes.

Ms. Thomas and Mr. Castro will work with Mr. Camacho on additional costs to present at the next meeting.

EIGHTH ORDER OF BUSINESS

Ratification of Proposal for Replacement of Pump 3 10-Horsepower Lake Irrigation Pump

Ms. Thomas presented the final proposal to replace the 10-horsepower lake irrigation pump that was approved at the last meeting. Mr. Castro and Mr. Camacho stated they deemed it necessary to upgrade the circuit breaker 25%, as the circuit breaker kept tripping.

On MOTION by Mr. Finol and seconded by Mr. Torres, with all in favor, Go Electrical Contractor Proposal #2741 for Replacement of Pump #3 10-Horsepower Lake Irrigation Pump, in a not-to-exceed amount of \$4,225, was ratified.

▪ **Consideration: Pump #3 Circuit Breaker Upgrade Proposal**

This item was an addition to the agenda.

It was noted the water pump is not functioning.

On MOTION by Mr. Finol and seconded by Mr. Torres, with all in favor, upgrading the circuit breaker at Pump #3, in a not-to-exceed amount of \$350, was approved.

NINTH ORDER OF BUSINESS

Consent Agenda Items (5 minutes)

A. Acceptance of Unaudited Financial Statements as of January 31, 2025

Ms. Thomas stated that the “Due from Merged” budget figure equates to 30 delinquent homeowners not paying their Fiscal Year 2022 assessments. Of the two options she presented, the Board decided to send each homeowner a letter on the CDD’s intent to place the amount

due on the upcoming Truth in Millage (TRIM) notice, rather than proceeding with the foreclosure process, which would be costly.

B. Approval of February 19, 2025 Regular Meeting Minutes

On MOTION by Mr. Finol and seconded by Ms. Jim, with all in favor, the Unaudited Financial Statements as of January 31, 2025 and the February 19, 2025 Regular Meeting Minutes, as presented, were accepted and approved, respectively.

TENTH ORDER OF BUSINESS

Staff Reports

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

- **Conveyance of Mailbox Structures from HOA to CDD**

Mr. George stated he will advise Liza to prepare the conveyance document for the next meeting, as she held off, due to a misunderstanding on the code violation.

B. District Engineer: Alvarez Engineers, Inc.

I. Updates

Mr. Camacho reported the following:

➤ Upon issuance of the City of Doral Stormwater/French drain extension permit, work will commence.

➤ The schedule for the Median Lighting project was not circulated, as the boring part of the project commenced one week earlier than expected. The project is expected to be completed within three weeks, pending any comments from the final inspection.

Ms. Thomas stated she will ask Javier for a “rough” schedule to email everyone.

FPL is in the final stages of design for the 66th Street and Traffic Calming projects and expects to hold an onsite pre-construction meeting within the next two weeks.

C. Field Operations Manager: UNUS Property Management, LLC

- **Monthly Operations Report - January 2025**

The Report was discussed throughout so nothing was additionally presented other than signage, painting of the walls and crosswalk discussion.

- **Consideration of Crosswalk Signage Proposals**

Mr. Castro stated he obtained verbal proposals from two vendors to install missing signage at four CDD crosswalks for \$6,000 to \$7,000 per location. He distributed his firm’s invoice to bill the CDD for Florida Department of Transportation (FDOT) standard signage at cost, plus labor costs of \$1,200 per location.

Mr. Camacho stated the crosswalk signage is depicted on the as-built drawings and the Developer is not responding to his calls. Mr. Camacho stated he will ask Mr. Tellez to contact Lennar.

On MOTION by Ms. Jim and seconded by Mr. Finol, with all in favor, authorizing District Counsel to receive all the backup documents from the District Engineer and proceed with sending the demand letter to Lennar and copy the City in relation to the crosswalk and signage project, in a not-to-exceed amount of \$2,500, was approved.

Mr. Casto distributed and presented proposals to paint the north and south structures that are in disrepair. This item was deferred while the Chair works with the HOA to obtain other proposals from the vendors already working on the property.

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

- **FY2026 Projects**

Ms. Thomas recalled the decision to reduce assessments in Fiscal Year 2025, which meant using \$387,000 in unassigned funds to offset the revenue shortage. The Board must start building up reserve funds and factor in new expenses for fountain maintenance and lake maintenance.

Ms. Thomas distributed and presented a draft proposed Fiscal Year 2026 budget that excluded curbing or pest control costs and designated \$100,000 to unassigned funds, all of which would increase the Operations and Maintenance (O&M) assessment amount. She asked the Board to review the proposed budget and decide what they want the maximum assessment amount on the Mailed Notice to be.

Discussion ensued regarding which projects to include and exclude in the proposed budget and increasing the proposed maximum assessment amount another \$600 per household.

Ms. Thomas asked the Board to check their CDD emails at least twice a month and to review the agenda package before the CDD meetings.

- **NEXT MEETING DATE: April 16, 2025 at 4:00 P.M.**
 - **QUORUM CHECK**

Supervisors Torres, Jim and De Maqua confirmed their attendance at the April 16, 2025 meeting. Mr. Finol could not confirm his attendance.

ELEVENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

Mr. De Maqua reported seeing termites in the sand. Mr. Castro stated he will inform the HOA. It was noted that they come out in the dry season and leave in the rainy season.

THIRTEENTH ORDER OF BUSINESS


Adjournment

On MOTION by Mr. Torres and seconded by Mr. De Maqua, with all in favor, the meeting adjourned at 6:30 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair
