

**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 August 12, 2025 at 4:00 p.m., at the Landmark Clubhouse, 10220 NW 66<sup>th</sup> Street, Doral, Florida 33178.

**Present:**

Odel Torres	Chair
Sui Flan Jim	Vice Chair
Juan Javier De Maqua	Assistant Secretary
Jorge Finol	Assistant Secretary

**Also present:**

Kristen Thomas	District Manager
Ginger Wald	District Counsel
Angelo Camacho	District Engineer
Shannon Alvarez (via telephone)	BrightView Account Manager

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Thomas called the meeting to order at 4:07 p.m. Supervisors Finol, De Maqua and Torres were present. Supervisor Jim arrived a few minutes after roll call. Supervisor Tellez was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

▪ **BrightView Landscape Services: Property Update**

**This item, previously Item 13DII, was presented out of order.**

Ms. Alvarez distributed and presented the Wet Check Report and proposals to repair irrigation breaks caused by homeowners and contractors and to add Landmark South parcels to its Agreement effective October 1, 2025. She and Ms. Thomas noted the following:

- Quarterly maintenance started on Monday and should be finished tomorrow. The QSA document will be prepared.
- Preparation of a QSA of several items involving Landmark South parcels that need to be corrected before turnover is underway.

Ms. Thomas stated the \$3,175 proposal captures the irrigation breaks associated with e-bikes and standard breakage and is part of the maintenance agreement. Mr. Castro is working with the Florida Power & Light (FPL) contractor to ensure repairs are made or it is restored to the original condition. Ms. Alvarez wants assurance that the lines are flushed after finishing.

- FPL might decide to reimburse the CDD to repair the contractor’s damages and construction damages.
- Whether the proposal cost for Pump 1, Zones 24 and 27 is to replace two lateral lines and not the pop ups will be confirmed.
- Regarding damages due to trenching or to install cameras, the CDD is in contact with the Mansions at Doral. Judy with the HOA stated they were not notified of contractors being on site; the homeowner did not obtain approval from the CDD or the Architectural Review Board.

Regarding an earlier comment, Ms. Wald stated the CDD has authority over its property but that it is not private property. She explained the criteria and process authorizing the ability to work on CDD property. Since that was not met, the CDD should put the parties on notice and speak to them directly before incurring District Counsel costs.

Discussion ensued regarding whether repairs can be deferred, whether to proceed with repairing irrigation breaks, off-setting deficient funding using the sidewalk repair budget, seeking reimbursement and BrightView providing documentation of the damages and repairs.

Ms. Alvarez stated she will check if deferring the repairs on 66<sup>th</sup> Street and Linear Park will affect other things, such as Pump 1.

**On MOTION by Mr. Finol and seconded by Mr. De Maqua, with all in favor, authorizing the District Manager to work with Ms. Alvarez to ensure the needed repairs are made, ensure keeping up with landscaping, and authorizing Staff to continue working to recoup the funds from the parties involved, including issuing demand letters, in a not-to-exceed amount of \$7,500, was approved.**

Ms. Thomas stated the Landmark South HOA was placed on notice that the CDD will not accept conveyance of the parcels until the improvements and irrigation repairs Mr. Strickland promised are done. She received confirmation last week that the repairs will be done. The maintenance costs were incorporated into the Fiscal Year 2026 budget.

- **District Engineer: Alvarez Engineers, Inc.**  
**This item, previously Item 13B, was presented out of order.**

**I. Update: MEC Engineering Services Continuing Consulting and Updates**

- **MEC Engineering First Amendment to Consulting Services Agreement**

Mr. Camacho stated this Agreement adds installation of a deep monitoring well to the project scope, which will be Well #8. The original Environmental Consultant never recorded it and tests were taken of the wrong well. Ms. Thomas will use contingency funds this year; however, she already added it into the Fiscal Year 2026 budget. Mr. Camacho stated the Report is due to the Department of Environmental Resource Management (DERM) by August 28, 2025.

- **Historical Groundwater Analytical Results**

This item was included for informational purposes.

Regarding the NW 104 Path Lighting project outlined in the July Monthly Report, Mr. Camacho stated he sent FPL BrightView’s wet check areas, as they are working in the same area. FPL is required to obtain traffic and utility permits from the City.

**II. Update: Developer Response Regarding Missing Pedestrian Crosswalk Signage**

Ms. Thomas stated the City is requiring Mr. Castro to bifurcate his public records request for permitting and as-builts. Mr. Camacho stated the documents will help confirm the Developer belief that signs were installed during construction and for the final walkthrough with the City.

Discussion ensued regarding resident complaints of the NW 66 Street median lighting not being bright enough and of overgrown vegetation causing line-of-site issues; lighting should mirror those at the Club entrance. Mr. Camacho will have the contractor check the voltage.

Regarding the French Drain Phase II Project, Ms. Thomas stated the work order will be presented in September; the project will commence October 1, 2025. She asked Mr. Camacho to confirm that the contractor pulled the Class V permit.

**THIRD ORDER OF BUSINESS**

**Discussion/Consideration: Eco-Blue Aquatic Services, Inc. Lake and Mitigation Maintenance Agreement**

Ms. Thomas noted challenges and deficiencies with Allstate’s work. She presented the Eco-Blue Aquatic Services, Inc. Lake and Mitigation Maintenance Agreement for conservation wetland and lake management services in the monthly amount of \$500. If approved, this will consolidate the project scope and contracts with Allstate and Lake Doctors and result in a cost saving of \$2,640 annually, as outlined in the monthly report behind 13C. Ms. Wald stated the CDD must send Allstate and the Lake Doctors a 30-day written notice to terminate the contracts.

**On MOTION by Mr. Torres and seconded by Mr. De Maqua, with all in favor, terminating the Allstate Resource Management, Inc., Wetland Maintenance Contract pursuant to the Agreement, was approved.**

**On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, to terminating The Lakes Doctors, Inc. Inc., Lake Management Services contract, pursuant to the Agreement, was approved.**

**On MOTION by Mr. Torres and seconded by Ms. Jim, with all in favor, engaging Eco-Blue Aquatic Services, Inc. as the Conservation Wetland and Lake Management Services contractor, was approved.**

**FOURTH ORDER OF BUSINESS**

**Discussion/Consideration: Additional Holiday Lights**

**A. Miami Christmas Lights Service Agreement [Holiday Landscape Lighting]**

Although approved at the last meeting, Mr. Torres stated he did not execute the three-year agreement due to funding concerns. Ms. Wald reviewed the terms outlined in the Agreement that address this.

Mr. Torres presented proposals for holiday lighting at the monuments and medians:

**B. Miami Christmas Lights**

- I. Monuments**
- II. Medians**

**C. YS Lighting Services**

- I. Monuments**
- II. Medians**

**On MOTION by Mr. De Maqua and seconded by Mr. Finol, with all in favor, YS Lighting Services Proposal #202502-105, for holiday lighting of the two monuments at the main entrance (66<sup>th</sup> Street and 107<sup>th</sup> Avenue NW), in the amount of \$3,275.80, was approved.**

A suggestion was made to award the contract to Miami Christmas Lights, if they are willing to match the YS Lighting Services proposal amount. Approval of YS Lighting Services Proposal #202502-105 will be rescinded.

**On MOTION by Mr. De Maqua and seconded by Mr. Finol, with all in favor, rescinding approval of YS Lighting Services Proposal #202502-105, for holiday lighting of the two monuments at the main entrance (66<sup>th</sup> Street and 107<sup>th</sup> Avenue NW), in the amount of \$3,275.80, was approved.**

**On MOTION by Mr. De Maqua and seconded by Mr. Torres, with all in favor, authorizing the District Manager to engage the services Miami Christmas Lights for holiday lighting of the two monuments at the main entrance (66<sup>th</sup> Street and 107<sup>th</sup> Avenue NW) of Landmark at Doral, subject to Miami Christmas Lights agreeing to a not-to-exceed amount of \$3,275.80, and, if not, then proceeding with engaging YS Lighting Services pursuant to Proposal #202502-105, not-to-exceed amount of \$3,275.80, was approved.**

**FIFTH ORDER OF BUSINESS**

**Discussion/Consideration: BrightView  
Landscape Services**

**A. Annual Agreement Renewal**

Due to recent meetings with Mr. Castro and BrightView, Mr. Torres proposed the HOA take over the CDD landscaping responsibilities and that the HOA bill the CDD for the services. This will allow for one landscaping contract and avoid confusion as to what areas belong to the HOA and the CDD. A Board Member stated he would be in favor of this if the HOA bids the project as he is not happy with the performance of BrightView or the HOA. It was noted that the CDD bid the project last year. Ms. Wald stated the BrightView contract expires September 30, 2025 and the HOA will be required to formally bid the contract, on behalf of the CDD, if the contract costs exceed \$195,000.

Mr. Torres asked BrightView to submit a proposal for landscaping only, as he plans to bid separate contracts for mulching, irrigation, etc. Ms. Thomas suggested presenting this at the September meeting; she will send the Landmark South parcel cost to Mr. Torres to be added to the Agreement; \$23,000 was already built into the Fiscal Year 2026 budget.

**B. Hurricane Services Post Clean Up Agreement**

Ms. Thomas recommended entering into an Agreement with BrightView to coincide with the recently approved Statewide Mutual Aid Agreement. This will avoid the CDD waiting for a response from the government in determining critical areas for storm cleanup.

**On MOTION by Mr. Torres and seconded by Ms. Jim, with all in favor, amending the BrightView contract to include Hurricane Services Post Clean Up, while**

utilizing the Statewide Mutual Aid Agreement and utilizing the BrightView Agreement at the same time, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration/Discussion:  
Agreement**

**UNUS**

Discussion ensued regarding UNUS Property Management LLC choosing not to renew the Agreement and that their last day will be September 30, 2025.

It was noted that the CDD will need to go out to bid for a Field Operations Manager.

Mr. Torres discussed his experiences with Mr. Castro.

Discussion ensued regarding whether to terminate the contract now or wait, since the CDD is required to pay the vendor up until September 30, 2025, possibly entering into an agreement with the HOA, prior difficulties finding vendors, and appointing Mr. Torres as liaison.

The Board consensus was to take no action and present proposals at the next meeting.

**SEVENTH ORDER OF BUSINESS**

**Continued Discussion: Approved HOA  
Porter Services Agreement**

Mr. Torres asked to remove Item 3 of Exhibit A “Linear Park and Green Spaces owned by the District” from the Agreement, as that area is part of the lake maintenance service.

**EIGHTH ORDER OF BUSINESS**

**Reconsideration/Discussion: Security Rover  
Services 8 Hours**

Mr. Torres stated the \$5,520 monthly proposal for Security Rover Services is for the HOA to bill the CDD for taking on one eight-hour shift from the HOA’s contract, which results in the HOA and CDD having 24-hour security coverage.

Discussion ensued regarding the CDD entering into an Agreement with the HOA and negotiating or possibly using unassigned funds to offset the approximate \$11,000 overage.

**On MOTION by Mr. Torres and seconded by Ms. Jim, with all in favor, entering into an Agreement with the HOA to provide security services to the CDD, for a term of one year, effective October 1, 2025, with automatic renewals, in a not-to-exceed amount of \$66,240, was approved.**

Discussion ensued regarding how to address drivers not adhering to signage, which results in driving in the wrong direction.

**TENTH ORDER OF BUSINESS**

**Update: Fountain Area Paint Project [not to exceed \$5,150]**

Discussion ensued regarding a suggestion to repurpose the two front fountains into gardens, as the fountain maintenance, repair and insurance costs are extreme.

**On MOTION by Ms. Jim and seconded by Mr. Finol, with all in favor, designating Mr. Tores as liaison to work with the contractor to develop a proposal and design a landscape element to replace the fountains, was approved.**

The meeting recessed at 6:44 p.m. and reconvened at 6:47 p.m.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting FY2026 [Section 189.0694, Florida Statutes - Special Districts Performance Measures and Standards Reporting]**

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

Ms. Thomas asked approval for the Chair to execute the document in final form, as the District Engineer’s Annual Inspection of the District’s infrastructure is due September 30, 2025 and the posting to the CDD website deadline is December 1, 2025.

**On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, was approved.**

**On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures/Standards & Annual Reporting Form, were approved.**

- A. **Acceptance of Unaudited Financial Statements as of June 30, 2025**
- B. **Approval of May 7, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Finol and seconded by Mr. Torres, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted, and the May 7, 2025 Regular Meeting Minutes, as presented, were approved.**

- **Update: Delinquency Billing – 5 Units**

**This item, previously Item 13DI, was presented out of order.**

Ms. Thomas suggested placing collection of assessments for the five units with delinquent accounts on the tax bill, based on the CDD completing its due diligence.

**On MOTION by Mr. Finol and seconded by Mr. Torres, with all in favor, authorizing the CDD and the collection office to proceed with utilizing the services of the Property Appraiser and Tax Collector to direct bill the five delinquent units, using the Truth In Millage (TRIM) Notice for Fiscal Year 2026, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

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

- **2025 Legislative Update**

Ms. Wald highlighted Sections 3, 4 and 6 of the Memorandum regarding new legislation that applies to the CDD, pertaining to rulemaking, code of ethics and change order procedures.

- **Form 1 Submission and Ethics Training**

Board Members must file Form 1 by July 1, 2025, with the exception of Ms. Jim. Mr. De Maqua is pending. The required four hours of ethics training deadline is December 31, 2025.

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

Ms. Thomas stated HOA's Counsel is reviewing legal documents and, upon approval, the last set of mailbox structures will be conveyed to the CDD. They will need to be insured.

Ms. Wald stated the next General Election is November 2026. An announcement will be made in April 2026 of the seats up for election, the qualifying period and candidate requirements.

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



The July 2025 Monthly Summary Report was included for informational purposes.

- I. Update: MEC Engineering Services Continuing Consulting and Updates**
  - **MEC Engineering First Amendment to Consulting Services Agreement**
  - **Historical Groundwater Analytical Results**
- II. Update: Developer Response Regarding Missing Pedestrian Crosswalk Signage**

These items were presented following the Third Order of Business.

**C. Field Operations Manager: UNUS Property Management, LLC**

This item was discussed during the Fifth Order of Business.

- I. Brightview Service Schedule**
- II. Quality Site Assessment**

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

- I. Update: Delinquency Billing – 5 Units**

This item was presented following the Twelfth Order of Business.

- II. BrightView Landscape Services; Property Update**

This item was presented following the Second Order of Business.

- III. NEXT MEETING DATE: September 12, 2025 at 4:00 P.M. [Adoption of FY2026 Budget]**

- **QUORUM CHECK**

Ms. Thomas stated she expects many attendees at the next meeting, due to the assessment increase notice. Ms. Wald stated if an interpreter is needed, the request must be made by a member of the public.

**FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There were no Supervisors' requests.

**SIXTEENTH ORDER OF BUSINESS**

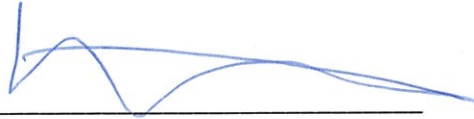
**Adjournment**

**On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, the meeting adjourned at 7:04 p.m.**

LANDMARK AT DORAL CDD

August 12, 2025

  
Secretary/Assistant Secretary

  
Chair/Vice Chair