

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

A Regular Meeting of the Landmark at Doral Community Development District's Board of Supervisors was held on Thursday, April 12, 2018, at 10:00 a.m., at the offices of Lennar, 730 N.W. 107th Avenue, Suite 300, Miami, Florida 33172.

For Landmark at Doral CDD:

Carolina Herrera	Chair
Teresa Baluja	Vice Chair
Raisa Krause	Assistant Secretary

Also present were:

Cindy Cerbone (<i>via telephone</i>)	District Manager
Gerry Knight	District Counsel
Juan Alvarez	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:20 a.m. Supervisors Herrera, Baluja and Krause were present, in person. Supervisors Ortiz and Colamarino were not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors (*the following to be provided in a separate package*)

Ms. Cerbone stated that the Oath of Office was administered to Ms. Herrera, Ms. Baluja and Mr. Colamarino prior to this meeting and that the executed documents were received. Form 1 must be completed and another must be completed again in June. Because Board Members were already familiar with the following items, a review was not necessary.

- 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

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2018-01, Canvassing and Certifying the Results of the Landowners' Election

Ms. Cerbone presented Resolution 2018.01. The Landowner's Election results were: Ms.

Herrera	Seat 2	374 Votes	4-Year Term
Ms. Baluja	Seat 3	374 Votes	4-Year Term
Mr. Colarmarino	Seat 5	373 Votes	2-Year Term

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, Resolution 2018-01, Canvassing and Certifying the Results of the Landowners' Election, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-02, Electing Officers of the District

Ms. Cerbone presented Resolution 2018-02. Ms. Baluja nominated the following slate of officers:

Chair	<u>Teresa Baluja</u>
Vice Chair	<u>Maria Carolina Herrera</u>
Secretary	<u>Craig Wrathell</u>
Treasurer	<u>Craig Wrathell</u>
Assistant Treasurer	<u>Jeff Pinder</u>
Assistant Secretary	<u>Raisa Krause</u>
Assistant Secretary	<u>Jorge Ortiz</u>

Assistant Secretary Steve Colamarino

Assistant Secretary Cindy Cerbone

No other nominations were made.

On MOTION by Ms. Krause and seconded by Ms. Baluja, with all in favor, Resolution 2018-02, Electing Officers of the District, as nominated, was adopted.

SIXTH ORDER OF BUSINESS

Update: WASD Funds Received from Miami-Dade County

Ms. Cerbone stated that the funds received from the Miami-Dade County Water and Sewer District (MDWASD) were applied to the Capital Projects Account for the Series 2006 Bond.

SEVENTH ORDER OF BUSINESS

Update: DERM Communications – December 26, 2017 and February 26, 2018

Ms. Cerbone stated that both letters from Miami-Dade County Department of Regulatory and Economic Resources (DERM) were being addressed by Mr. Juan Santalla and Mr. Zachary Griffin, of Lennar Southeast Florida Division (Lennar). Mr. Alvarez stated that Lennar was working on these items with both the County and the consultant, Langan Engineering and Environmental Services (Langan); the consultant’s costs were being paid by Lennar and the CDD was responsible for the permit fee.

EIGHTH ORDER OF BUSINESS

Ratification of Addendum Number One to Agreement for Water and Sanitary Sewage Facilities for Landmark at Doral Between Miami-Dade County, Lennar Homes, LLC, Landmark at Doral Holdings, LLC and the Landmark at Doral CDD

Ms. Cerbone presented Addendum Number One to Agreement for Water and Sanitary Sewage Facilities for Landmark at Doral Between Miami-Dade County, Lennar Homes, LLC, Landmark at Doral Holdings, LLC and the Landmark at Doral CDD, for ratification.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, Addendum Number One to Agreement for Water and Sanitary Sewage Facilities for Landmark at Doral Between Miami-Dade County, Lennar Homes, LLC, Landmark at Doral Holdings, LLC and the Landmark at Doral CDD, was ratified.

NINTH ORDER OF BUSINESS

Ratification of Indemnity Agreement

Ms. Cerbone presented the Indemnity Agreement and corresponds to Addendum Number One, which was just ratified.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, the Indemnity Agreement was ratified.

TENTH ORDER OF BUSINESS

Discussion: General and Procedural Rules

Ms. Cerbone stated that 99% of the edits received from the District Engineer, District Manager, District Counsel, Ms. Herrera and Ms. Baluja were incorporated into the General and Procedural Rules for the District and the Parking Rules and Regulations.

Mr. Knight stated the General and Procedural Rules were standard and in order to begin the public hearing and adoption process. Changes between now and the hearing should be forwarded to Mr. Knight.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, authorizing District Staff to finalize the General and Procedural Rules and advertise a Public Hearing for Friday, May 18, 2018 at 2:30 p.m., at the offices of Lennar, 730 N.W. 107th Avenue, Suite 300, Miami, Florida 33172, was approved.

ELEVENTH ORDER OF BUSINESS

Discussion: Parking Rules and Regulations

Ms. Cerbone stated that changes to the Parking Rules and Regulations, between now and the public hearing, should be forwarded to Mr. Knight.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, authorizing District Staff to finalize the Parking Rules and Regulations and advertise a Public Hearing for Friday, May 18, 2018 at 2:30 p.m., at the offices of Lennar, 730 N.W. 107th Avenue, Suite 300, Miami, Florida 33172, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Maintenance Agreement with HOA

Ms. Cerbone stated the Maintenance Agreement remains in draft form until a revised sketch, representing the CDD's designated streets and right-of-ways (ROW), is completed. Mr. Knight noted that this Agreement was dependent upon adoption of the Parking Rules and Regulations so it is not necessary to approve it today; it could be approved at the Rules Public Hearing. He provided the latest edited version for review; changes should be forwarded to him. This item was deferred to the next meeting.

THIRTEENTH ORDER OF BUSINESS

Discussion: Towing Contract

Ms. Cerbone stated that the CDD needed to enter into a contract with a towing company, once the Parking Rules and Regulations are adopted and the Maintenance Agreement is approved. Discussion ensued regarding whether the HOA or the security services company should administer the towing contract for the CDD. Ms. Cerbone will obtain towing company recommendations from Ms. Carmen Herrera. This item would be presented for consideration at the next meeting. Once the CDD identifies which towing company they want to use, Ms. Cerbone will work with them to explain the administration of the contract and how the towing company would like to interact.

FOURTEENTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of February 28, 2018

Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2018. On-roll assessment revenue collections were at 86% and off-roll were at 25%. Overall, expenditures were under budget; however, the "Engineering", "Arbitrage rebate calculation" and "Insurance: general liability" expenses were slightly over budget.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, the Unaudited Financial Statements as of February 28, 2018, were approved.

FIFTEENTH ORDER OF BUSINESS

Approval of Minutes

A. September 22, 2017 Rescheduled Public Hearing and Special Meeting

Ms. Cerbone presented the September 22, 2017 Rescheduled Public Hearing and Special Meeting Minutes and asked for any additions, deletions or corrections.

B. November 9, 2017 Landowners' Meeting

Ms. Cerbone presented the November 9, 2017 Landowners' Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, the September 22, 2017 Rescheduled Public Hearing and Special Meeting and November 9, 2017 Landowners' Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no report, the next item followed.

B. District Engineer

Mr. Alvarez stated he would revise the sketches related to the agreements presented earlier in the meeting.

i. Discussion: Speed Bumps/Humps

This item was not discussed.

C. District Manager

i. NEXT MEETING DATE: May 10, 2018 at 10:00 A.M.

Ms. Cerbone stated that the next meeting will be held on May 18, 2018 at 2:30 p.m., at this location, and the meeting scheduled for May 10, 2018 would be cancelled.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, rescheduling the Regular Meeting to coincide with the Public Hearing scheduled for May 18, 2018 at 2:30 p.m., at the offices of Lennar, 730 N.W. 107th Avenue, Suite 300, Miami, Florida 33172, and cancelling the May 10, 2018 Meeting, were approved.

SEVENTEENTH ORDER OF BUSINESS Public Comments/Supervisors' Requests

There being no public comments or Supervisors' requests, the next item followed.

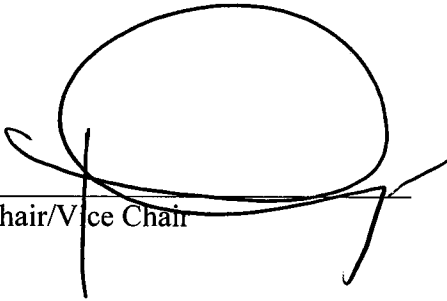
EIGHTEENTH ORDER OF BUSINESS Adjournment

There being no further business to discuss, the meeting adjourned.

On MOTION by Ms. Baluja and seconded by Ms. Krause, with all in favor, the meeting adjourned at 10:42 a.m.

[SIGNATURES APPEAR ON THE FOLOWING PAGE]

Cindy Cubone
Secretary/Assistant Secretary


Chair/Vice Chair