

**LANDMARK AT  
DORAL**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**January 14, 2021**

**BOARD OF SUPERVISORS**

**REGULAR MEETING**

**AGENDA**

# Landmark at Doral Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

January 7, 2021

Board of Supervisors  
Landmark at Doral Community Development District

Dear Board Members:

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

**TO ATTEND BY TELEPHONE:**  
**CALL-IN NUMBER: 1-888-354-0094**  
**CONFERENCE ID: 435668**

The Board of Supervisors of the Landmark at Doral Community Development District will hold a Regular Meeting on January 14, 2021, at 10:00 a.m., at the offices of Lennar, 730 N.W. 107<sup>th</sup> Avenue, Suite 300, Miami, Florida 33172. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Discussion/Consideration: SCS Engineering and Continued DERM Monitoring, Fifth Supplemental Engineer's Report and Addendum
4. Acceptance of Unaudited Financial Statements as of November 30, 2020
5. Approval of Minutes
  - A. November 19, 2020 Landowners' Meeting
  - B. November 19, 2020 Regular Meeting
6. Staff Reports
  - A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*
  - B. District Engineer: *Alvarez Engineers, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: February 11, 2021 at 10:00 A.M.

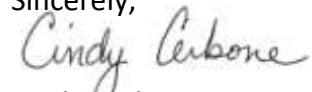
○ QUORUM CHECK

Michelle Garcia	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Carmen Orozco	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Teresa Baluja	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Su Wun Bosco Leu	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Todd Patterson	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

7. Public Comments/Supervisors' Requests
  - Discussion: Landmark Clubhouse
8. Adjournment

Please do not hesitate to contact me directly at (561) 346-5294 or Daniel Rom at (561) 909-7930 with any questions.

Sincerely,



Cindy Cerbone  
District Manager

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

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**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

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**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
NOVEMBER 30, 2020**

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
NOVEMBER 30, 2020**

	Major Funds				Total Governmental Funds
	General	Debt Service Series 2016	Debt Service Series 2019	Capital Projects Series 2016	
<b>ASSETS</b>					
Cash - SunTrust					
Unreserved	\$ 285,554	\$ -	\$ -	\$ -	\$ 285,554
Reserved for parking garage	15	-	-	-	15
Reserved for south parcel	333	-	-	-	333
Reserved for army corp of engineers	362	-	-	-	362
Investments					
Revenue	-	13,343	231,362	-	244,705
Reserve	-	90,075	-	-	90,075
Reserve - senior	-	-	366,800	-	366,800
Reserve - subordinate	-	-	161,500	-	161,500
Construction	-	-	-	105,487	105,487
Due from other funds					
General	-	25,043	123,707	-	148,750
Total assets	<u>\$ 286,264</u>	<u>\$ 128,461</u>	<u>\$ 883,369</u>	<u>\$ 105,487</u>	<u>\$ 1,403,581</u>
<b>LIABILITIES</b>					
<b>Liabilities</b>					
Due to other funds					
Debt service 2016	\$ 25,043	\$ -	\$ -	\$ -	\$ 25,043
Debt service 2019	123,707	-	-	-	123,707
Accounts payable	750	-	-	-	750
Accrued contracts payable	-	-	-	1,020	1,020
Due to Lennar	3,000	-	-	-	3,000
Total liabilities	<u>152,500</u>	<u>-</u>	<u>-</u>	<u>1,020</u>	<u>153,520</u>
<b>Fund balances</b>					
Restricted for:					
Debt service	-	128,461	883,369	-	1,011,830
Capital projects	-	-	-	104,467	104,467
Unassigned	133,764	-	-	-	133,764
Total fund balances	<u>133,764</u>	<u>128,461</u>	<u>883,369</u>	<u>104,467</u>	<u>1,250,061</u>
Total liabilities and fund balances	<u>\$ 286,264</u>	<u>\$ 128,461</u>	<u>\$ 883,369</u>	<u>\$ 105,487</u>	<u>\$ 1,403,581</u>

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll	\$ 22,616	\$ 22,616	\$ 162,759	14%
Assessment levy: off-roll				
North (Lennar)	-	-	19,976	0%
Interest & miscellaneous	1	3	-	N/A
Total revenues	<u>22,617</u>	<u>22,619</u>	<u>182,735</u>	12%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording	3,340	6,680	40,080	17%
Legal - general counsel				
Billing, Cochran, Lyles, Mauro & Ramsey	-	-	18,000	0%
Engineering	200	200	10,000	2%
Audit	-	-	8,500	0%
Accounting services - debt service	442	884	5,305	17%
Assessment roll preparation	950	1,899	11,395	17%
Arbitrage rebate calculation	750	750	1,500	50%
Dissemination agent	292	583	3,500	17%
Trustee	-	-	5,500	0%
Postage & reproduction	-	-	500	0%
Printing & binding	42	83	500	17%
Legal advertising	238	238	1,500	16%
Office supplies	-	-	500	0%
Annual district filing fee	175	175	175	100%
Insurance: general liability	-	6,188	6,484	95%
ADA website compliance	-	-	210	0%
Website	-	705	705	100%
Contingencies	54	122	1,000	12%
Total professional & administrative	<u>6,483</u>	<u>18,507</u>	<u>115,354</u>	16%



**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Field operations</b>				
Monitoring reports	-	-	5,400	0%
Wetlands planting and earthwork	-	-	14,350	0%
Area management services	-	-	24,442	0%
Groundwater sampling	-	-	12,500	0%
Annual permits & plat	-	-	5,500	0%
Contingencies	-	-	3,490	0%
Total field operations	<u>-</u>	<u>-</u>	<u>65,682</u>	0%
<b>Other fees and charges</b>				
Property appraiser	-	-	848	0%
Tax collector	226	226	848	27%
Total other fees and charges	<u>226</u>	<u>226</u>	<u>1,696</u>	13%
Total expenditures	<u>6,709</u>	<u>18,733</u>	<u>182,732</u>	10%
Excess/(deficiency) of revenues over/(under) expenditures	15,908	3,886	3	
Fund balance - beginning	<u>117,856</u>	<u>129,878</u>	<u>64,938</u>	
Fund balance - ending (projected)	133,764	133,764	64,941	
Assigned				
3 months working capital	50,546	50,546	50,546	
Unassigned	83,218	83,218	14,395	
Fund balance - ending	<u>\$ 133,764</u>	<u>\$ 133,764</u>	<u>\$ 64,941</u>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2016  
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments - on roll	\$ 25,296	\$ 25,296	\$ 182,046	14%
Interest	1	2	-	N/A
Total revenues	<u>25,297</u>	<u>25,298</u>	<u>182,046</u>	14%
<b>EXPENDITURES</b>				
Principal	-	-	54,000	0%
Interest	63,436	63,436	126,873	50%
Total expenditures	<u>63,436</u>	<u>63,436</u>	<u>180,873</u>	35%
<b>Other fees and charges</b>				
Property appraiser	-	-	948	0%
Tax collector	253	253	948	27%
Total other fees and charges	<u>253</u>	<u>253</u>	<u>1,896</u>	13%
Total expenditures	<u>63,689</u>	<u>63,689</u>	<u>182,769</u>	35%
<b>OTHER FINANCING SOURCES/(USES)</b>				
Transfers out	(1)	(1)	-	N/A
Total other financing sources/(uses)	<u>(1)</u>	<u>(1)</u>	<u>-</u>	N/A
Excess/(deficiency) of revenues over/(under) expenditures	(38,393)	(38,392)	(723)	
Fund balance - beginning	166,854	166,853	164,858	
Fund balance - ending	<u>\$ 128,461</u>	<u>\$ 128,461</u>	<u>\$ 164,135</u>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2019  
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments - on roll	\$ 124,956	\$ 124,956	\$ 899,278	14%
Special assessments - off roll (East)	-	-	177,929	0%
Interest	6	10	-	N/A
Total revenues	<u>124,962</u>	<u>124,966</u>	<u>1,077,207</u>	0%
<b>EXPENDITURES</b>				
Principal	-	-	600,000	0%
Interest	228,966	228,966	457,931	50%
Total expenditures	<u>228,966</u>	<u>228,966</u>	<u>1,057,931</u>	22%
<b>Other fees and charges</b>				
Property appraiser	-	-	4,684	0%
Tax collector	1,250	1,250	4,684	27%
Total other fees and charges	<u>1,250</u>	<u>1,250</u>	<u>9,368</u>	13%
Total expenditures	<u>230,216</u>	<u>230,216</u>	<u>1,067,299</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	(105,254)	(105,250)	9,908	
Fund balance - beginning	<u>988,623</u>	<u>988,619</u>	<u>964,258</u>	
Fund balance - ending	<u><u>\$ 883,369</u></u>	<u><u>\$ 883,369</u></u>	<u><u>\$ 974,166</u></u>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2016  
FOR THE PERIOD ENDED NOVEMBER 30, 2020**

	Current Month	Year to Date
<b>REVENUES</b>		
Interest & miscellaneous	\$ 1	\$ 1
Total revenues	1	1
<b>EXPENDITURES</b>		
Construction in progress	300	300
Total expenditures	300	300
Excess/(deficiency) of revenues over/(under) expenditures	(299)	(299)
<b>OTHER FINANCING SOURCES/(USES)</b>		
Transfers in	-	1
Total other financing sources/(uses)	-	1
Net change in fund balance	(299)	(298)
Fund balance - beginning	104,766	104,765
Fund balance - ending	\$ 104,467	\$ 104,467

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2016 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/20		63,436.25	63,436.25	2,644,000.00
05/01/21	54,000.00	63,436.25	117,436.25	2,590,000.00
11/01/21		62,423.75	62,423.75	2,590,000.00
05/01/22	56,000.00	62,423.75	118,423.75	2,534,000.00
11/01/22		61,373.75	61,373.75	2,534,000.00
05/01/23	58,000.00	61,373.75	119,373.75	2,476,000.00
11/01/23		60,286.25	60,286.25	2,476,000.00
05/01/24	60,000.00	60,286.25	120,286.25	2,416,000.00
11/01/24		58,861.25	58,861.25	2,416,000.00
05/01/25	63,000.00	58,861.25	121,861.25	2,353,000.00
11/01/25		57,365.00	57,365.00	2,353,000.00
05/01/26	67,000.00	57,365.00	124,365.00	2,286,000.00
11/01/26		55,773.75	55,773.75	2,286,000.00
05/01/27	70,000.00	55,773.75	125,773.75	2,216,000.00
11/01/27		54,111.25	54,111.25	2,216,000.00
05/01/28	73,000.00	54,111.25	127,111.25	2,143,000.00
11/01/28		52,377.50	52,377.50	2,143,000.00
05/01/29	77,000.00	52,377.50	129,377.50	2,066,000.00
11/01/29		50,548.75	50,548.75	2,066,000.00
05/01/30	80,000.00	50,548.75	130,548.75	1,986,000.00
11/01/30		48,648.75	48,648.75	1,986,000.00
05/01/31	84,000.00	48,648.75	132,648.75	1,902,000.00
11/01/31		46,653.75	46,653.75	1,902,000.00
05/01/32	88,000.00	46,653.75	134,653.75	1,814,000.00
11/01/32		44,563.75	44,563.75	1,814,000.00
05/01/33	93,000.00	44,563.75	137,563.75	1,721,000.00
11/01/33		42,355.00	42,355.00	1,721,000.00
05/01/34	97,000.00	42,355.00	139,355.00	1,624,000.00
11/01/34		40,051.25	40,051.25	1,624,000.00
05/01/35	102,000.00	40,051.25	142,051.25	1,522,000.00
11/01/35		37,628.75	37,628.75	1,522,000.00
05/01/36	107,000.00	37,628.75	144,628.75	1,415,000.00
11/01/36		35,087.50	35,087.50	1,415,000.00
05/01/37	112,000.00	35,087.50	147,087.50	1,303,000.00

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2016 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/37		32,427.50	32,427.50	1,303,000.00
05/01/38	118,000.00	32,427.50	150,427.50	1,185,000.00
11/01/38		29,625.00	29,625.00	1,185,000.00
05/01/39	124,000.00	29,625.00	153,625.00	1,061,000.00
11/01/39		26,525.00	26,525.00	1,061,000.00
05/01/40	130,000.00	26,525.00	156,525.00	931,000.00
11/01/40		23,275.00	23,275.00	931,000.00
05/01/41	136,000.00	23,275.00	159,275.00	795,000.00
11/01/41		19,875.00	19,875.00	795,000.00
05/01/42	143,000.00	19,875.00	162,875.00	652,000.00
11/01/42		16,300.00	16,300.00	652,000.00
05/01/43	151,000.00	16,300.00	167,300.00	501,000.00
11/01/43		12,525.00	12,525.00	501,000.00
05/01/44	159,000.00	12,525.00	171,525.00	342,000.00
11/01/44		8,550.00	8,550.00	342,000.00
05/01/45	167,000.00	8,550.00	175,550.00	175,000.00
11/01/45		4,375.00	4,375.00	175,000.00
05/01/46	175,000.00	4,375.00	179,375.00	-
<b>Total</b>	<b>2,644,000.00</b>	<b>2,090,047.50</b>	<b>4,734,047.50</b>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2019 SENIOR BONDS AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/20			152,625.00	152,625.00	10,175,000.00
05/01/21	430,000.00	3.000%	152,625.00	582,625.00	9,745,000.00
11/01/21			146,175.00	146,175.00	9,745,000.00
05/01/22	445,000.00	3.000%	146,175.00	591,175.00	9,300,000.00
11/01/22			139,500.00	139,500.00	9,300,000.00
05/01/23	460,000.00	3.000%	139,500.00	599,500.00	8,840,000.00
11/01/23			132,600.00	132,600.00	8,840,000.00
05/01/24	475,000.00	3.000%	132,600.00	607,600.00	8,365,000.00
11/01/24			125,475.00	125,475.00	8,365,000.00
05/01/25	490,000.00	3.000%	125,475.00	615,475.00	7,875,000.00
11/01/25			118,125.00	118,125.00	7,875,000.00
05/01/26	500,000.00	3.000%	118,125.00	618,125.00	7,375,000.00
11/01/26			110,625.00	110,625.00	7,375,000.00
05/01/27	520,000.00	3.000%	110,625.00	630,625.00	6,855,000.00
11/01/27			102,825.00	102,825.00	6,855,000.00
05/01/28	535,000.00	3.000%	102,825.00	637,825.00	6,320,000.00
11/01/28			94,800.00	94,800.00	6,320,000.00
05/01/29	550,000.00	3.000%	94,800.00	644,800.00	5,770,000.00
11/01/29			86,550.00	86,550.00	5,770,000.00
05/01/30	565,000.00	3.000%	86,550.00	651,550.00	5,205,000.00
11/01/30			78,075.00	78,075.00	5,205,000.00
05/01/31	585,000.00	3.000%	78,075.00	663,075.00	4,620,000.00
11/01/31			69,300.00	69,300.00	4,620,000.00
05/01/32	600,000.00	3.000%	69,300.00	669,300.00	4,020,000.00
11/01/32			60,300.00	60,300.00	4,020,000.00
05/01/33	620,000.00	3.000%	60,300.00	680,300.00	3,400,000.00
11/01/33			51,000.00	51,000.00	3,400,000.00
05/01/34	640,000.00	3.000%	51,000.00	691,000.00	2,760,000.00
11/01/34			41,400.00	41,400.00	2,760,000.00
05/01/35	660,000.00	3.000%	41,400.00	701,400.00	2,100,000.00
11/01/35			31,500.00	31,500.00	2,100,000.00
05/01/36	680,000.00	3.000%	31,500.00	711,500.00	1,420,000.00
11/01/36			21,300.00	21,300.00	1,420,000.00
05/01/37	700,000.00	3.000%	21,300.00	721,300.00	720,000.00
11/01/37			10,800.00	10,800.00	720,000.00
05/01/38	720,000.00	3.000%	10,800.00	730,800.00	-
<b>Total</b>	<b>10,175,000.00</b>		<b>3,145,950.00</b>	<b>13,320,950.00</b>	

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2019 SUBORDINATED BONDS AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/20			76,340.63	76,340.63	4,170,000.00
05/01/21	170,000.00	3.125%	76,340.63	246,340.63	4,000,000.00
11/01/21			73,684.38	73,684.38	4,000,000.00
05/01/22	175,000.00	3.125%	73,684.38	248,684.38	3,825,000.00
11/01/22			70,950.00	70,950.00	3,825,000.00
05/01/23	180,000.00	3.125%	70,950.00	250,950.00	3,645,000.00
11/01/23			68,137.50	68,137.50	3,645,000.00
05/01/24	185,000.00	3.125%	68,137.50	253,137.50	3,460,000.00
11/01/24			65,246.88	65,246.88	3,460,000.00
05/01/25	195,000.00	3.375%	65,246.88	260,246.88	3,265,000.00
11/01/25			61,956.25	61,956.25	3,265,000.00
05/01/26	200,000.00	3.375%	61,956.25	261,956.25	3,065,000.00
11/01/26			58,581.25	58,581.25	3,065,000.00
05/01/27	205,000.00	3.375%	58,581.25	263,581.25	2,860,000.00
11/01/27			55,121.88	55,121.88	2,860,000.00
05/01/28	215,000.00	3.375%	55,121.88	270,121.88	2,645,000.00
11/01/28			51,493.75	51,493.75	2,645,000.00
05/01/29	220,000.00	3.375%	51,493.75	271,493.75	2,425,000.00
11/01/29			47,781.25	47,781.25	2,425,000.00
05/01/30	230,000.00	3.375%	47,781.25	277,781.25	2,195,000.00
11/01/30			43,900.00	43,900.00	2,195,000.00
05/01/31	240,000.00	4.000%	43,900.00	283,900.00	1,955,000.00
11/01/31			39,100.00	39,100.00	1,955,000.00
05/01/32	245,000.00	4.000%	39,100.00	284,100.00	1,710,000.00
11/01/32			34,200.00	34,200.00	1,710,000.00
05/01/33	255,000.00	4.000%	34,200.00	289,200.00	1,455,000.00
11/01/33			29,100.00	29,100.00	1,455,000.00
05/01/34	270,000.00	4.000%	29,100.00	299,100.00	1,185,000.00
11/01/34			23,700.00	23,700.00	1,185,000.00
05/01/35	280,000.00	4.000%	23,700.00	303,700.00	905,000.00
11/01/35			18,100.00	18,100.00	905,000.00
05/01/36	290,000.00	4.000%	18,100.00	308,100.00	615,000.00
11/01/36			12,300.00	12,300.00	615,000.00
05/01/37	300,000.00	4.000%	12,300.00	312,300.00	315,000.00
11/01/37			6,300.00	6,300.00	315,000.00
05/01/38	315,000.00	4.000%	6,300.00	321,300.00	-
<b>Total</b>	<b>4,170,000.00</b>		<b>1,671,987.50</b>	<b>5,841,987.50</b>	



**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**5A**

**DRAFT**

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

The Landmark at Doral Community Development District held a Landowners' Meeting on November 19, 2020 at 10:00 a.m., at the offices of Lennar, 730 N.W. 107th Avenue, Suite 300, Miami, Florida 33172.

**Present were:**

Daniel Rom	District Manager
Michal Szymonowicz (via telephone)	Wrathell, Hunt and Associates, LLC
Bruce Feagins (via telephone)	Wrathell, Hunt and Associates, LLC
Ginger Wald	District Counsel
Juan Alvarez	District Engineer
Carmen Orozco	Vice Chair
Teresa Baluja (via telephone)	Chair
Raisa Krause	Assistant Secretary
Todd Patterson	Assistant Secretary
Mirtha Davis-Lockwood	Landowner
Sheriyah McCoy	Landowner
Madelys Coronado	Landowner
Su Wun Bosco Leu	Landowner
Residents	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 10:29 a.m. Ms. Wald noted that Board Members present, in person, were Ms. Carmen Orozco, Seat 2, Ms. Raisa Krause, Seat 4, and Mr. Todd Patterson, Seat 5. Ms. Teresa Baluja, Seat 3, was attending via telephone.

**SECOND ORDER OF BUSINESS**

**Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**THIRD ORDER OF BUSINESS**

**Election of a Chair to Conduct Landowners' Meeting**

40 On MOTION by Ms. Orozco and seconded by Mr. Patterson, with all in favor,  
 41 Mr. Rom serving as Chair to conduct the Landowners' meeting, was approved.

42

43

44

**FOURTH ORDER OF BUSINESS**

**Election of Supervisors [SEAT 4]**

45

46

**A. Nominations**

47

Landowner Sheriyah McCoy made the following nomination:

48

Seat 4 Su Wun Bosco Leu

49

Ms. Orozco made the following nomination:

50

Seat 4 Raisa Krause

51

**B. Casting of Ballots**

52

**I. Determine Number of Voting Units Represented**

53

A total of 66 voting units were represented, as follows:

54

Ms. Orozco	0 individual votes	30 proxy votes
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55

Mr. Patterson	1 individual vote	15 proxy votes
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56

Ms. McCoy	1 individual vote	6 proxy votes
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57

Ms. Davis-Lockwood	1 individual vote	10 proxy votes
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58

Su Wun Bosco Leu	1 individual vote	0 proxy votes
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59

Madelys Coronado	1 individual vote	0 proxy votes
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60

**II. Determine Number of Voting Units Assigned by Proxy**

61

Lennar Homes, LLC, assigned by proxy 30 voting units to Ms. Orozco.

62

Individual landowners assigned by proxy 15 voting units to Mr. Patterson.

63

Individual landowners assigned by proxy 6 voting units to Ms. McCoy.

64

Individual landowners assigned by proxy 10 voting units to Ms. Davis-Lockwood.

65

Ms. Wald stated that Ms. Orozco has 30 proxies, Todd Patterson has 15 proxies,

66

Sheriyah McCoy has 6 proxies, and Mirtha Davis-Lockwood has 10 proxies.

67

A total of 61 voting units were assigned by proxy.

68

Ms. Orozco cast the following votes:

69

Seat 4	Raisa Krause	30 votes
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70

Ms. McCoy cast the following votes:



95  
96  
97  
98  
99  
100  
101  
102

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**5B**

**DRAFT**

**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 November 19, 2020, *immediately following the Landowners' Meeting scheduled to commence at 10:00 a.m.*, at the offices of Lennar, 730 N.W. 107<sup>th</sup> Avenue, Suite 300, Miami, Florida 33172.

**For Landmark at Doral CDD:**

Teresa Baluja (via telephone)	Chair
Carmen Orozco	Vice Chair
Todd Patterson	Assistant Secretary
Su Wun Bosco Leu	Assistant Secretary
Michelle A. Garcia	Assistant Secretary

**Also present were:**

Daniel Rom	District Manager
Ginger Wald	District Counsel
Juan Alvarez	District Engineer
Mirtha Davis-Lockwood	Resident
Sheriyah McCoy	Resident
Madelys Coronado	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 11:07 a.m. He stated the Landowners' Meeting just concluded at which Mr. Bosco Leu was elected to the Board. The Oath of Office was administered to Ms. Michelle A. Garcia, Seat 1, prior to this meeting. Supervisors Orozco, Patterson, Leu and Garcia were present in person. Supervisor Baluja was attending via telephone.

**SECOND ORDER OF BUSINESS**

**Public Comments**

38 Ms. Mirtha Davis-Lockwood, a resident, stated that residents would contest  
 39 appointments of non-homeowners to the Board and that residents would be requesting a full  
 40 review of all items being assessed to resident’s taxes from the CDD, as she feels that some  
 41 items should not be included in their taxes. There was a question in reference to the 66<sup>th</sup> Street  
 42 median and ownership/voting rights of that area.

43 Ms. Sheriyah McCoy, a resident, asked if CDD announcements could be published in a  
 44 medium that was more accessible to the general public.

45

46 **THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly  
 Elected Supervisors [SEATS 1 & 4], (the  
 following to be provided in a separate  
 package)**

47

48

49

50

51 Ms. Wald, a Notary of the State of Florida and duly authorized, administered the Oath of  
 52 Office to Mr. Su Wun Bosco Leu. The following items were provided and would be reviewed,  
 53 individually, following the meeting:

54 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

55 **B. Membership, Obligations and Responsibilities**

56 **C. Financial Disclosure Forms**

57 **I. Form 1: Statement of Financial Interests**

58 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

59 **III. Form 1F: Final Statement of Financial Interests**

60 **D. Form 8B – Memorandum of Voting Conflict**

61

62 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-01,  
 Canvassing and Certifying the Results of  
 the Landowners’ Election of Supervisors  
 Held Pursuant to Section 190.006(2),  
 Florida Statutes; and Providing for an  
 Effective Date**

63

64

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66

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70



71 Mr. Rom presented Resolution 2021-01 and recapped the Landowners' Election results  
72 as follows:

73 Seat 4 Su Wan Bosco Leu 36 votes 4-year Term

74

75 **On MOTION by Mr. Patterson and seconded by Ms. Garcia, with all in favor,**  
76 **Resolution 2021-01, Canvassing and Certifying the Results of the Landowners'**  
77 **Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes;**  
78 **and Providing for an Effective Date, was adopted.**

79  
80

81 **FIFTH ORDER OF BUSINESS** **Consider Appointment of Qualified Elector**  
82 **to Fill Vacancy in Seat 5**

83  
84 Mr. Leu nominated Mr. Todd Patterson to fill the vacancy in Seat 5. No other  
85 nominations were made.

86

87 **On MOTION by Ms. Garcia and seconded by Ms. Orozco, with all in favor, the**  
88 **appointment of Mr. Todd Patterson to Seat 5, term expires November 2024,**  
89 **was approved.**

90  
91

- 92 • **Administration of Oath of Office to Newly Elected Supervisor**

93 The Oath of Office was administered to Mr. Patterson following the Eleventh Order of  
94 Business.

95

96 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2021-02,**  
97 **Designating a Chair, a Vice Chair, a**  
98 **Secretary, Assistant Secretaries, a**  
99 **Treasurer and an Assistant Treasurer of the**  
100 **Landmark at Doral Community**  
101 **Development District, and Providing for an**  
102 **Effective Date**

103  
104 Mr. Rom presented Resolution 2021-02. Ms. Wald discussed the roles and  
105 responsibilities of the Board Members and officer positions.

106 Ms. Baluja nominated the following slate of officers:

107	Chair	Teresa Baluja
108	Vice Chair	Carmen Orozco
109	Secretary	Craig Wrathell
110	Assistant Secretary	Todd Patterson
111	Assistant Secretary	Su Wan Bosco Leu
112	Assistant Secretary	Michelle A. Garcia
113	Assistant Secretary	Cindy Cerbone
114	Assistant Secretary	Daniel Rom
115	Treasurer	Craig Wrathell
116	Assistant Treasurer	Jeff Pinder

117 Mr. Leu nominated the following slate of officers:

118	Chair	Todd Patterson
119	Vice Chair	Su Wan Bosco Leu
120	Secretary	Craig Wrathell
121	Assistant Secretary	Teresa Baluja
122	Assistant Secretary	Carmen Orozco
123	Assistant Secretary	Michelle A. Garcia
124	Assistant Secretary	Cindy Cerbone
125	Assistant Secretary	Daniel Rom
126	Treasurer	Craig Wrathell
127	Assistant Treasurer	Jeff Pinder

128 No other nominations were made.

129

130 **On MOTION by Ms. Orozco and seconded by Ms. Garcia, with Ms. Orozco, Ms.**  
 131 **Garcia and Ms. Baluja in favor and Mr. Leu and Mr. Patterson dissenting,**  
 132 **Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant**  
 133 **Secretaries, a Treasurer and an Assistant Treasurer of the Landmark at Doral**  
 134 **Community Development District, as nominated by Ms. Baluja, and Providing**  
 135 **for an Effective Date, was adopted. [Motion passed 3-2]**

136

137

138 SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the Covid-19 Pandemic

139  
140  
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146

Ms. Wald presented Resolution 2021-03.

147

On MOTION by Ms. Orozco and seconded by Ms. Baluja, with all in favor, Resolution 2021-03, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology Pursuant to Executive Order No. 20-69, as Amended and Extended, as a Result of the Covid-19 Pandemic, was adopted.

148  
149  
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152

153  
154

155 EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2020

156  
157  
158

Mr. Rom presented the Unaudited Financial Statements as of September 30, 2020.

159 Discussion ensued regarding construction funds. This item was deferred to the next meeting.

160

161 NINTH ORDER OF BUSINESS

Approval of September 10, 2020 Telephonic Public Hearing and Meeting Minutes

162  
163  
164

165 Mr. Rom presented the September 10, 2020 Telephonic Public Hearing and Meeting  
166 Minutes.

167

On MOTION by Ms. Orozco and seconded by Ms. Garcia, with all in favor, the September 10, 2020 Telephonic Public Hearing and Meeting Minutes, as presented, were approved.

168  
169  
170

171  
172

173 TENTH ORDER OF BUSINESS

Staff Reports

174  
175

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

176 There being nothing further to report, the next item followed.

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

178 There being no report, the next item followed.

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

180 Mr. Leu suggested changing the meeting location. Ms. Wald discussed advertising and  
181 meeting room requirements, including COVID-19 considerations. The subject of a new meeting  
182 location would be discussed in January 2021.

183 • **NEXT MEETING DATE: December 10, 2020 at 10:00 A.M.**

184 ○ **QUORUM CHECK**

185 The next meeting will be held December 10, 2020 but might be cancelled, if not  
186 necessary.

187

188 **ELEVENTH ORDER OF BUSINESS**

**Public Comments/Supervisors' Requests**

189

190 Ms. Davis-Lockwood stated that she was requesting a review of Ms. Garcia's  
191 qualification as a candidate and if Ms. Garcia was a resident. Ms. Davis-Lockwood was advised  
192 by District Counsel that she would need to submit that request to the Supervisor of Elections, as  
193 the District does not determine or handle the candidate qualification process.

194 A member of the public stated that homeowners wished to form a committee to review  
195 decisions on any budget adjustments prior to any changes being made by the Board.

196 ▪ **Administration of Oath of Office to Newly Elected Supervisor**

197 **This item, previously part of the Fifth Order of Business, was presented out of order.**

198 Ms. Wald, a Notary of the State of Florida and duly authorized, administered the Oath of  
199 Office to Mr. Todd Patterson.

200

201 **TWELFTH ORDER OF BUSINESS**

**Adjournment**

202

203 There being nothing further to discuss, the meeting adjourned.

204

205 **On MOTION by Ms. Orozco and seconded by Ms. Garcia, with all in favor, the**  
206 **meeting adjourned at 11:45 a.m.**

207  
208  
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212  
213  
214

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**LANDMARK AT DORAL  
COMMUNITY DEVELOPMENT DISTRICT**

**6C**

**LANDMARK AT DORAL COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE**

**LOCATION**

*offices of Lennar, 730 N.W. 107<sup>th</sup> Avenue, Suite 300, Miami, Florida 33172*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 8, 2020 CANCELED</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>November 19, 2020</b>	<b>Landowners' Meeting &amp; Regular Meeting</b>	<b>10:00 AM</b>
<b>December 10, 2020 CANCELED</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>January 14, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>February 11, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>March 11, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>April 8, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>May 13, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>June 10, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>July 8, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>August 12, 2021</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>September 9, 2021</b>	<b>Public Hearing &amp; Regular Meeting</b>	<b>10:00 AM</b>