

**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 February 21, 2024 at 4:00 p.m., at the Landmark Clubhouse, 10220 NW 66<sup>th</sup> Street, Doral, Florida 33178.

**Present were:**

Su-Wun Bosco Leu  
Todd Patterson  
Odel Torres

Chair  
Vice Chair  
Assistant Secretary

**Also present:**

Daniel Rom  
Kristen Thomas (via telephone)  
Gregory George  
Juan Alvarez  
Alex Aleman  
Shannon Denouden  
Jeff Thompson

District Manager  
Wrathell, Hunt and Associates, LLC (WHA)  
District Counsel  
District Engineer  
Alvarez Engineers, Inc.  
BrightView Landscaping (BrightView)  
MEC Engineering

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 4:14 p.m. Supervisors Bosco, Patterson and Torres were present. Supervisors Finol and Tellez were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Discussion/Consideration (90 minutes)**

▪ **BrightView Installation of Irrigation Heads**

**This item, previously Item 3D, was presented out of order.**

Mr. Rom stated this proposal relates to part of the area of the cocoplums project; BrightView believes that the cocoplums died due to lack of irrigation.

Ms. Denouden presented the BrightView proposal for installation of additional irrigation, discussed photos and responded to questions.

Mr. Bosco voiced his opinion that irrigation should have been done sooner and that it should be done now and, once that is done, a resolution can be negotiated.

Discussion ensued regarding the scope of service.

Ms. Denouden suggested temporarily replacing the protective yellow rods on the corners with yellow ground markers, at no cost to the CDD.

**On MOTION by Mr. Patterson and seconded by Mr. Bosco, with all in favor, the BrightView proposal for installation of irrigation heads, in the amount of \$1,684.80, was approved**

▪ **Widening of Alleyway Turning Lanes**

**This item, previously Item 3G, was presented out of order.**

Mr. Bosco stated that he and Shannon, from BrightView, viewed the areas in question and he understands BrightView’s point; he thinks the north side looks bad.

Mr. Rom asked if the Board wants to consider proposals to widen those areas. Mr. Alvarez stated a Miami-Dade County detail provides for widening identified areas by 2’.

Discussion ensued regarding the scope of service, permitting, bid and design, and authorizing a not-to-exceed amount. It was noted that 13 corners are affected.

Ms. Denouden will provide Mr. Alvarez with the exact locations.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, authorizing the District Engineer to design a solution and obtain proposals for widening alleyway turning lanes, as discussed, in a not-to-exceed amount of \$50,000, was approved.**

▪ **Lake Bank Beautification Project**

**This item, previously Item 3J, was presented out of order.**

Mr. Bosco distributed and presented a BrightView proposal. He noted that, while the original lake design proposal was beautiful, he did not ask to have it presented at the last meeting due to the \$500,000 cost. He discussed his site visit and suggested the Supervisors visit the area, individually, to get a sense of the depth. He voiced his opinion that it feels as though Lennar did not finish the area. He presented photos of the area and of the area to the north.

Mr. Bosco presented a scaled down version of the BrightView proposal that includes grading, fencing, landscaping, necessary irrigation, sod, pavers and landscaping concentrated at NW 66<sup>th</sup> Street as an entrance to the lake amenity. Per the design, there would be two pads with landscaping and furniture, providing an area for residents to enjoy the lake. Pavers would mimic the pavers in the parks and in front of the clubhouse. Landscaping would be consistent with community standards.

Mr. Alvarez stated the northeast corner of the lake is a wetland, which limits placement in that area.

Discussion ensued regarding the proposal, fencing and the scope of work.

It was noted that a surveyor would mark the boundaries and the fencing would be done appropriately.

Mr. Bosco suggested approving the proposal but with a contingency, so that work can proceed without additional approvals. Mr. Rom stated the proposal is \$94,280. Mr. Bosco suggested a not-to-exceed amount of \$99,000. He stated the sitting furniture would be consistent with other furniture in the CDD. One Sylvester palm would be relocated and two additional Sylvester palms would be installed in the sitting area.

Mr. Alvarez confirmed that he knows of no reason that the work cannot be done.

**On MOTION by Mr. Bosco and seconded by Mr. Patterson, the BrightView proposal for Concept II, with contingency as discussed, in a not-to-exceed amount of \$99,000, was approved.**

**A. MEC Proposal for Environmental Monitoring**

Mr. Rom recalled that the Board considered a proposal from MEC Engineering and authorized Mr. Patterson to speak with Staff and Mr. Thompson regarding the existing Department of Environmental Resources Management (DERM) requirements.

Mr. Thompson presented the proposal for a background study that DERM requested several times, via letter. Nearby sites, DERM records and iron groundwater data will be evaluated to determine their natural background concentrations. Additional assessments will likely be necessary depending upon the results of the study.

Mr. Bosco recalled previous discussion regarding acceptable iron levels before construction began and questioned if Lennar can be made to pay. Mr. Thompson stated the Environmental Attorney he would recommend also represents Lennar.

Discussion ensued regarding the baseline before lake excavation, muck moved into the lake, extraction of the fill, the previous developer that went bankrupt, whether the property was accepted “as-is” and recourse against Lennar.

**On MOTION by Mr. Patterson and seconded by Mr. Bosco, with all in favor, the MEC Engineering proposal for Environmental Engineering Consulting Services for a Groundwater Background Study, in a not-to-exceed amount of \$8,000, was approved.**

Regarding pursuing legal recourse, the Board agreed that District Counsel will speak with Mr. Thompson further and advise accordingly.

**On MOTION by Mr. Bosco and seconded by Mr. Patterson, with all in favor, terminating the SCS Engineering Consulting Services Agreement, was approved.**

▪ **Discussion: BrightView Wetlands Remediation Proposal**

**This item was an addition to the agenda.**

Mr. Bosco recalled a proposal was submitted to cleanup boundary encroachments in the wetlands, at an approximate cost of \$28,000. He suggested money be spent in areas that homeowners will see. He discussed another work order for a road dividing the CDD and

apartment buildings and voiced his opinion that the other stakeholder needs to do a better job maintaining their area.

The Board and Staff discussed the proposal, pictures of the area and the scope of work with Ms. Denouden.

Mr. Bosco feels that Staff should send a letter to Landmark South advising of what will be done and, if remediation is done, another letter should be sent to advise of their ongoing responsibility to maintain. It was noted that Landmark South is under new ownership. Mr. Alvarez discussed the responsibility of owners to maintain the first 10', which are not part of the wetlands.

Mr. Bosco stated the proposal also includes remediation of trees adjacent to the parking spots in front of homes on NW 66<sup>th</sup> Street and 104<sup>th</sup> Path. He requested smaller plantings be installed to reduce the cost. Ms. Denouden stated she will try to procure smaller plantings and offered to remove the grass in the small parking medians on 104<sup>th</sup> Path and replace it with mulch for a cleaner appearance that is easier to maintain.

Mr. Rom noted the proposal is \$27,711.67.

Discussion ensued regarding the proposal, scope of work and notifying Landmark South of the responsibility to maintain certain areas.

**On MOTION by Mr. Patterson and seconded by Mr. Bosco, with all in favor, the BrightView Wetlands Remediation Proposal, in a not-to-exceed amount of \$19,800, subject to proceeding only after Landmark South performs the required cleanup/maintenance, was approved.**

Mr. Rom and Ms. Denouden will schedule an on-site inspection of affected areas.

▪ **Discussion: BrightView Monthly QSA Reporting**

**This item was an addition to the agenda.**

Discussion ensued regarding the proposal for BrightView to produce a monthly Quality Site Assessment (QSA) Report to give the District Manager information of what is occurring in the CDD, the need to define the scope of work and the existing contract with BrightView.

Mr. Rom suggested the QSA Report include evaluating the entire CDD, in light of the existing Agreements, and documenting maintenance needs and deficiencies.

Mr. Bosco thinks the QSA Report needs to be comprehensive enough to include submitting photos and documenting issues, such as potholes, etc.

Mr. Rom noted that a separate agreement might be necessary.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the BrightView Monthly Quality Site Assessment Report, in the amount of \$300 per report, at the District Manager or Board’s direction if monthly reports are no longer needed, was approved.**

▪ **Discussion: BrightView Quarterly Maintenance**

**This was an addition to the agenda.**

The Board and Staff discussed the proposal for quarterly maintenance and the scope of work with Ms. Denouden, along with bike path maintenance, spraying and weed-eating weeds for 1’ on either side of the fence.

Mr. Bosco noted the need to eliminate redundancy between work performed by Allstate and BrightView.

Mr. Alvarez supported BrightView performing the bike path maintenance and the wetlands remediation.

Mr. Bosco questioned the need to clear the 3’ buffer that is not visible.

Treating the area with weed killer, whether another reputable company can perform the work at a lower cost and clearing out the area in favor of a maintenance-free area were discussed.

Ms. Denouden will submit a revised proposal.

**B. Proposals for Storm Drain Cleaning 5-Year Plan**

This item was discussed below.

**C. Fence Masters Proposal for Fence Repairs Along FPL Patrol Road/Bike Path**

This item was discussed below.

**D. Brightview Installation of Irrigation Heads**

This item was discussed above.

**E. Allstate Management Debris Removal Proposal**

Mr. Rom presented the Allstate Management Debris Removal Proposal, which would increase removal from quarterly to bi-monthly. This is deemed necessary due to reports of trash in the wetlands. Mr. Bosco requested monthly visits. The proposal was declined.

▪ **Discussion: Allstate Management Mitigation Maintenance Proposal**

**This item was an addition to the agenda.**

Mr. Rom stated the Allstate Management Mitigation Maintenance Proposal included in the handout offers service at a cost of \$455 per month and includes exotic vegetation control along the entire bike path, invasive weed and grass control, casual trash removal and major reporting on a monthly basis.

Mr. Rom stated large items, such as Christmas trees, are not included in the removal services; the contract stipulates removal is limited to casual trash only.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the Allstate Management Mitigation Maintenance Proposal, as amended to include monthly maintenance, in the amount of \$455 per month, was approved.**

**F. Exercise Park Project**

Mr. Alvarez presented the sketch and proposal for the Exercise Park Project. The park includes eleven pieces of equipment without movable parts, to reduce maintenance.

Discussion ensued regarding the proposal, mulch and path options, maintenance requirements, construction of concrete paths and landscaping versus installing sod.

Ms. Denouden stated some resodding will be necessary once construction is complete.

Discussion ensued about landscaping the center to prevent the open space from being utilized as a soccer field; park design, the ability to customize equipment selections, reducing the cost, eliminating the concrete paths and relying on existing sidewalks were also discussed.

Mr. Alvarez estimated a cost of approximately \$100,000 for the project, as currently proposed and including necessary modifications to irrigation.

The features and layout of the park and placement of exercise equipment were discussed. The Board agreed to Mr. Patterson working with Staff to develop a new proposal.

**G. Widening of Alleyway Turning Lanes**

This item was discussed above.

**H. NW 104<sup>th</sup> Path Wetlands Encroachment Remediation**

This item was discussed above.

**I. Lighting Deficiencies within CDD Tracts**

This item was discussed below.

**J. Lake Bank Beautification Project**

This item was discussed above.

**K. Quit Claim Deed of Lennar Homes, LLC Folios:**

**35-3017-047-1150**

**35-3017-047-1160**

**35-3017-038-5320**

**35-3017-038-5310**

This item was presented following Item 3N.

**L. Resolution 2024-01 Implementing Section 190.006(3), Florida Statutes, and Requesting that the Miami-Dade County Supervisor of Elections Begin Conducting the District's General Elections; Providing for Compensation; Setting forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date**

This item was discussed below.

**M. Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2023/Filing Instructions**

This item was included for informational purposes.

**N. Landmark at Doral Homeowners' Association, Inc. Notice to Terminate Maintenance and Parking Agreement**

- **CDD Response**
- **Maintenance Entities and Responsibilities Maps**



Mr. Rom presented the HOA's Notice to Terminate Maintenance and Parking Agreement and the CDD's official response. He stated an updated email notice from the HOA dated February 16, 2024 was forwarded to the Board and Staff this morning.

Mr. George stated that Staff needs direction regarding to how to proceed. Despite the conflicting opinions regarding the HOA's ability to terminate the Agreement prior to the CDD having time to consider its annual budget, the CDD has areas to maintain and the HOA no longer wants to provide administration or services.

Mr. Rom stated the purpose of this agenda item is to bring the matter to the Board for consideration; this is the first meeting since the notice was received.

Mr. George stated the intent seems to be that HOA contracts will remain in place and the HOA intent is to send invoices to the CDD, as the HOA is unwilling to provide the services.

**Mr. Bosco stepped out of the meeting at 5:55 p.m., and the quorum was temporarily lost. The meeting resumed at approximately 5:57 p.m., when Mr. Bosco returned and the quorum was re-established.**

Discussion ensued regarding how much this will cost the CDD.

Mr. Torres stated invoices were already received and sent to be paid by the CDD.

Mr. Rom stated, because the CDD has not budgeted for these items, it remains to be seen what funds are available to pay the invoices. Mr. Torres stated, if the CDD does not have the money, the HOA will not default on the payments.

Discussion ensued regarding the unprecedented nature of the HOA's action.

Mr. Rom stated it was made clear to him that the HOA will send invoices for the work done on CDD property; if the CDD is in a financial position, only then it can make payments. If the CDD is unable to make payments, the HOA will continue paying the invoices with the expectation that the CDD begins budgeting for these expenses in Fiscal Year 2025. The Agreement will terminate on September 30, 2024.

Mr. George stated a Letter of Understanding will be needed to clarify where the Agreement stands and state the expectations of the parties. The CDD will have to pay the bills if the services are being provided but the CDD has not contracted with the landscape providers.

Mr. Rom stated his understanding that the HOA agreed to keep the parking responsibilities. It was noted that parking is governed by the Agreement being terminated. Mr. George stated the HOA wants to bifurcate the Agreement, ceasing to manage landscaping but retaining the responsibility for parking, which would require an amendment to the Agreement.

Mr. Aleman and Mr. Alvarez presented Exhibits 1 and 2 and responded to questions. Mr. Bosco asked if the analysis includes the greenery and if 50% of the bill will be given to the CDD. Mr. Aleman stated BrightView gave a very good presentation of the information. Regarding Exhibits 1 and 2, Mr. Alvarez noted that the information was drawn from existing Agreements.

It was noted that a Memorandum of Understanding will be needed.

**O. Parking Enforcement**

This item was discussed during Item 3N.

▪ **Quit Claim Deed of Lennar Homes, LLC Folios:**

**This item, previously Item 3K, was presented out of order.**

- **35-3017-047-1150**
- **35-3017-047-1160**
- **35-3017-038-5320**
- **35-3017-038-5310**

The following changes were made to the Quit Claim Deed:

Page 1, Paragraph 1: Change “February, 20124” to “February, 2024”

Page 1, Paragraph 1: Change “6131 Lyons Road, Suite 100, Coconut Creek, Florida 33073” to “2300 Glades Road, Suite 410W, Boca Raton, Florida 33431”

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the Quit Claim Deed of Lennar Homes, LLC for Folios No. 35-3017-047-1150, 35-3017-047-1160, 35-3017-038-5320 and 35-3017-038-5310, as amended, was approved.**

▪ **Fence Masters Proposal for Fence Repairs Along FPL Patrol Road/Bike Path**

**This item, previously Item 3C, was presented out of order.**

The need for fence repairs was discussed.

Mr. Rom stated he has been unable to find other contractors for this project.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the Fence Masters Proposal for Fence Repairs Along FPL Patrol Road/Bike Path, for the repairs only, in a not-to-exceed amount of \$2,000, was approved.**

- **Proposals for Storm Drain Cleaning 5-Year Plan**

**This item, previously Item 3B, was presented out of order.**

The Board and Staff discussed the proposals received from Top Dog Sewer and Drain Cleaning, LLC; Caraballo Express Pump Out Corp.; and Raptor Vac Systems, Inc.

Mr. Alvarez recommended engaging Raptor Vac Systems, Inc., to perform the Phase 1 work and discussed the reasons.

**On MOTION by Mr. Bosco and seconded by Mr. Patterson, with all in favor, the Raptor Vac Systems, Inc. proposal for the Phase 1 work, in a not-to-exceed amount of \$27,980, was approved.**

- **Lighting Deficiencies within CDD Tracts**

**This item, previously Item 3I, was presented out of order.**

Mr. Alvarez noted Florida Power & Light (FPL) will not move the light poles to the median and the CDD boundaries cannot be extended to include the medians. He suggested performing a photometric study and telling FPL how many poles the CDD wants. A plan to include those poles in the FPL maintenance easement will be developed. A proposal will be requested.

Discussion ensued regarding the costs for design and lighting on 66<sup>th</sup> Street.

The Board authorized photometrics for 104<sup>th</sup> Street lighting only.

- **Resolution 2024-01 Implementing Section 190.006(3), Florida Statutes, and Requesting that the Miami-Dade County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting forth the Terms of Office;**

**Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date**

**This item, previously Item 3L, was presented out of order.**

Mr. Rom presented Resolution 2024-01. Seats 1, 4 and 5, currently held by Supervisors Odel Torres, Su-Wun Bosco Leu and Todd Patterson, respectively, will be up for election at the November 2024 General Election. The candidate qualifying period is noon, June 10, 2024 to noon, June 14, 2024. Candidates must be a citizen of the United States, at least 18 years of age, a legal resident of Florida, reside within the CDD and be a registered Miami-Dade County voter.

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, 2024-01 Implementing Section 190.006(3), Florida Statutes, and Requesting that the Miami-Dade County Supervisor of Elections Begin Conducting the District's General Elections; Providing for Compensation; Setting forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date.**

**FOURTH ORDER OF BUSINESS**

**Ratification (1 minute)**

- A. Landmark at Doral Homeowners' Association, Inc. Invoice #106 for Lake Signage [\$559.11]**

This item was not addressed.

**FIFTH ORDER OF BUSINESS**

**Updates (15 minutes)**

- A. SCS Engineers Change Order # 5**
- B. (SW-1656) Additional Extension Request**
- C. S & P Global Ratings Summary & Ratings Letter**
- D. Maintenance Scorecard Review of CDD Property**
- **Landmark at Doral CDD**
  - **Landmark at Doral HOA**
  - **Landmark at Doral South**

These items were not addressed.

**SIXTH ORDER OF BUSINESS**

**Consent Agenda Items (5 minutes)**

- A. **Acceptance of Unaudited Financial Statements as of December 31, 2023**
- B. **Approval of November 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.**
- B. **District Engineer: Alvarez Engineers, Inc.**
- C. **District Manager: Wrathell, Hunt and Associates, LLC**

There were no District Counsel, District Engineer or District Managers' Reports.

- **NEXT MEETING DATE: March 20, 2024 at 4:00 P.M.**
  - **QUORUM CHECK**

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

There were no Supervisors' requests.

**TENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Bosco and seconded by Mr. Torres, with all in favor, the meeting adjourned at 6:18 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



---

Secretary/Assistant Secretary

---



---

Chair/Vice Chair