

**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 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
Juan Carlos Tellez

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Kristen Thomas
Gregory George
Angelo Camacho
Victor Castro
Ana Borges

District Manager
District Counsel
District Engineer
Field Operations Manager
Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Thomas called the meeting to order at 4:10 p.m. Supervisors Torres, Tellez and De Maqua were present. Supervisor Jim was not present at roll call but arrived at 4:23 p.m. Supervisor Finol was not present.

SECOND ORDER OF BUSINESS

Public Comments

This item was presented during the Third Order of Business.

THIRD ORDER OF BUSINESS

Discussion: Irrigation System

Ms. Thomas and Mr. Castro provided the following updates:

- A map of the irrigation system, which is included in the Cost Share Agreement with the HOA, was distributed for informational purposes.
- The last proposal to replace the 10-horsepower lake irrigation pump was reviewed; it will be presented for ratification at the next meeting. The project is expected to be completed today.

➤ A proposal to repair irrigation breaks was distributed. It was obtained due to increasing rust-stained areas and resident complaints. The HOA caused 60% of the irrigation breaks.

Ms. Thomas asked if the Board wants to proceed with irrigation repairs now and, going forward, ask the HOA to continue paying via the Cost Share Agreement or if the Board wants to fix the problem by installing a \$20,000 to \$25,000 smart-irrigation system. The HOA's response to issues is that "they will look into it". Mr. Castro's advice is to separate HOA and CCD expenses.

Discussion ensued regarding identifying the irrigation zones on the map and whether to consider one entity controlling the irrigation system and adjusting the budget accordingly.

On MOTION by Mr. Torres and seconded by Ms. Jim, with all in favor, the CDD overseeing maintenance of Irrigation Pumps #1 and #3 and the HOA overseeing maintenance of Irrigation Pump #2 and authorizing Staff to work with BrightView Landscape Services, Inc. (BrightView) to amend the CDD Landscaping Agreement to ensure wet checks and irrigation repairs are only being conducted for Irrigation Pumps #1 and 3, was approved.

Mr. Castro distributed and presented an updated proposal to repair irrigation breaks.

On MOTION by Mr. Torres and seconded by Ms. Jim, with all in favor, the BrightView proposal to repair the current irrigation breaks, in a not-to-exceed amount of \$3,775, and not proceeding with the Cost Share Agreement unless there are repairs associated with Irrigation Pump #2, was approved.

▪ **Public Comments**

This item, previously the Second Order of Business, was presented out of order.

Resident Ana Borges stated she is attending to better understand CDD matters. Resident spoke Spanish but it was stated that she is present to listen about the irrigation since she just installed new sod.

Discussion ensued regarding how the review process did not include the CDD.

Ms. Thomas stated she will email the Property Manager of the Board's decision regarding irrigation maintenance and inform her that the proposal to replace the 10-horsepower lake irrigation pump is for Pump #3 and it is no longer a shared cost. The proposal will be presented for ratification at the next meeting.

➤ Since the CDD is maintaining CDD landscaping, as of October 1, 2024 and will be overseeing irrigation Pumps #1 and #3, Ms. Thomas asked the Property Manager to update its Architectural Review approval process, as any CDD apportions require CDD Board approval before the HOA seeks approval from the Architectural Review Committee (ARC).

➤ Staff will obtain rust control proposals for irrigation Pumps #1 and #3.

▪ **Discussions: Condition of Mailbox Structures**

This item was an addition to the agenda.

Ms. Thomas stated that complaints about the “poor condition” of the mailbox structures have increased. She asked if the townhomes are willing to paint the mailbox structures if the CDD power washes that area. Mr. Casto stated that the CDD received a code violation, as the back of the structures are affecting the property next to it, which have never been maintained.

Mr. Torres stated the HOA will proceed with pressure washing and painting the mailbox station associated with the code violation. Mr. Casto will respond to the code violation letter.

▪ **Discussion/Consideration: Title and Lien Search Tract 01 - \$810.00**

This item, previously Item 10A, was presented out of order.

Mr. George presented a \$235 proposal for a lien search and \$800 for the title search, which are necessary to consider conveying the mailbox structures from the HOA to the CDD.

Discussion ensued regarding funding the project with “fence” funds and the CDD presenting proposals for rust control for irrigation Pumps #1 and #3, only.

On MOTION by Mr. Torres and seconded by Mr. De Maqua, with all in favor, the PropLogix proposal for a lien search and title search of Tract 01, in a not-to-exceed amount of \$1,100, was approved.

FOURTH ORDER OF BUSINESS

**Discussion/Consideration Playground
Equipment and Curb Proposals**

Mr. Camacho presented the lowest estimate, which is \$37,000 for playground equipment and installation plus \$6,100 for mulch every two years or \$24,000 for cork and rubber surfaces. The final proposals to present at the next meeting are pending.

Discussion ensued regarding tabling the project; adding a new budget line item and designating \$70,000 in the Fiscal Year 2026 proposed budget, which includes ancillary costs associated with the project; Mr. Camacho contacting Little Tikes Commercial since it is interested

in getting into the Florida market for commercial playground sets geared to ages 2 to 12; and designating \$85,000 to the proposed Fiscal Year 2026 budget to include shade and fencing.

Mr. Camacho presented the lowest estimate, which is \$17,000 for curb installation and a survey. Proposals to compare are pending. Ms. Thomas will add a new budget line item and designate \$25,000 for Fiscal Year 2026.

FIFTH ORDER OF BUSINESS**Discussion: Pending Agreements****A. BrightView Landscape Services, Inc. First Amendment to Landscape & Irrigation Services Agreement**

Ms. Thomas stated the Agreement will be executed tonight but a Second Amendment to the Agreement that removes rust control services for irrigation Pump #2 will be presented at the next meeting.

B. Homeowners Association, Inc. Maintenance and Porter Services Agreement

Mr. Torres stated the HOA will provide porter services. A Fountain Maintenance Agreement will be presented at the next meeting.

On MOTION by Mr. Torres and seconded by Mr. De Maqua, with all in favor, the Homeowners Association, Inc. Maintenance and Porter Services Agreement, as amended to exclude porter services, and authorizing the Chair to execute the Agreement in final form, were approved.

SIXTH ORDER OF BUSINESS**Discussion: Traffic Calming****A. Discussion: Traffic Logix****B. Product Sheet for Recommendation****C. Engineer's Cost**

The Engineer's cost is unknown.

This item is tabled until the City and County finishes their improvement projects.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Designating Michael J. Pawelczyk as the District's Registered Agent and Designating the Office of Billing, Cochran, Lyles, Mauro & Ramsey, P.A. as the Registered Office

On MOTION by Mr. Torres and seconded by Mr. Tellez, with all in favor, Resolution 2025-05, Designating Michael J. Pawelczyk as the District's Registered Agent and Designating the Office of Billing, Cochran, Lyles, Mauro & Ramsey, P.A., 515 East Las Olas Boulevard, Suite 600, Fort Lauderdale, Florida 33301, as the Registered Office of the District, effective immediately, was adopted.

EIGHTH ORDER OF BUSINESS**Ratification of Irrigation Pump Replacement Proposal**

This item was presented during the Third Order of Business.

Mr. Torres left the meeting at 5:10 p.m. and returned at 5:20 p.m.

NINTH ORDER OF BUSINESS**Consent Agenda Items (5 minutes)****A. Acceptance of Unaudited Financial Statements as of December 31, 2024**

Ms. Thomas reminded the Board Members to be cautious about first contacting District Counsel and/or the District Engineer about matters she might be able to address, as it drives up Legal and Engineering fees. The Legal and the Engineer's budget line items are already at 50% and 30% of budget, respectively, and it is just three months into Fiscal Year 2025. She noted that the French drain permit will require District Staff participating in the Department of Environmental Resource Management (DERM) study and working on stormwater management.

Discussion ensued regarding District Counsel billing on an hourly basis, possibly increasing the Legal budget for Fiscal Year 2026, lowering costs by not holding monthly meetings, future assessments and adding the cost of one security guard to the Fiscal Year 2026 budget.

Ms. Thomas stated that the cost to advertise a Request for Proposals (RFP) for landscape and irrigation services was \$3,176.56. The City of Doral cleared the landscape designs and permit and BrightView paid all the fines. She is waiting for the City to sign the final inspection forms.

Regarding a recommendation to terminate BrightView, Ms. Thomas stated BrightView has shown good faith; BrightView apologized for what was done, is trying to save the contract, replaced certain curb areas and donated materials damaged in a recent vehicle accident at its own expense. Efforts to replace the Project Manager are underway.

Mr. Torres recommended, and the Board agreed, to wait six months to see if BrightView's services improve and if they are providing the recommended staffing and reporting, as outlined

in the contract, before considering terminating the contract and going through the RFP process for Landscape Services.

B. Approval of January 15, 2025 Regular Meeting Minutes

On MOTION by Mr. Torres and seconded by Mr. De Maqua, with all in favor, the Unaudited Financial Statements as of December 31, 2024 and the January 15, 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.

• Discussion/Consideration: Title and Lien Search Tract 01 - \$810.00

This item was presented during the Third Order of Business.

Mr. George stated he hopes to present the documents to convey the mailbox structures from the HOA to the CDD at the next meeting.

B. District Engineer: Alvarez Engineers, Inc.

I. Discussion/Consideration

a. Curb Design and Estimate for the Alleyway Near the Lake

b. Playground Proposals for the Open Areas

The above items were discussed during the Fourth Order of Business.

II. Updates

a. Raptor Vac Drainage Repair

b. NW 66th St Median Lighting

Mr. Camacho provided the following updates:

- He will attend the Public Works pre-construction meeting with FPL for the 66th Street and Traffic Calming projects.
- Regarding the 104th Avenue path lighting in the CDD right-of-way (ROW) that requires an easement agreement, Mr. George stated he will ask FPL if it will accept the existing easement instead of issuing a new one.
- Regarding the drainage repair project, Mr. Camacho met with the DERM reviewer to go over certain matters and the project scope, including the permit for the French drain. The CDD must renew the \$2,200 permit yearly. Mr. Camacho stated the contractor reported that the collapsed drainage structure in Phase 5, near Building 20, is not deep enough. Ms. Thomas asked

Mr. Camacho to provide stormwater estimates by April 1, 2025 to include in the Fiscal Year 2026 budget.

Ms. Thomas will forward the NEC email about conducting a groundwater sampling event at the lake subject site to Mr. Camacho and the HOA; this is part of the quarterly reporting to DERM.

C. Field Operations Manager: UNUS Property Management, LLC

- **Monthly Operations Report - January 2025**

The Report was included for informational purposes. Refencing a map, Mr. Castro identified three CDD crosswalks missing signage; thus, they are out of compliance with the permit. The Board directed the District Engineer to have a Junior Engineer research the Interlocal Agreement between the Developer and the CDD to determine if crosswalk signage is needed. Mr. Castro will present proposals at the next meeting.

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

- **NEXT MEETING DATE: March 19, 2025 at 4:00 P.M.**

- **QUORUM CHECK**

Supervisors Torres, Jim, Tellez and De Maqua confirmed their attendance at the March 19, 2025 meeting.

Ms. Thomas asked the Board Members to think about what to cap assessments at and building up reserve funds. She will work on the Fiscal Year 2026 Field Operations Budget.

Mr. Torres reminded Staff of his prior request to have the dead palm tree removed.

ELEVENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

Ms. Sim asked about Traffic Logix and the documents. Ms. Thomas will email them to her.

THIRTEENTH ORDER OF BUSINESS

Adjournment

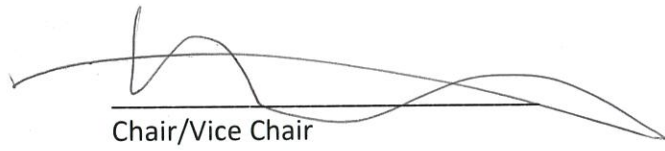
<p>On MOTION by Mr. Torres and seconded by Mr. Tellez, with all in favor, the meeting adjourned at 5:57 p.m.</p>

LANDMARK AT DORAL CDD

February 19, 2025



Secretary/Assistant Secretary



Chair/Vice Chair