

**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 May 7, 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
Jorge Finol
Juan Tellez

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Kristen Thomas
Gregory George
Angelo Camacho
Victor Castro

District Manager
District Counsel
District Engineer
Field Operations Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Thomas called the meeting to order at 4:03 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Discussion/Consideration: GtechMiami LLC
Estimate Number N-2311057, \$9,084,
Mailbox Camera System Estimates**

Ms. Thomas stated she incorporated this item and others from the last meeting into the proposed Fiscal Year 2026 budget, for consideration and setting the maximum assessment level.

FOURTH ORDER OF BUSINESS

**Discussion/Consideration: Security Rover
Services – Total \$199,000 [not to exceed;
varies upon schedule]**

Ms. Thomas and Mr. Castro presented the revised DSH Security Services LLC (DSH Security Services) proposal for security rover services. It excludes pool attendants, which the HOA oversees.

Discussion ensued regarding whether to separate CDD and HOA security services using separate Post Orders or have the HOA direct bill the CDD to patrol NW 107th Avenue and the parking lot; submitting a proposal; and entering into an Agreement with the CDD; a \$55,639 proposal to install special cameras, deferring this since the United States Postal Service (USPS) is investigating the theft and changing all the locks in Doral and Landmark South.

This item was deferred.

FIFTH ORDER OF BUSINESS

**Discussion: UNUS Property Management,
LLC Field Management Agreement**

This item was presented following the Eighth Order of Business.

SIXTH ORDER OF BUSINESS

**Discussion/Consideration: Entrance
Painting**

Mr. Castro discussed actions to obtain and present an apples-to-apples proposal from Mr. Finol's vendor MV&MB Florida Painting, LLC to compare against the proposal behind Item 6A; the HOA's existing vendor that was deferred at the last meeting. Ms. Thomas stated she incorporated \$8,400 for painting and the fountain Operation and Maintenance (O&M) costs into the proposed Fiscal Year 2026 budget.

A. F&A Painting Services, Inc., \$8,400

B. MV&MB Florida Painting, LLC, \$5,150

Discussion ensued regarding costs and quality of services.

This item was deferred, while Judy asks F&A Painting Services about matching the other cost proposal.

SEVENTH ORDER OF BUSINESS

**Discussion/Consideration: Common Area
Sidewalk Improvements, \$24,000**

Mr. Castro presented the proposal to install two sidewalks from NW 66th Street to NW 104th Avenue, for townhome residents to access the front of their homes instead of walking on sod. Mr. Torres stated this is in response to a homeowner's complaint.

Discussion ensued regarding incorporating costs into the proposed Fiscal Year 2026 budget, if approved, and the need to add costs to maintain and insure the benches.

The consensus was to table this project until funding is available.

EIGHTH ORDER OF BUSINESS**Discussion/Consideration: RaptorVac –
Next Phases [Storm Drain Cleaning]**

Ms. Thomas stated that the French drain permit was approved. However, Phases 1 and V are barring project completion as she works with the City on accepting the supporting document she submitted, proving the signatures on the permits have the right to sign. The stormwater drain on Phase V still needs to be repaired.

Discussion ensued regarding prioritizing the remaining Phases II, III and IV projects, budgeting for drainage system maintenance and repairs in Fiscal Year 2026, using unassigned funds to start the Class V permit application in Fiscal Year 2026 and confirming if the CDD is required to clean its storm drains every year or every five years.

The consensus was to address Phase IV in Fiscal Year 2026, Phase II in Fiscal Year 2027 and Phase III in Fiscal Year 2028; the order might may change if conditions change.

On MOTION by Ms. Jim and seconded by Mr. Tellez, with all in favor, authorizing Staff to proceed and commence the Phase IV storm drain cleaning project on October 1, 2025 and authorizing Staff to enter into an Agreement with RaptorVac, in a not to-exceed of \$55,000, was approved.

▪ **Consideration of Holiday Lighting Proposals**

This item was an addition to the agenda.

Ms. Thomas distributed and she and Mr. Castro presented proposals to install holiday lighting in the medians on 66th Street. If approved, it requires a 50% deposit. Mr. Castro stated the City of Doral and the County are working on the mid-block crossings, which requires relocating palm trees in the median; they will also restore the area to its original condition.

Discussion ensued regarding a suggestion that the CDD engage the HOA vendor to ensure consistent lighting, asking the vendor to reduce mobilization costs and possible multi-year

contract for a discount, and monitoring the ability to offset budget costs by reducing the number of CDD meetings, due to limited budget.

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, the Miami Christmas Lights Proposal for 2025 Holiday Lighting, in a not-to-exceed amount of \$16,500, was approved.

▪ **Discussion: UNUS Property Management, LLC Field Management Agreement**

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

It was asked if field ops should leave for comfort of discussion. Supervisor Finol stated they should be present, to answer questions, concerns or clarifying anything that is needed. He was asked if comfortable staying and Mr. Casto stated yes. Ms. Thomas recalled her email advising new Board Members of the prior Board's decision last year to engage a Field Operations Manager to manage CDD-owned assets; instead of keeping the Agreement with the HOA to budget and maintain CDD assets. The hope was to reduce resident complaints. The contract terms allow up to three annual extensions of one year each, starting October 1, 2025.

Mr. Castro stated his overall responsibility is to oversee CDD property, its vendors and to stay within budget, which, at times, exceeds the two-hour, up to three times per week site visits terms in the Agreement.

Ms. Thomas noted improvements in the CDD's appearance, the budget and how much more the CDD and HOA are working together since engaging UNUS Property Management a year ago. She expects the budget to increase 3%, 5% or 7% in Fiscal Year 2027 since most of the difficult work was completed.

Discussion ensued regarding proposals to purchase and install signage; additional benefits of the CDD engaging a Professional knowledgeable of the procurement process, and options to keep the Agreement in place, engage another vendor or start negotiations with the HOA.

Mr. De Maqua left the meeting at 5:29 p.m.

In response to a question, Mr. George opined that the current terms in the contract are sufficient.

Discussion ensued regarding Mr. Castro emailing a monthly report going forward, Board Members contacting Mr. Castro or Ms. Thomas first with requests instead of District Counsel, the District Engineer, all of which incur fees, and the contractor performing irrigation wet checks.

Mr. De Maqua returned to the meeting at 5:38 p.m.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-07, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Thomas presented Resolution 2025-07. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

Discussion ensued regarding the two bond notes and when re-financing can occur, property insurance for vertical CDD assets, conveying the fourth mail box and checking the Statutes to determine if the CDD is required to install floating devices in the lakes.

Ms. Jim asked for a copy of the insurance invoice. Ms. Thomas asked her to email her requests.

Mr. Finol left the meeting at 6:14 p.m.

The following items were discussed:

- Presenting proposals for conservation management services to replace Allstate, due to duplicate invoicing.
- The BrightView Landscape & Irrigation Services Agreement will be emailed to the Board to review and consider rebidding the contract to potentially include canopy trimming services.
- The public records request regarding missing pedestrian crosswalk signage from Dade County is pending, as the City of Doral has no recording on a certificate of completion.
- Mr. Castro is preparing a Report identifying which CDD signage exceeded its lifespan.

Ms. Thomas stated she will ask the contractor to extend the pressure washing contract to Fiscal Year 2027.

- The September 17, 2025 meeting will be changed to September 12, 2025.

The following changes will be made to the proposed Fiscal Year 2026 budget:

Page 2 “Annual permits” line item: Change \$3,500 to \$4,650

Page 2 “Holiday Lights” line item: Change \$30,000 to the Final Invoice Amount and reassign remaining funds to the “Contingencies” line item

The overall changes result in the O&M Assessments increasing from \$342.84 in Fiscal Year 2025 to \$599.64 in Fiscal Year 2026, which is an overall increase of about \$258 per unit.

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, Resolution 2025-07, Approving a Proposed Budget for Fiscal Year 2025/2026, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for September 12, 2025 at 4:00 p.m., at the Landmark Clubhouse, 10220 NW 66th Street, Doral, Florida 33178; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, Resolution 2025-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consent Agenda Items (5 minutes)

- A. Acceptance of Unaudited Financial Statements as of March 31, 2025**
- B. Approval of April 16, 2025 Regular Meeting Minutes**

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, the Unaudited Financial Statements as of March 31, 2025 and the April 16, 2025 Regular Meeting Minutes, as presented, were accepted and approved, respectively.

TWELFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.**
 - Conveyance of Mailbox Structures from HOA to CDD**

This item was discussed earlier in the meeting.

Mr. George stated this is his last meeting, as he and his wife are moving.

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

Mr. Camacho provided the following updates:

I. Project Updates

- **NW 104 Path Lighting**

Mr. Camacho stated that Florida Power & Light (FPL) is waiting to award the contract and will subsequently hold a pre-construction meeting.

- **NW 66 St Median Lighting**

Mr. Camacho stated the underground electrical work passed inspection. He discussed pending work and will schedule the public works final walkthrough once the area is restored. He is meeting with the public works inspector onsite tomorrow to discuss the damaged area.

- **Raptor Vac French Drain Extension**

This item was discussed during the Eight Order of Business.

II. Update: Developer Response Regarding Missing Pedestrian Crosswalk Signage

This item was discussed during the Ninth Order of Business.

C. Field Operations Manager: UNUS Property Management, LLC

This item was discussed during the Fifth Order of Business.

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

- **FY2026 Projects**

Ms. Thomas stated this item will remain on the agenda until the new Fiscal Year.

- **NEXT MEETING DATE: June 18, 2025 at 4:00 P.M.**

- **QUORUM CHECK**

The next meeting will be on June 18, 2025, unless cancelled.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOUTEENTH ORDER OF BUSINESS

Supervisors' Requests

There were no Supervisors' requests.

FIFTEENTH ORDER OF BUSINESS

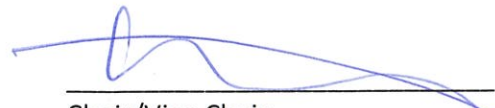
Adjournment

On MOTION by Mr. Torres and seconded by Mr. Finol, with all in favor, the meeting adjourned at 7:10 p.m.

LANDMARK AT DORAL CDD

May 7, 2025



Secretary/Assistant Secretary

Chair/Vice Chair