



**Memorandum**

**To:** Board of Supervisors

**From:** District Management

**Date:** October 1, 2025

**RE:** HB7013 – Special Districts Performance Measures and Standards

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This final report is submitted in compliance with recent legislative requirements established by the Florida Legislature during its 2024 session to enhance accountability and transparency for all special districts.

District Management had identified the following focus areas with statutorily compliant goals for the Fiscal Year 2025:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

In addition, a standardized annual reporting form was created to serve both the goal-setting and yearly reporting statutory requirements.

The goals, objectives, performance measures, and standards discussed herein represent the adopted framework by the Board of Supervisors to maintain compliance with House Bill 7013 and demonstrate the District's ongoing commitment to transparency and public accountability.

This report details the accomplishments for the Fiscal Year 2025, confirming that all goals and objectives were met, outlines the performance measures and standards employed, and provides summaries of the District Engineer's yearly infrastructure condition assessment.

District Management recommends this report be accepted as the official and final Annual Report required under Florida Statutes Section 189.0694 and related provisions.

Juliana Duque  
District Manager  
GMS-SF

DOWNTOWN DORAL COMMUNITY DEVELOPMENT  
DISTRICT  
2024-2025 REPORT – PERFORMANCE MEASURES  
AND STANDARDS

**Exhibit A:**  
Goals, Objectives, and Annual Reporting Form



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## **Downtown Doral Community Development District**

Performance Measures & Standards – Annual Report

Reporting Period: October 1, 2024 – September 30, 2025

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### **1. Community Communication and Engagement**

#### **Goal 1.1: Public Meetings Compliance**

The District satisfied statutory requirements by holding regular Board meetings as scheduled, despite some cancellations, with more than three meetings conducted during the Fiscal Year.

Meetings were held on the fourth Tuesday of the month, at 9:30 AM, Offices of CC Homes, 2020 Salzedo Street, 2nd Floor, Coral Gables, FL 33134

##### ***Meeting Dates:***

October 22, 2024 – Cancelled

November 26, 2024 – Cancelled

December 17, 2024 – Exception -Cancelled

January 28, 2025 – Cancelled

February 25, 2025 –Cancelled

March 25, 2025 –Cancelled

##### ***Revised Meeting Time***

Fiscal Year 2025 at 12:30 PM Offices of CC Homes 2020 Salzedo Street, 2nd Floor Coral Gables, Florida, 33134 on the fourth Tuesday of each month as follows:

April 22, 2025- Held

##### ***Revised Meeting Schedule***

Fiscal Year 2025 at 9:30 AM Offices of CC Homes 2020 Salzedo Street, 2nd Floor Coral Gables, Florida, 33134 on the fourth Monday of each month as follows:

May 19, 2025 - Exception - Cancelled

##### ***Revised Meeting Time***

Fiscal Year 2025 at 3:00 PM Offices of CC Homes 2020 Salzedo Street, 2nd Floor Coral Gables, Florida, 33134 on the fourth Tuesday of each month as follows:

June 23, 2025- Held

July 28, 2025 - Cancelled

August 25, 2025 - Cancelled

September 22, 2025 – Cancelled

Result: Standard achieved.

#### **Goal 1.2: Notice of Meetings Compliance**

All meetings were properly noticed on the District website and via the local newspaper, in compliance with Florida Statutes.

Result: Standard achieved.

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District Manager  
GMS-SF

### **Goal 1.3: Access to Records Compliance**

Monthly website reviews were performed, and minutes and public records remain current and available.

Result: Standard achieved.

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## **2. Infrastructure and Facilities Maintenance**

### **Goal 2.1: Field/District Management Site Inspections**

Management conducted site inspections per the District Management Services Agreement. All operation and maintenance services of the District are managed by the Downtown Doral Community Homeowners Association pursuant to the agreement.

Result: Standard achieved.

### **Goal 2.2: District Engineer Inspections**

The District Engineer completed the mandated annual infrastructure inspection and submitted a formal report. All District-owned improvements, except streetlights (which are operated and maintained by the Downtown Doral Community Homeowners Association per a 2018 agreement), are currently maintained and funded by the Developer.

Result: Standard achieved.

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## **3. Financial Transparency and Accountability**

### **Goal 3.1: Annual Budget Preparation**

The proposed FY2025 budget was approved before June 15, and the final adopted before September 30, with both posted online.

Result: Standard achieved.

### **Goal 3.2: Financial Reports**

The District website includes the latest annual audit, current budget, and financials as required.

Result: Standard achieved.

### **Goal 3.3: Annual Financial Audit**

The annual independent audit done by Grau and Associates was completed, approved, published online, and sent to the State of Florida.

Result: Standard achieved.

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## **4. Engineer's Annual Report Summary (2025)**

The Downtown Doral CDD 2025 Annual Maintenance Report, prepared by Alvarez Engineers, Inc. provides a comprehensive assessment of the District-owned improvements

Juliana Duque  
District Manager  
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and land, their condition, recommended maintenance, and insurance coverage for fiscal year 2025-2026. The report documents that the District has acquired various completed infrastructure improvements and land parcels from the Developer, many of which have been transferred to the City of Doral or Miami-Dade County.

Those assets not transferred remain the District's responsibility, with details on current ownership provided in formal tables for reference.

All inspected infrastructure, such as roadways, drainage, lighting, landscaping, irrigation, and hardscape, is noted as complete and in good condition.

The District is advised to consider creating a sinking fund to finance future capital expenses, particularly for the eventual resurfacing of District roads. Estimates for replacement costs and suggested annual contributions are provided.

The report recommends a five-year cyclical program for servicing stormwater drainage infrastructure: 20% of the system should be serviced annually to cover all structures and pipes over five years, with cost breakdowns and annual budgeting estimates included.

Budgeted estimates for yearly baffle replacements within the stormwater system are also outlined.

It is suggested that the District negotiate with local associations or plan for inclusion of future maintenance costs when Developer funding ceases.

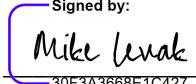
The District currently carries multiple insurance policies, including General Liability, Property, Auto, Employment Practice Liability, Public Officials Liability, and Deadly Weapon Protection. Sufficient funding is included in the Fiscal Year 2026 budget for policy renewal.

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### Overall Determination

The Downtown Doral Community Development District met all Performance Measures and Standards for Fiscal Year 2024-2025. Required meetings, transparency efforts, infrastructure maintenance, and financial protocols were fulfilled.

Signed by:

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

Date: 2026-01-26

Print Name: Mike Levak

Downtown Doral Community Development District

DocuSigned by:

District Manager:  \_\_\_\_\_

Date: 2026-01-26

Print Name: Juliana Duque

Downtown Doral Community Development District

Juliana Duque  
District Manager  
GMS-SF

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Juliana Duque



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jduque@gmssf.com

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District Manager - Assistant Secretary

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Mike Levak



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mlevak@cchomes.com

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VP

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