

MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT



AGENDA

JUNE 5, 2023

PREPARED BY:

JPWARD & ASSOCIATES, LLC, 2301 NORTHEAST 37TH STREET, FORT LAUDERDALE, FL 33308

T: 954-658-4900 E: JimWard@JPWardAssociates.com

MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT

May 29, 2023

Board of Supervisors

Miromar Lakes Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Miromar Lakes Community Development District will be held on **Thursday, June 5, 2023, at 2:00 P.M.** in the Library at the **Beach Clubhouse, 18061 Miromar Lakes Parkway, Miromar Lakes, Florida 33913.**

The following WebEx link and telephone number are provided to join/watch the meeting remotely.

<https://districts.webex.com/districts/j.php?MTID=m55b3887783658b37eea5f57e4673b276>

Access Code: **2332 575 5193**, Event Password: **Jpward**

Phone: **408-418-9388** and enter the access code **2332 575 5193**, password: **Jpward (579274** from phones) to join the meeting.

Agenda

1. Call to Order & Roll Call.
2. Consideration of Minutes:
 - I. May 11, 2023 – Regular Meeting.
3. Staff Reports.
 - I. District Attorney.
 - II. District Engineer
 - III. District Asset Manager.
 - a. Operations Report June 1, 2023.
 - IV. District Manager
 - a) ***Important Board Meeting Dates for Balance of Fiscal Year 2023.***
 1. Public Hearings: Fiscal Year 2024 Budget Adoption – **July 13, 2023, at 2:00 P.M.**
4. Supervisor's Requests and Audience Comments.
5. Announcement of Next Meeting – July 13, 2023.
6. Adjournment.

The first order of business is the call to order & roll call.

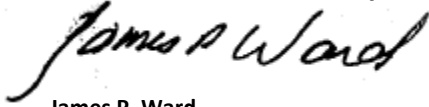
The second order of business is the consideration of the Minutes from the Miromar Lakes Community Development District Board of supervisors Regular Meeting, held on May 11, 2023.

The third order of business are staff reports by the District Attorney, District Engineer, and District Asset Manager.

The balance of the agenda is standard in nature, and I look forward to seeing you at the meeting. If you have any questions and/or comments before the meeting, please do not hesitate to contact me directly at (954) 658-4900.

Sincerely yours,

Miromar Lakes Community Development District



James P. Ward
District Manager

The Fiscal Year 2023 schedule is as follows:

June 5, 2023	July 13, 2023 – Public Hearing
August 10, 2023	September 14, 2023

1
2
3
4
5
6
7
8
9

**MINUTES OF MEETING
MIROMAR LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Miromar Lakes Community Development District was held on Thursday, May 11, 2023, at 2:00 P.M. in the Library at the Beach Clubhouse, 18061 Miromar Lakes Parkway, Miromar Lakes, Florida 33913.

10
11
12
13
14
15

Present and constituting a quorum:

Alan Refkin	Chair
Michael Weber	Vice Chair
Patrick Reidy	Assistant Secretary
Mary LeFevre	Assistant Secretary

16
17
18

Absent:

Doug Ballinger	Assistant Secretary
----------------	---------------------

19
20
21
22
23
24
25

Also present were:

James P. Ward	District Manager
Greg Urbancic	District Attorney
Charlie Krebs	District Engineer
Bruce Bernard	Asset Manager
Richard Freeman	Asset Manager

26
27
28
29

Audience:

Erin Dougherty
David Salko

All resident's names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes.

30
31
32
33
34
35
36

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

District Manager James P. Ward called the meeting to order at approximately 2:00 p.m. He conducted roll call; all Members of the Board were present, with the exception of Supervisor Ballinger, constituting a quorum.

37
38
39
40
41
42
43

SECOND ORDER OF BUSINESS

Consideration of Minutes

44
45

April 13, 2023 – Regular Meeting Minutes

Mr. Ward asked if there were any additions, deletions, or corrections for the Minutes.

A couple of changes were suggested. Mr. Ward indicated he would make the changes.

96

97 Mr. Bruce Bernard displayed and discussed a map of the Miromar Lakes wetland planting
98 locations.

99

100 Ms. Mary LeFevre asked about the weeds Doug had mentioned previously.

101

102 Mr. Freeman responded he went to take a look and it was there and (indecipherable).

103

104 Mr. Bernard stated the idea was to control it, not to get rid of it. He noted the Water Quality
105 Report was included in the Agenda Packet; basically, everything was up to snuff.

106

107 Mr. Ward stated since there was substantial damage to the landscaping program, which was
108 managed by the Master HOA, he asked Mr. Bernard to put together a Report so the Board could
109 understand the program; this was included in the Agenda Packet.

110

111 Mr. Alan Refkin stated the Report was very well done; it not only listed the sites, but it
112 commented on each with a picture. He thanked Mr. Bernard.

113

114 Mr. Bernard noted the Master HOA had done more work since he assembled the report.

115

116 Mr. Ward indicated this was for informational purposes only; no action was required of the Board.
117 He indicated the landscaping restoration program was ongoing with the Master HOA.

118

119 Ms. LeFevre asked, "on the Tivoli berm, is that on both sides of the berm?"

120

121 Mr. Bernard responded in the negative; it was inside only, not on the street side.

122

123 Discussion ensued regarding the maps.

124

125 IV. District Manager

126

127 a) **Supervisor of Elections Qualified Elector Report Dated April 15, 2023**

128 b) **Important Board Meeting Dates for Balance of Fiscal Year 2023:**

129 1. **June 8, 2023, meeting moved to June 5, 2023, at 2:00 P.M.**

130 2. **Public Hearings: Fiscal Year 2024 Budget Adoption – July 13, 2023, at 2:00 P.M.**

131 c) **Financial Statements for period ending April 30, 2023 (unaudited)**

132

133 Mr. Ward stated Florida Legislature this year adopted, or included in existing law, an ethics
134 training requirement for CDD board members. He explained it was a four hour class similar to
135 what county and city commissioners had to complete and the Board would be subject to this
136 training. He stated he believed it would be an online training class which the Board Members
137 would have to complete annually. He reported there were 1,327 registered voters within the
138 District as of April 15, 2023. He explained since this Board had already transitioned to a fully
139 qualified elector based board this number did not matter any longer; however, statute still
140 required this number to be reported by the Supervisor of Elections annually. He indicated no
141 action was required of the Board.

142

143 Mr. Ward noted the Budget Public Hearing was scheduled for July 13, 2023, and the June meeting
144 was moved to June 5, 2023.

145
146

147 **FIFTH ORDER OF BUSINESS**

Supervisor’s Requests and Audience Comments

148
149
150
151

Mr. Ward asked if there were any Supervisor’s Requests; there were none. He asked if there were any audience members present in person, or on audio/video with any questions or comments; there were none.

152
153

154 **SIXTH ORDER OF BUSINESS**

Adjournment

155
156
157

Mr. Ward adjourned the meeting at approximately 2:15 p.m.

On MOTION made by Alan Refkin, seconded by Mike Weber, and with all in favor, the meeting was adjourned.

160
161

Miromar Lakes Community Development District

162
163

164
165

166
167

James P. Ward, Secretary

Alan Refkin, Chairman

MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT

**Monthly Asset Manager's Report
May 2023**

Prepared For:
**James Ward
District Manager**

Prepared By:



Calvin, Giordano & Associates, Inc.

A SAFEbuilt® COMPANY

CGA Project No. 13-5692
June 1, 2023

**MIROMAR LAKES
COMMUNITY DEVELOPMENT DISTRICT**

TABLE OF CONTENTS

I. PURPOSE 3

II. CURRENT ASSET UPDATES3

III. LOCATION MAP.....5

IV. DISTRICT ASSET MANAGER PHOTOS.....6

V. ASSET MANAGER REPORT COMPLETE 8

MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT

I. PURPOSE

The purpose of this report is to provide the District Manager with an update on recent inspection-related activities. We will continue to provide updated monthly inspection reports on the status of ongoing field activities.

II. CURRENT ASSET UPDATES

The following items are currently outstanding:

1. Lake Maintenance

- Aquatic weed vendor has treated grasses, brushes, vines, and weeds along the shoreline of lakes #3A, #5/6 north, #6H, 6I, 6J, 6O, 1A, 1C, 2A, and the northern cove shoreline of Portofino. Vendor treated submerged aquatic vegetation in Lake #5/6 south and the Salerno cove. Aquatic weed vendor spot-treated hydrilla on the southern shore of Lake 5/6 north. Previous treatment for hydrilla on the south side of Lake #5/6 south was successful.
- Cane toad removal is in full swing. The Cane toad vendor removed tadpoles, baby toads, and larvae from several lakes. They are currently active in about 6-7 lakes with the lake in Sienna being the most active. Approximately 526 toads have been removed this month.

2. Drainage

- An inspection was performed on the concrete weir located near the southeast section of the CDD berm. The inspection showed that the concrete weir is structurally intact, but the rebar fence preventing debris from coming from south into the CDD water system has deteriorated. CDD staff is looking into removing the rebar fencing and replacing it with vinyl coated fencing to mitigate any deterioration moving forward. This inspection was required to complete the Florida Department of Environmental Protections NPDES audit.
- CDD staff received the proposal for the 15” pipe that needs to be replaced in Verona Lago. The CDD re-bid this work as the previous vendor was requesting additional funds. The new vendor has agreed to the original quote and has informed the CDD that they will begin this work starting the first week of June. The CDD will notify the HOA on an exact date and timeframe so the residents can be notified.

3. Capital

- Newly installed wetland plantings at the edge of the water and along the banks are being monitored. Water levels have receded resulting in the water dropping a few inches since the plants were installed. Once water levels begin to rise, all plants should show significant growth.

IV. DISTRICT ASSET MANAGERS PHOTOS



Weir Fence that is Deteriorating



Concrete Weir



Lake Condition of Lake 6G



Lake Condition of Lake 5-6 South



Lake Condition of Lake 5-6 North

I. ASSET MANAGER'S REPORT COMPLETE

By: _____

By: Richard Freeman
District Field Manager