

# MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT

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## MEETING AGENDA

DECEMBER 12, 2024

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PREPARED BY:

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# MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT

December 5, 2024

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, December 12, 2024, 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=me68ff28db30a767fc318a32427651757>

Access Code: **2336 659 7532**, Event Password: **Jpward**

Or phone: **408-418-9388** enter the access code **2336 659 7532**, password: **Jpward** to join the meeting.

*The Public is provided two opportunities to speak during the meeting. The first time is on each agenda item, and the second time is at the end of the agenda, on any other matter not on the agenda. These are limited to three (3) minutes and individuals are permitted to speak on items not included in the agenda.*

## Agenda

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1. Call to Order & Roll Call.
2. Administration of the oath of office for Ms. Mary LeFevre and Mr. Patrick Reidy who were elected at the November 5, 2024, general election.
  - I. Oath of Office.
  - II. Guide to the Sunshine Amendment and Code of Ethics.
  - III. Sample of E-filed Form 1 – Statement of Financial Interests. (2024 changes to the Law and filing requirements)
3. Consideration of Minutes:
  - I. November 14, 2024 –Regular Meeting.
4. Consideration of **Resolution 2025-3**, a Resolution of the Board of Supervisors re-designating the Officers of the District; providing for severability and invalid provisions; providing for conflict and providing for an effective date.

5. Staff Reports.
  - I. District Attorney
  - II. District Engineer
  - III. District Asset Manager
    - a) Asset Managers Report December 1, 2024.
  - IV. District Manager
    - a) Discussion on Costa Majorie RipRap.
    - b) Financial Statement for period ending October 31, 2024 (unaudited).
    - c) Financial Statement for period ending November 30, 2024 (unaudited).

6. Supervisor's Requests.

7. Public Comments.

*Public comment period is for items NOT listed on the agenda, and comments are limited to three (3) minutes per person and assignment of speaking time is not permitted; however, the Presiding Officer may extend or reduce the time for the public comment period consistent with Section 286.0114, Florida Statutes.*

8. Announcement of Next Meeting – **January 9, 2024**

9. Adjournment.

### **Staff Review**

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

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The second order of business is the administration of the oath of office for Ms. Mary LeFevre and Mr. Patrick Reidy who were elected at the November 5, 2024, election.

Each take their seat as a matter of law fourteen (14) days after the election and have already taken the Oath from the State. This is the form of oath for Community Development District's and I will administer this Oath to Ms. LeFevre and Mr. Reidy. You will also be asked to sign an Oath that you receive directly from either the Supervisor of Elections OR from the State – if you do receive, please sign that Oath also, and pay the required fee.

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The third order of business is the consideration of **Resolution 2025-3**, a Resolution of the Board of Supervisors re-designating the Officers of the District; providing for severability and invalid provisions; providing for conflict and providing for an effective date.

**The current Board of Supervisors are as follows:**

Chairman	Alan Refkin
Vice Chairman	Michael Weber
Secretary	James P. Ward
Treasurer	James P. Ward
Assistant Secretary	Doug Ballinger
Assistant Secretary	Mary LaFevre
Assistant Secretary	Patrick Reidy

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The fourth order of business is the consideration of the Minutes from the Miromar Lakes Community Development District Board of Supervisors Regular Meeting held on November 14, 2024.

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

Under the Manager's Report is an update on the RipRap that has been installed by a lot owner in Costa Majorie that does not meet the permit requirements for both the County and SFWMD.

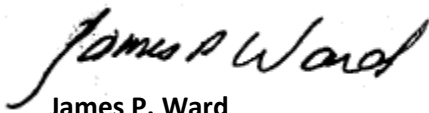
Essentially, larger boulders have been installed on the lake bank of this lot, which does not conform to the permit requirements. The CDD team along with the Owner and representatives of the Developer have met to discuss solutions to the non-conforming rip rap. The Owner clearly wants to keep the existing large boulders, as such, the proposed solution is to amend both the SFWMD Permit and County Permit, which will be handled by Bowman Engineering (Charlie Krebs firm), with any legal assistance from Coleman, Yovanovich, Koester (Greg Urbancic's firm), with the cost to be paid by the Owner. Mr. Urbancic is to prepare an agreement to memorialize the funding. The timing will be dependent on signing the Agreement to start the process.

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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 by phoning (954) 658-4900.

Sincerely yours,

**Miromar Lakes Community Development District**



**James P. Ward  
District Manager**

**OATH OR AFFIRMATION OF OFFICE**

I, \_\_\_\_\_, a citizen of the State of Florida and of the United States of America, and being an officer of the **Miromar Lakes Community Development District** and a recipient of public funds as such officer, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me as a member of the Board of Supervisors of the **Miromar Lakes Community Development District**, Lee County, Florida.

\_\_\_\_\_  
Signature

Printed Name: \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF

Sworn to (or affirmed) before me by means or ( ) physical presence or ( ) online notarization this \_\_\_\_ day of \_\_\_\_\_, 2024, by \_\_\_\_\_, whose signature appears hereinabove, ( ) who is personally known to me or ( ) who produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
NOTARY PUBLIC  
STATE OF FLORIDA

Print Name: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

# FLORIDA COMMISSION ON ETHICS



GUIDE  
to the  
SUNSHINE AMENDMENT  
and  
CODE of ETHICS  
for Public Officers and Employees

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**2024**

State of Florida  
COMMISSION ON ETHICS

**Ashley Lukis, *Chair***  
Tallahassee

**Michelle Anchors, *Vice Chair***  
Fort Walton Beach

**William P. Cervone**  
Gainesville

**Tina Descovich**  
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Fort Lauderdale

**Luis M. Fusté**  
Coral Gables

**Wengay M. Newton, Sr.**  
St. Petersburg

**Kerrie Stillman**  
*Executive Director*  
P.O. Drawer 15709  
Tallahassee, FL 32317-5709  
[www.ethics.state.fl.us](http://www.ethics.state.fl.us)  
(850) 488-7864\*

\*Please direct all requests for information to this number.

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## **I. HISTORY OF FLORIDA'S ETHICS LAWS**

Florida has been a leader among the states in establishing ethics standards for public officials and recognizing the right of citizens to protect the public trust against abuse. Our state Constitution was revised in 1968 to require a code of ethics, prescribed by law, for all state employees and non-judicial officers prohibiting conflict between public duty and private interests.

Florida's first successful constitutional initiative resulted in the adoption of the Sunshine Amendment in 1976, providing additional constitutional guarantees concerning ethics in government. In the area of enforcement, the Sunshine Amendment requires that there be an independent commission (the Commission on Ethics) to investigate complaints concerning breaches of public trust by public officers and employees other than judges.

The Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. Foremost among the goals of the Code is to promote the public interest and maintain the respect of the people for their government. The Code is also intended to ensure that public officials conduct themselves independently and impartially, not using their offices for private gain other than compensation provided by law. While seeking to protect the integrity of government, the Code also seeks to avoid the creation of unnecessary barriers to public service.

Criminal penalties, which initially applied to violations of the Code, were eliminated in 1974 in favor of administrative enforcement. The Legislature created the Commission on Ethics that year "to serve as guardian of the standards of conduct" for public officials, state and local. Five of the Commission's nine members are appointed by the Governor, and two each are appointed by the President of the Senate and Speaker of the House of Representatives. No more than five Commission members may be members of the same political party, and none may be lobbyists, or hold any public employment during their two-year terms of office. A chair is selected from among the members to serve a one-year term and may not succeed himself or herself.

## **II. ROLE OF THE COMMISSION ON ETHICS**

In addition to its constitutional duties regarding the investigation of complaints, the Commission:

- Renders advisory opinions to public officials;
- Prescribes forms for public disclosure;
- Prepares mailing lists of public officials subject to financial disclosure for use by Supervisors of Elections and the Commission in distributing forms and notifying delinquent filers;
- Makes recommendations to disciplinary officials when appropriate for violations of ethics and disclosure laws, since it does not impose penalties;
- Administers the Executive Branch Lobbyist Registration and Reporting Law;
- Maintains financial disclosure filings of constitutional officers and state officers and employees; and,
- Administers automatic fines for public officers and employees who fail to timely file required annual financial disclosure.

## **III. THE ETHICS LAWS**

The ethics laws generally consist of two types of provisions, those prohibiting certain actions or conduct and those requiring that certain disclosures be made to the public. The following descriptions of these laws have been simplified in an effort to provide notice of their requirements. Therefore, we suggest that you also review the wording of the actual law. Citations to the appropriate laws are in brackets.

The laws summarized below apply generally to all public officers and employees, state and local, including members of advisory bodies. The principal exception to this broad coverage is the exclusion of judges, as they fall within the jurisdiction of the Judicial Qualifications Commission.

Public Service Commission (PSC) members and employees, as well as members of the PSC Nominating Council, are subject to additional ethics standards that are enforced by the Commission on Ethics under Chapter 350, Florida Statutes. Further, members of the governing boards of charter schools are subject to some of the provisions of the Code of Ethics [Sec. 1002.33(26), Fla. Stat.], as are the officers, directors, chief executive officers and some employees of business entities that serve as the chief administrative or executive officer or employee of a political subdivision. [Sec. 112.3136, Fla. Stat.]

**A. PROHIBITED ACTIONS OR CONDUCT**

*1. Solicitation and Acceptance of Gifts*

Public officers, employees, local government attorneys, and candidates are prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor, or service, that is based on an understanding that their vote, official action, or judgment would be influenced by such gift. [Sec. 112.313(2), Fla. Stat.]

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** any gift from a political committee, lobbyist who has lobbied the official or his or her agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist or from a vendor doing business with the official's agency. [Sec. 112.3148, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees are prohibited from directly or indirectly **accepting** a gift worth more than \$100 from such a lobbyist, from a partner, firm, employer, or principal of the lobbyist, or from a political committee or vendor doing business with their agency. [Sec.112.3148, Fla. Stat.]

**However**, notwithstanding Sec. 112.3148, Fla. Stat., no Executive Branch lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] Typically, this would include gifts valued at less than \$100 that formerly

were permitted under Section 112.3148, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

Also, persons required to file Form 1 or Form 6, and state procurement employees and members of their immediate families, are prohibited from accepting any gift from a political committee. [Sec. 112.31485, Fla. Stat.]

2. *Unauthorized Compensation*

Public officers or employees, local government attorneys, and their spouses and minor children are prohibited from accepting any compensation, payment, or thing of value when they know, or with the exercise of reasonable care should know, that it is given to influence a vote or other official action. [Sec. 112.313(4), Fla. Stat.]

3. *Misuse of Public Position*

Public officers and employees, and local government attorneys are prohibited from corruptly using or attempting to use their official positions or the resources thereof to obtain a special privilege or benefit for themselves or others. [Sec. 112.313(6), Fla. Stat.]

4. *Abuse of Public Position*

Public officers and employees are prohibited from abusing their public positions in order to obtain a disproportionate benefit for themselves or certain others. [Article II, Section 8(h), Florida Constitution.]

5. *Disclosure or Use of Certain Information*

Public officers and employees and local government attorneys are prohibited from disclosing or using information not available to the public and obtained by reason of their public position, for the personal benefit of themselves or others. [Sec. 112.313(8), Fla. Stat.]

6. *Solicitation or Acceptance of Honoraria*

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** honoraria related to their public offices or duties. [Sec. 112.3149, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees, are prohibited from knowingly **accepting** an honorarium from a political committee, lobbyist who has lobbied the person's agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist, or from a vendor doing business with the official's agency. However, they may accept the payment of expenses related to an honorarium event from such individuals or entities, provided that the expenses are disclosed. See Part III F of this brochure. [Sec. 112.3149, Fla. Stat.]

Lobbyists and their partners, firms, employers, and principals, as well as political committees and vendors, are prohibited from **giving** an honorarium to persons required to file FORM 1 or FORM 6 and to state procurement employees. Violations of this law may result in fines of up to \$5,000 and prohibitions against lobbying for up to two years. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no Executive Branch or legislative lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] This may include honorarium event related expenses that formerly were permitted under Sec. 112.3149, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

**B. PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS**

1. *Doing Business With One's Agency*

- a) A public employee acting as a purchasing agent, or public officer acting in an official capacity, is prohibited from purchasing, renting, or leasing any realty, goods, or

services for his or her agency from a business entity in which the officer or employee or his or her spouse or child owns more than a 5% interest. [Sec. 112.313(3), Fla. Stat.]

- b) A public officer or employee, acting in a private capacity, also is prohibited from renting, leasing, or selling any realty, goods, or services to his or her own agency if the officer or employee is a state officer or employee, or, if he or she is an officer or employee of a political subdivision, to that subdivision or any of its agencies. [Sec. 112.313(3), Fla. Stat.]

2. *Conflicting Employment or Contractual Relationship*

- a) A public officer or employee is prohibited from holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency. [Sec. 112.313(7), Fla. Stat.]
- b) A public officer or employee also is prohibited from holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties or which will impede the full and faithful discharge of the official's public duties. [Sec. 112.313(7), Fla. Stat.]
- c) Limited exceptions to this prohibition have been created in the law for legislative bodies, certain special tax districts, drainage districts, and persons whose professions or occupations qualify them to hold their public positions. [Sec. 112.313(7)(a) and (b), Fla. Stat.]

3. *Exemptions*—Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with one's agency and having conflicting employment may not apply:

- a) When the business is rotated among all qualified suppliers in a city or county.
- b) When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter

the contract. NOTE: Disclosure of the interest of the official, spouse, or child and the nature of the business must be filed prior to or at the time of submission of the bid on Commission FORM 3A with the Commission on Ethics or Supervisor of Elections, depending on whether the official serves at the state or local level.

- c) When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.
- d) When an emergency purchase must be made to protect the public health, safety, or welfare.
- e) When the business entity is the only source of supply within the political subdivision and there is full disclosure of the official's interest to the governing body on Commission FORM 4A.
- f) When the aggregate of any such transactions does not exceed \$500 in a calendar year.
- g) When the business transacted is the deposit of agency funds in a bank of which a county, city, or district official is an officer, director, or stockholder, so long as agency records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.
- h) When the prohibitions are waived in the case of ADVISORY BOARD MEMBERS by the appointing person or by a two-thirds vote of the appointing body (after disclosure on Commission FORM 4A).
- i) When the public officer or employee purchases in a private capacity goods or services, at a price and upon terms available to similarly situated members of the general public, from a business entity which is doing business with his or her agency.
- j) When the public officer or employee in a private capacity purchases goods or services from a business entity which is subject to the regulation of his or her agency where the price and terms of the transaction are available to similarly situated members of



the general public and the officer or employee makes full disclosure of the relationship to the agency head or governing body prior to the transaction.

4. *Additional Exemptions*

No elected public officer is in violation of the conflicting employment prohibition when employed by a tax exempt organization contracting with his or her agency so long as the officer is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures. [Sec. 112.313(15), Fla. Stat.]

5. *Legislators Lobbying State Agencies*

A member of the Legislature is prohibited from representing another person or entity for compensation during his or her term of office before any state agency other than judicial tribunals. [Art. II, Sec. 8(e), Fla. Const., and Sec. 112.313(9), Fla. Stat.]

6. *Additional Lobbying Restrictions for Certain Public Officers and Employees*

A statewide elected officer; a member of the legislature; a county commissioner; a county officer pursuant to Article VIII or county charter; a school board member; a superintendent of schools; an elected municipal officer; an elected special district officer in a special district with ad valorem taxing authority; or a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the federal government, the legislature, any state government body or agency, or any political subdivision of this state, during his or her term of office. [Art. II Sec 8(f)(2), Fla. Const. and Sec. 112.3121, Fla. Stat.]

7. *Employees Holding Office*

A public employee is prohibited from being a member of the governing body which serves as his or her employer. [Sec. 112.313(10), Fla. Stat.]

8. *Professional and Occupational Licensing Board Members*

An officer, director, or administrator of a state, county, or regional professional or occupational organization or association, while holding such position, may not serve as a member of a state examining or licensing board for the profession or occupation. [Sec. 112.313(11), Fla. Stat.]

9. *Contractual Services: Prohibited Employment*

A state employee of the executive or judicial branch who participates in the decision-making process involving a purchase request, who influences the content of any specification or procurement standard, or who renders advice, investigation, or auditing, regarding his or her agency's contract for services, is prohibited from being employed with a person holding such a contract with his or her agency. [Sec. 112.3185(2), Fla. Stat.]

10. *Local Government Attorneys*

Local government attorneys, such as the city attorney or county attorney, and their law firms are prohibited from representing private individuals and entities before the unit of local government which they serve. A local government attorney cannot recommend or otherwise refer to his or her firm legal work involving the local government unit unless the attorney's contract authorizes or mandates the use of that firm. [Sec. 112.313(16), Fla. Stat.]

11. *Dual Public Employment*

Candidates and elected officers are prohibited from accepting public employment if they know or should know it is being offered for the purpose of influence. Further, public employment may not be accepted unless the position was already in existence or was created without the anticipation of the official's interest, was publicly advertised, and the officer had to meet the same qualifications and go through the same hiring process as other applicants. For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees. [Sec. 112.3125, Fla. Stat.]

**C. RESTRICTIONS ON APPOINTING, EMPLOYING, AND CONTRACTING WITH RELATIVES**

1. *Anti-Nepotism Law*

A public official is prohibited from seeking for a relative any appointment, employment, promotion, or advancement in the agency in which he or she is serving or over which the official exercises jurisdiction or control. No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency; this includes relatives of members of collegial government bodies. NOTE: This prohibition does not apply to school districts (except as provided in Sec. 1012.23, Fla. Stat.), community colleges and state universities, or to appointments of boards, other than those with land-planning or zoning responsibilities, in municipalities of fewer than 35,000 residents. Also, the approval of budgets does not constitute “jurisdiction or control” for the purposes of this prohibition. This provision does not apply to volunteer emergency medical, firefighting, or police service providers. [Sec. 112.3135, Fla. Stat.]

2. *Additional Restrictions*

A state employee of the executive or judicial branch or the PSC is prohibited from directly or indirectly procuring contractual services for his or her agency from a business entity of which a relative is an officer, partner, director, or proprietor, or in which the employee, or his or her spouse, or children own more than a 5% interest. [Sec. 112.3185(6), Fla. Stat.]

**D. POST OFFICE HOLDING AND EMPLOYMENT (REVOLVING DOOR) RESTRICTIONS**

1. *Lobbying by Former Legislators, Statewide Elected Officers, and Appointed State Officers*

A member of the Legislature or a statewide elected or appointed state official is prohibited for two years following vacation of office from representing another person or entity for compensation before the government body or agency of which the individual was an officer or member. Former members of the Legislature are also prohibited for two years from lobbying the executive branch. [Art. II, Sec. 8(e), Fla. Const. and Sec. 112.313(9), Fla. Stat.]

## 2. *Lobbying by Former State Employees*

Certain employees of the executive and legislative branches of state government are prohibited from personally representing another person or entity for compensation before the agency with which they were employed for a period of two years after leaving their positions, unless employed by another agency of state government. [Sec. 112.313(9), Fla. Stat.] These employees include the following:

- a) Executive and legislative branch employees serving in the Senior Management Service and Selected Exempt Service, as well as any person employed by the Department of the Lottery having authority over policy or procurement.
- b) serving in the following position classifications: the Auditor General; the director of the Office of Program Policy Analysis and Government Accountability (OPPAGA); the Sergeant at Arms and Secretary of the Senate; the Sergeant at Arms and Clerk of the House of Representatives; the executive director and deputy executive director of the Commission on Ethics; an executive director, staff director, or deputy staff director of each joint committee, standing committee, or select committee of the Legislature; an executive director, staff director, executive assistant, legislative analyst, or attorney serving in the Office of the President of the Senate, the Office of the Speaker of the House of Representatives, the Senate Majority Party Office, the Senate Minority Party Office, the House Majority Party Office, or the House Minority Party Office; the Chancellor and Vice-Chancellors of the State University System; the general counsel to the Board of Regents; the president, vice presidents, and deans of each state university; any person hired on a contractual basis and having the power normally conferred upon such persons, by whatever title; and any person having the power normally conferred upon the above positions.

This prohibition does not apply to a person who was employed by the Legislature or other agency prior to July 1, 1989; who was a defined employee of the State University System or the Public Service Commission who held such employment on December 31, 1994; or who reached normal retirement age and retired by July 1, 1991. It does apply to OPS employees.

PENALTIES: Persons found in violation of this section are subject to the penalties contained in the Code (see PENALTIES, Part V) as well as a civil penalty in an amount equal to the compensation which the person received for the prohibited conduct. [Sec. 112.313(9)(a)5, Fla. Stat.]

3. *6-Year Lobbying Ban*

For a period of six years after vacation of public position occurring on or after December 31, 2022, a statewide elected officer or member of the legislature shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature or any state government body or agency. [Art. II Sec 8(f)(3)a., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature, the governor, the executive office of the governor, members of the cabinet, a department that is headed by a member of the cabinet, or his or her former department. [Art. II Sec 8(f)(3)b., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a county commissioner, a county officer pursuant to Article VIII or county charter, a school board member, a superintendent of schools, an elected municipal officer, or an elected special district officer in a special district with ad valorem taxing authority shall not lobby for compensation on issues of policy, appropriations, or procurement before his or her former agency or governing body. [Art. II Sec 8(f)(3)c., Fla. Const. and Sec. 112.3121, Fla. Stat.]

4. *Additional Restrictions on Former State Employees*

A former executive or judicial branch employee or PSC employee is prohibited from having employment or a contractual relationship, at any time after retirement or termination of employment, with any business entity (other than a public agency) in connection with a contract in which the employee participated personally and substantially by recommendation or decision while a public employee. [Sec. 112.3185(3), Fla. Stat.]

A former executive or judicial branch employee or PSC employee who has retired or terminated employment is prohibited from having any employment or contractual relationship for two years with any business entity (other than a public agency) in connection with a contract for services which was within his or her responsibility while serving as a state employee. [Sec.112.3185(4), Fla. Stat.]

Unless waived by the agency head, a former executive or judicial branch employee or PSC employee may not be paid more for contractual services provided by him or her to the former agency during the first year after leaving the agency than his or her annual salary before leaving. [Sec. 112.3185(5), Fla. Stat.]

These prohibitions do not apply to PSC employees who were so employed on or before Dec. 31, 1994.

5. *Lobbying by Former Local Government Officers and Employees*

A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office. Appointed officers and employees of counties, municipalities, school districts, and special districts may be subject to a similar restriction by local ordinance or resolution. [Sec. 112.313(13) and (14), Fla. Stat.]

**E. VOTING CONFLICTS OF INTEREST**

State public officers are prohibited from voting in an official capacity on any measure which they know would inure to their own special private gain or loss. A state public officer who abstains, or who votes on a measure which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, must make every reasonable effort to file a memorandum of voting conflict with the recording secretary in advance of the vote. If that is not possible, it must be filed within 15 days after the vote occurs. The memorandum must disclose the nature of the officer's interest in the matter.

No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter. However, members of community redevelopment agencies and district officers elected on a one-acre, one-vote basis are not required to abstain when voting in that capacity.

No appointed state or local officer shall participate in any matter which would inure to the officer's special private gain or loss, the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, without first disclosing the nature of his or her interest in the matter. The memorandum of voting conflict (Commission Form 8A or 8B) must be filed with the meeting's recording officer, be provided to the other members of the agency, and be read publicly at the next meeting.

If the conflict is unknown or not disclosed prior to the meeting, the appointed official must orally disclose the conflict at the meeting when the conflict becomes known. Also, a written memorandum of voting conflict must be filed with the meeting's recording officer within 15 days of the disclosure being made and must be provided to the other members of the agency, with the disclosure being read publicly at the next scheduled meeting. [Sec. 112.3143, Fla. Stat.]

## **F. DISCLOSURES**

Conflicts of interest may occur when public officials are in a position to make decisions that affect their personal financial interests. This is why public officers and employees, as well as candidates who run for public office, are required to publicly disclose their financial interests. The disclosure process serves to remind officials of their obligation to put the public interest above personal considerations. It also helps citizens to monitor the considerations of those who spend their tax dollars and participate in public policy decisions or administration.

All public officials and candidates do not file the same degree of disclosure; nor do they all file at the same time or place. Thus, care must be taken to determine which disclosure forms a particular official or candidate is required to file.

The following forms are described below to set forth the requirements of the various disclosures and the steps for correctly providing the information in a timely manner.

1. *FORM 1 - Limited Financial Disclosure*

Who Must File:

Persons required to file FORM 1 include all state officers, local officers, candidates for local elective office, and specified state employees as defined below (other than those officers who are required by law to file FORM 6).

STATE OFFICERS include:

- 1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
  
- 2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies; but including judicial nominating commission members; directors of Enterprise Florida, Scripps Florida Funding Corporation, and CareerSource Florida, and members of the Council on the Social Status of Black Men and Boys; the Executive Director, governors, and senior managers of Citizens Property Insurance Corporation; governors and senior managers of Florida Workers' Compensation Joint Underwriting Association, board members of the Northeast Florida Regional Transportation Commission, and members of the board of Triumph Gulf Coast, Inc.; members of the board of Florida is



for Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

- 3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, local boards of trustees and presidents of state universities, and members of the Florida Prepaid College Board.

LOCAL OFFICERS include:

- 1) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
- 2) Appointed members of the following boards, councils, commissions, authorities, or other bodies of any county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; a community college or junior college district board of trustees; a board having the power to enforce local code provisions; a planning or zoning board, board of adjustments or appeals, community redevelopment agency board, or other board having the power to recommend, create, or modify land planning or zoning within the political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; a pension board or retirement board empowered to invest pension or retirement funds or to determine entitlement to or amount of a pension or other retirement benefit.
- 3) Any other appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.
- 4) Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other

political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

- 5) Members of governing boards of charter schools operated by a city or other public entity.
- 6) The officers, directors, and chief executive officer of a corporation, partnership, or other business entity that is serving as the chief administrative or executive officer or employee of a political subdivision, and any business entity employee who is acting as the chief administrative or executive officer or employee of the political subdivision. [Sec. 112.3136, Fla. Stat.]

SPECIFIED STATE EMPLOYEE includes:

- 1) Employees in the Office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.
- 2) The following positions in each state department, commission, board, or council: secretary or state surgeon general, assistant or deputy secretary, executive director, assistant or deputy executive director, and anyone having the power normally conferred upon such persons, regardless of title.
- 3) The following positions in each state department or division: director, assistant or deputy director, bureau chief, assistant bureau chief, and any person having the power normally conferred upon such persons, regardless of title.

- 4) Assistant state attorneys, assistant public defenders, criminal conflict and civil regional counsel, assistant criminal conflict and civil regional counsel, public counsel, full-time state employees serving as counsel or assistant counsel to a state agency, judges of compensation claims, administrative law judges, and hearing officers.
- 5) The superintendent or director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.
- 6) State agency business managers, finance and accounting directors, personnel officers, grant coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.
- 7) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

What Must Be Disclosed:

FORM 1 requirements are set forth fully on the form. In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. NO DOLLAR VALUES ARE REQUIRED TO BE LISTED. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When to File:

CANDIDATES who do not currently hold a position requiring the filing of a Form 1 or Form 6 must register and use the electronic filing system to complete the Form 6, then print and file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

STATE and LOCAL OFFICERS and SPECIFIED STATE EMPLOYEES are required to file disclosure by July 1 of each year. They also must file within thirty days from the date of appointment or the beginning of employment. Those appointees requiring Senate confirmation must file prior to confirmation.

Where to File:

File with the Commission on Ethics. [Sec. 112.3145, Fla. Stat.]

Beginning January 1, 2024, all Form 1 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable by name or organization on the Commission's website.

2. *FORM 1F - Final Form 1 Limited Financial Disclosure*

FORM 1F is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 1 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

3. *FORM 2 - Quarterly Client Disclosure*

The state officers, local officers, and specified state employees listed above, as well as elected constitutional officers, must file a FORM 2 if they or a partner or associate of their professional firm represent a client for compensation before an agency at their level of government.

A FORM 2 disclosure includes the names of clients represented by the reporting person or by any partner or associate of his or her professional firm for a fee or commission before agencies at the reporting person's level of government. Such representations do not include appearances in ministerial matters, appearances before judges of compensation claims, or representations on behalf of one's agency in one's official capacity. Nor does the term include the preparation and filing of forms and applications merely for the purpose of obtaining or transferring a license, so long as the

issuance of the license does not require a variance, special consideration, or a certificate of public convenience and necessity.

#### When to File:

This disclosure should be filed quarterly, by the end of the calendar quarter following the calendar quarter during which a reportable representation was made. FORM 2 need not be filed merely to indicate that no reportable representations occurred during the preceding quarter; it should be filed ONLY when reportable representations were made during the quarter.

#### Where To File:

File with the Commission on Ethics. [Sec. 112.3145(4), Fla. Stat.]

Beginning January 1, 2024, all Form 2 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable on the Commission's website.

#### 4. *FORM 6 - Full and Public Disclosure*

#### Who Must File:

Persons required by law to file FORM 6 include all elected constitutional officers and candidates for such office; the mayor and members of a city council and candidates for these offices; the Duval County Superintendent of Schools; judges of compensation claims (pursuant to Sec. 440.442, Fla. Stat.); members of the Florida Housing Finance Corporation Board and members of expressway authorities, transportation authorities (except the Jacksonville Transportation Authority), bridge authority, or toll authorities created pursuant to Ch. 348 or 343, or 349, or other general law.

## What Must be Disclosed:

FORM 6 is a detailed disclosure of assets, liabilities, and sources of income over \$1,000 and their values, as well as net worth. Officials may opt to file their most recent income tax return in lieu of listing sources of income but still must disclose their assets, liabilities, and net worth. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

## When and Where To File:

Officials must file FORM 6 annually by July 1 with the Commission on Ethics.

Beginning January 1, 2023, all Form 6 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable by name and organization on the Commission's website.

CANDIDATES who do not currently hold a position requiring the filing of a Form 1 or Form 6 must register and use the electronic filing system to complete the Form 6, then print and file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

### 5. *FORM 6F - Final Form 6 Full and Public Disclosure*

This is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 6 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

### 6. *FORM 9 - Quarterly Gift Disclosure*

Each person required to file FORM 1 or FORM 6, and each state procurement employee, must file a FORM 9, Quarterly Gift Disclosure, with the Commission on Ethics on the last day of any calendar quarter following the calendar quarter in which he or she received a gift worth more than \$100, other

than gifts from relatives, gifts prohibited from being accepted, gifts primarily associated with his or her business or employment, and gifts otherwise required to be disclosed. FORM 9 NEED NOT BE FILED if no such gift was received during the calendar quarter.

Information to be disclosed includes a description of the gift and its value, the name and address of the donor, the date of the gift, and a copy of any receipt for the gift provided by the donor. [Sec. 112.3148, Fla. Stat.]

7. *FORM 10 - Annual Disclosure of Gifts from Government Agencies and Direct-Support Organizations and Honorarium Event Related Expenses*

State government entities, airport authorities, counties, municipalities, school boards, water management districts, and the South Florida Regional Transportation Authority, may give a gift worth more than \$100 to a person required to file FORM 1 or FORM 6, and to state procurement employees, if a public purpose can be shown for the gift. Also, a direct-support organization for a governmental entity may give such a gift to a person who is an officer or employee of that entity. These gifts are to be reported on FORM 10, to be filed by July 1.

The governmental entity or direct-support organization giving the gift must provide the officer or employee with a statement about the gift no later than March 1 of the following year. The officer or employee then must disclose this information by filing a statement by July 1 with his or her annual financial disclosure that describes the gift and lists the donor, the date of the gift, and the value of the total gifts provided during the calendar year. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3148, Fla. Stat.]

In addition, a person required to file FORM 1 or FORM 6, or a state procurement employee, who receives expenses or payment of expenses related to an honorarium event from someone who is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on FORM 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

The disclosure must be filed by July 1, for expenses received during the previous calendar year, with the officer's or employee's FORM 1 or FORM 6. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no executive branch or legislative lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, any expenditure made for the purpose of lobbying. This may include gifts or honorarium event related expenses that formerly were permitted under Sections 112.3148 and 112.3149. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts, which include anything not primarily related to political activities authorized under ch. 106, are prohibited from political committees. [Sec. 112.31485 Fla. Stat.]

#### 8. *FORM 30 - Donor's Quarterly Gift Disclosure*

As mentioned above, the following persons and entities generally are prohibited from giving a gift worth more than \$100 to a reporting individual (a person required to file FORM 1 or FORM 6) or to a state procurement employee: a political committee; a lobbyist who lobbies the reporting individual's or procurement employee's agency, and the partner, firm, employer, or principal of such a lobbyist; and vendors. If such person or entity makes a gift worth between \$25 and \$100 to a reporting individual or state procurement employee (that is not accepted in behalf of a governmental entity or charitable organization), the gift should be reported on FORM 30. The donor also must notify the recipient at the time the gift is made that it will be reported.

The FORM 30 should be filed by the last day of the calendar quarter following the calendar quarter in which the gift was made. If the gift was made to an individual in the legislative branch, FORM 30 should be filed with the Lobbyist Registrar. [See page 35 for address.] If the gift was to any other reporting individual or state procurement employee, FORM 30 should be filed with the Commission on Ethics.



However, notwithstanding Section 112.3148, Fla. Stat., no executive branch lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, any expenditure made for the purpose of lobbying. This may include gifts that formerly were permitted under Section 112.3148. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts from political committees are prohibited. [Sec. 112.31485, Fla. Stat.]

9. *FORM 1X AND FORM 6X - Amendments to Form 1 and Form 6*

These forms are provided for officers or employees to amend their previously filed Form 1 or Form 6.

#### **IV. AVAILABILITY OF FORMS**

Beginning January 1, 2024, LOCAL OFFICERS and EMPLOYEES, and OTHER STATE OFFICERS, and SPECIFIED STATE EMPLOYEES who must file FORM 1 annually must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

ELECTED CONSTITUTIONAL OFFICERS and other officials who must file Form 6 annually, including City Commissioners and Mayors, must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

## V. PENALTIES

### A. *Non-criminal Penalties for Violation of the Sunshine Amendment and the Code of Ethics*

There are no criminal penalties for violation of the Sunshine Amendment and the Code of Ethics. Penalties for violation of these laws may include: impeachment, removal from office or employment, suspension, public censure, reprimand, demotion, reduction in salary level, forfeiture of no more than one-third salary per month for no more than twelve months, a civil penalty not to exceed \$10,000\*, and restitution of any pecuniary benefits received, and triple the value of a gift from a political committee.

### B. *Penalties for Candidates*

CANDIDATES for public office who are found in violation of the Sunshine Amendment or the Code of Ethics may be subject to one or more of the following penalties: disqualification from being on the ballot, public censure, reprimand, or a civil penalty not to exceed \$10,000\*, and triple the value of a gift received from a political committee.

### C. *Penalties for Former Officers and Employees*

FORMER PUBLIC OFFICERS or EMPLOYEES who are found in violation of a provision applicable to former officers or employees or whose violation occurred prior to such officer's or employee's leaving public office or employment may be subject to one or more of the following penalties: public censure and reprimand, a civil penalty not to exceed \$10,000\*, and restitution of any pecuniary benefits received, and triple the value of a gift received from a political committee.

\*Conduct occurring after May 11, 2023, will be subject to a recommended civil penalty of up to \$20,000. [Ch. 2023-49, Laws of Florida.]

*D. Penalties for Lobbyists and Others*

An executive branch lobbyist who has failed to comply with the Executive Branch Lobbying Registration law (see Part VIII) may be fined up to \$5,000, reprimanded, censured, or prohibited from lobbying executive branch agencies for up to two years. Lobbyists, their employers, principals, partners, and firms, and political committees and committees of continuous existence who give a prohibited gift or honorarium or fail to comply with the gift reporting requirements for gifts worth between \$25 and \$100, may be penalized by a fine of not more than \$5,000 and a prohibition on lobbying, or employing a lobbyist to lobby, before the agency of the public officer or employee to whom the gift was given for up to two years. Any agent or person acting on behalf of a political committee giving a prohibited gift is personally liable for a civil penalty of up to triple the value of the gift.

Executive Branch lobbying firms that fail to timely file their quarterly compensation reports may be fined \$50 per day per report for each day the report is late, up to a maximum fine of \$5,000 per report.

*E. Felony Convictions: Forfeiture of Retirement Benefits*

Public officers and employees are subject to forfeiture of all rights and benefits under the retirement system to which they belong if convicted of certain offenses. The offenses include embezzlement or theft of public funds; bribery; felonies specified in Chapter 838, Florida Statutes; impeachable offenses; and felonies committed with intent to defraud the public or their public agency. [Sec. 112.3173, Fla. Stat.]

*F. Automatic Penalties for Failure to File Annual Disclosure*

Public officers and employees required to file either Form 1 or Form 6 annual financial disclosure are subject to automatic fines of \$25 for each day late the form is filed after September 1, up to a maximum penalty of \$1,500. [Sec. 112.3144 and 112.3145, Fla. Stat.]

## VI. ADVISORY OPINIONS

Conflicts of interest may be avoided by greater awareness of the ethics laws on the part of public officials and employees through advisory assistance from the Commission on Ethics.

### A. *Who Can Request an Opinion*

Any public officer, candidate for public office, or public employee in Florida who is in doubt about the applicability of the standards of conduct or disclosure laws to himself or herself, or anyone who has the power to hire or terminate another public employee, may seek an advisory opinion from the Commission about himself or herself or that employee.

### B. *How to Request an Opinion*

Opinions may be requested by letter presenting a question based on a real situation and including a detailed description of the situation. Opinions are issued by the Commission and are binding on the conduct of the person who is the subject of the opinion, unless material facts were omitted or misstated in the request for the opinion. Published opinions will not bear the name of the persons involved unless they consent to the use of their names; however, the request and all information pertaining to it is a public record, made available to the Commission and to members of the public in advance of the Commission's consideration of the question.

### C. *How to Obtain Published Opinions*

All of the Commission's opinions are available for viewing or download at its website:  
[www.ethics.state.fl.us](http://www.ethics.state.fl.us).

## VII. COMPLAINTS

### A. *Citizen Involvement*

The Commission on Ethics cannot conduct investigations of alleged violations of the Sunshine Amendment or the Code of Ethics unless a person files a sworn complaint with the Commission alleging such violation has occurred, or a referral is received, as discussed below.

If you have knowledge that a person in government has violated the standards of conduct or disclosure laws described above, you may report these violations to the Commission by filing a sworn complaint on the form prescribed by the Commission and available for download at [www.ethics.state.fl.us](http://www.ethics.state.fl.us). The Commission is unable to take action based on learning of such misdeeds through newspaper reports, telephone calls, or letters.

You can download a complaint form (FORM 50) from the Commission's website: [www.ethics.state.fl.us](http://www.ethics.state.fl.us), or contact the Commission office at the address or phone number shown on the inside front cover of this booklet.

### B. *Referrals*

The Commission may accept referrals from: the Governor, the Florida Department of Law Enforcement, a State Attorney, or a U.S. Attorney. A vote of six of the Commission's nine members is required to proceed on such a referral.

### C. *Confidentiality*

The complaint or referral, as well as all proceedings and records relating thereto, is confidential until the accused requests that such records be made public or until the matter reaches a stage in the Commission's proceedings where it becomes public. This means that unless the Commission receives a written waiver of confidentiality from the accused, the Commission is not free to release any documents or to comment on a complaint or referral to members of the public or press, so long as the complaint or referral remains in a confidential stage.

A COMPLAINT OR REFERRAL MAY NOT BE FILED WITH RESPECT TO A CANDIDATE ON THE DAY OF THE ELECTION, OR WITHIN THE 30 CALENDAR DAYS PRECEDING THE ELECTION DATE, UNLESS IT IS BASED ON PERSONAL INFORMATION OR INFORMATION OTHER THAN HEARSAY.

*D. How the Complaint Process Works*

Complaints which allege a matter within the Commission's jurisdiction are assigned a tracking number and Commission staff forwards a copy of the original sworn complaint to the accused within five working days of its receipt. Any subsequent sworn amendments to the complaint also are transmitted within five working days of their receipt.

Once a complaint is filed, it goes through three procedural stages under the Commission's rules. The first stage is a determination of whether the allegations of the complaint are legally sufficient: that is, whether they indicate a possible violation of any law over which the Commission has jurisdiction. If the complaint is found not to be legally sufficient, the Commission will order that the complaint be dismissed without investigation, and all records relating to the complaint will become public at that time.

In cases of very minor financial disclosure violations, the official will be allowed an opportunity to correct or amend his or her disclosure form. Otherwise, if the complaint is found to be legally sufficient, a preliminary investigation will be undertaken by the investigative staff of the Commission. The second stage of the Commission's proceedings involves this preliminary investigation and a decision by the Commission as to whether there is probable cause to believe that there has been a violation of any of the ethics laws. If the Commission finds no probable cause to believe there has been a violation of the ethics laws, the complaint will be dismissed and will become a matter of public record. If the Commission finds probable cause to believe there has been a violation of the ethics laws, the complaint becomes public and usually enters the third stage of proceedings. This stage requires the Commission to decide whether the law was actually violated and, if so, whether a penalty should be recommended. At this stage, the accused has the right to request a public hearing (trial) at which evidence is presented, or the Commission may order that such a hearing be held. Public hearings usually are held in or near the area where the alleged violation occurred.

When the Commission concludes that a violation has been committed, it issues a public report of its findings and may recommend one or more penalties to the appropriate disciplinary body or official.

When the Commission determines that a person has filed a complaint with knowledge that the complaint contains one or more false allegations or with reckless disregard for whether the complaint contains false allegations, the complainant will be liable for costs plus reasonable attorney's fees incurred by the person complained against. The Department of Legal Affairs may bring a civil action to recover such fees and costs, if they are not paid voluntarily within 30 days.

*E. Dismissal of Complaints At Any Stage of Disposition*

The Commission may, at its discretion, dismiss any complaint at any stage of disposition should it determine that the public interest would not be served by proceeding further, in which case the Commission will issue a public report stating with particularity its reasons for the dismissal. [Sec. 112.324(12), Fla. Stat.]

*F. Statute of Limitations*

All sworn complaints alleging a violation of the Sunshine Amendment or the Code of Ethics must be filed with the Commission within five years of the alleged violation or other breach of the public trust. Time starts to run on the day AFTER the violation or breach of public trust is committed. The statute of limitations is tolled on the day a sworn complaint is filed with the Commission. If a complaint is filed and the statute of limitations has run, the complaint will be dismissed. [Sec. 112.3231, Fla. Stat.]

## **VIII. EXECUTIVE BRANCH LOBBYING**

Any person who, for compensation and on behalf of another, lobbies an agency of the executive branch of state government with respect to a decision in the area of policy or procurement may be required to register as an executive branch lobbyist. Registration is required before lobbying an agency and is renewable annually. In addition, each lobbying firm must file a compensation report

with the Commission for each calendar quarter during any portion of which one or more of the firm's lobbyists were registered to represent a principal. As noted above, no executive branch lobbyist or principal can make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 can knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.]

Paying an executive branch lobbyist a contingency fee based upon the outcome of any specific executive branch action, and receiving such a fee, is prohibited. A violation of this prohibition is a first degree misdemeanor, and the amount received is subject to forfeiture. This does not prohibit sales people from receiving a commission. [Sec. 112.3217, Fla. Stat.]

Executive branch departments, state universities, community colleges, and water management districts are prohibited from using public funds to retain an executive branch (or legislative branch) lobbyist, although these agencies may use full-time employees as lobbyists. [Sec. 11.062, Fla. Stat.]

Online registration and filing is available at [www.floridalobbyist.gov](http://www.floridalobbyist.gov). Additional information about the executive branch lobbyist registration system may be obtained by contacting the Lobbyist Registrar at the following address:

Executive Branch Lobbyist Registration  
Room G-68, Claude Pepper Building  
111 W. Madison Street  
Tallahassee, FL 32399-1425  
Phone: 850/922-4990

## **IX. WHISTLE-BLOWER'S ACT**

In 1986, the Legislature enacted a "Whistle-blower's Act" to protect employees of agencies and government contractors from adverse personnel actions in retaliation for disclosing information in a sworn complaint alleging certain types of improper activities. Since then, the Legislature has revised this law to afford greater protection to these employees.



While this language is contained within the Code of Ethics, the Commission has no jurisdiction or authority to proceed against persons who violate this Act. Therefore, a person who has disclosed information alleging improper conduct governed by this law and who may suffer adverse consequences as a result should contact one or more of the following: the Office of the Chief Inspector General in the Executive Office of the Governor; the Department of Legal Affairs; the Florida Commission on Human Relations; or a private attorney. [Sec. 112.3187 - 112.31895, Fla. Stat.]

## **X. ADDITIONAL INFORMATION**

As mentioned above, we suggest that you review the language used in each law for a more detailed understanding of Florida's ethics laws. The "Sunshine Amendment" is Article II, Section 8, of the Florida Constitution. The Code of Ethics for Public Officers and Employees is contained in Part III of Chapter 112, Florida Statutes.

Additional information about the Commission's functions and interpretations of these laws may be found in Chapter 34 of the Florida Administrative Code, where the Commission's rules are published, and in The Florida Administrative Law Reports, which until 2005 published many of the Commission's final orders. The Commission's rules, orders, and opinions also are available at [www.ethics.state.fl.us](http://www.ethics.state.fl.us).

If you are a public officer or employee concerned about your obligations under these laws, the staff of the Commission will be happy to respond to oral and written inquiries by providing information about the law, the Commission's interpretations of the law, and the Commission's procedures.

## **XI. TRAINING**

Constitutional officers, elected municipal officers, commissioners of community redevelopment agencies (CRAs), and commissioners of community development districts are required to receive a total of four hours training, per calendar year, in the area of ethics, public

records, and open meetings. The Commission on Ethics does not track compliance or certify providers. Officials indicate their compliance with the training requirement when they file their annual Form 1 or Form 6.

Visit the training page on the Commission's website for up-to-date rules, opinions, audio/video training, and opportunities for live training conducted by Commission staff.

2023 Form 1 - Statement of Financial Interests

**General Information**

Name: DISCLOSURE FILER

Address: SAMPLE ADDRESS

County: SAMPLE COUNTY

PID SAMPLE

**AGENCY INFORMATION**

Organization	Suborganization	Title
SAMPLE	SAMPLE	SAMPLE

**Disclosure Period**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2023 .

**Primary Sources of Income**

PRIMARY SOURCE OF INCOME (Over \$2,500) (Major sources of income to the reporting person)  
(If you have nothing to report, write "none" or "n/a")

Name of Source of Income	Source's Address	Description of the Source's Principal Business Activity

**Secondary Sources of Income**

SECONDARY SOURCES OF INCOME (Major customers, clients, and other sources of income to businesses owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Name of Business Entity	Name of Major Sources of Business' Income	Address of Source	Principal Business Activity of Source

**Real Property**

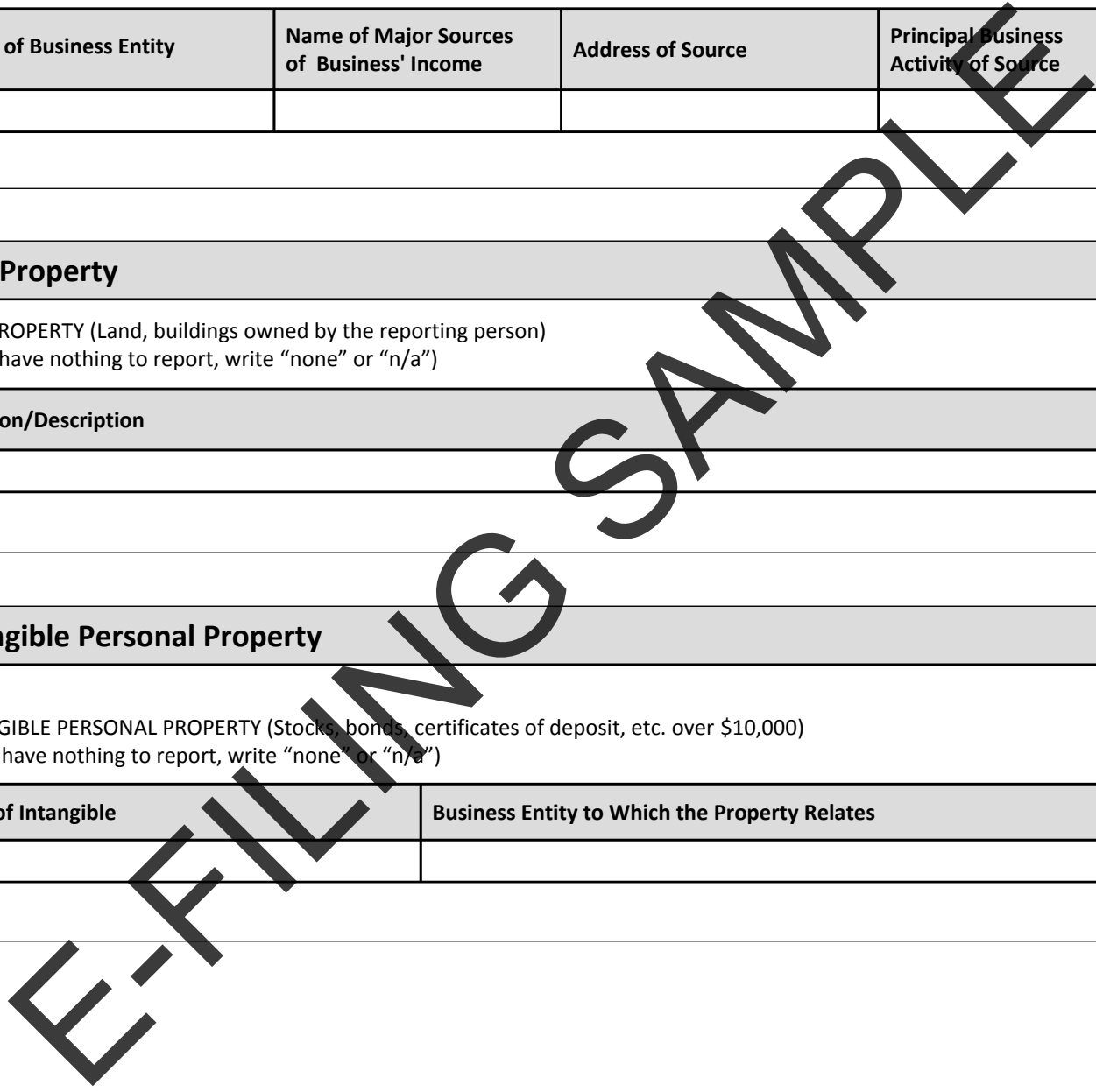
REAL PROPERTY (Land, buildings owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Location/Description

**Intangible Personal Property**

INTANGIBLE PERSONAL PROPERTY (Stocks, bonds, certificates of deposit, etc. over \$10,000) (If you have nothing to report, write "none" or "n/a")

Type of Intangible	Business Entity to Which the Property Relates



2023 Form 1 - Statement of Financial Interests

**Liabilities**

LIABILITIES (Major debts valued over \$10,000):  
(If you have nothing to report, write "none" or "n/a")

Name of Creditor	Address of Creditor

**Interests in Specified Businesses**

INTERESTS IN SPECIFIED BUSINESSES (Ownership or positions in certain types of businesses)  
(If you have nothing to report, write "none" or "n/a")

Business Entity # 1

**Training**

Based on the office or position you hold, the certification of training required under Section 112.3142, F.S., is not applicable to you for this form year.

E-FILING SAMPLE

**Signature of Filer**

Digitally signed:

**Filed with COE:**

**E-FILING SAMPLE**

# 2023 Form 1 Instructions

## Statement of Financial Interests

### Notice

The annual Statement of Financial Interest is due July 1, 2024. If the annual form is not submitted via the electronic filing system created and maintained by the Commission September 3, 2024, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

### When To File:

*Initially*, each local officer/employee, state officer, and specified state employee must file within 30 days of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2023.

### Who Must File Form 1

1. Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
2. Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding those required to file full disclosure on Form 6 as well as members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.
3. The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.
4. Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.
5. Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.
6. Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.
7. Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk;

appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

8. Officers and employees of entities serving as chief administrative officer of a political subdivision.
9. Members of governing boards of charter schools operated by a city or other public entity.
10. Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.
11. The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.
12. The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.
13. Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.
14. The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.
15. State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.
16. The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.
17. Each member of the governing body of a "large-hub commercial service airport," as defined in Section 112.3144(1)(c), Florida Statutes, except for members required to comply with the financial disclosure requirements of s. 8, Article II of the State Constitution.

ATTACHMENTS: A filer may include and submit attachments or other supporting documentation when filing disclosure.

**PUBLIC RECORD:** The disclosure form is a public record and is required by law to be posted to the Commission's website. Your Social Security number, bank account, debit, charge, and credit card numbers, mortgage or brokerage account numbers, personal identification numbers, or taxpayer identification numbers are not required and should not be included. If such information is included in the filing, it may be made available for public inspection and copying unless redaction is required by the filer, without any liability to the Commission. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address or other information is exempt from disclosure, the Commission will maintain that confidentiality *if you submit a written and notarized request.*

**QUESTIONS** about this form or the ethics laws may be addressed to the Commission on Ethics, Post Office Drawer 15709, Tallahassee, Florida 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303; telephone (850) 488-7864.

## Instructions for Completing Form 1

### Primary Sources of Income

[Required by s. 112.3145(3)(b)1, F.S.]

This section is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony if considered gross income under federal law, but not child support.

Examples:

- If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).



- If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).
- If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).
- If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.
- If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.
- If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

## Secondary Sources of Income

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

1. You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); *and*,
2. You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

## Real Property

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more accurate fair market value.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

## Intangible Personal Property

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you (including, but not limited to, loans made as a candidate to your own campaign), Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts in which you have an ownership

interest. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship, including bank accounts owned in such a manner, should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

## Liabilities

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

## Interests in Specified Businesses

[Required by s. 112.3145(7), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

## Training Certification

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer appointed school superintendent, a commissioner of a community redevelopment agency created under Part III, Chapter 163, or an elected local officers of independent special districts, including any person appointed to fill a vacancy on an elected special district board, whose service began on or before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

**RESOLUTION 2025-3**

**A RESOLUTION OF THE BOARD OF SUPERVISOR’S OF THE MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT RE-DESIGNATING THE OFFICER’S OF THE DISTRICT; PROVIDING FOR SEVERABILITY AND INVALID PROVISIONS; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Miromar Lakes Community Development District desire to appoint the below recited person(s) to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. DESIGNATION OF OFFICERS OF THE DISTRICT.** The following persons are appointed to the offices shown.

<b>Chairman</b>	<u>Alan Refkin</u>
<b>Vice-Chairman</b>	<u>Michael T. Weber</u>
<b>Assistant Secretary</b>	<u>Douglas Ballinger</u>
<b>Assistant Secretary</b>	<u>Mary LaFevre</u>
<b>Assistant Secretary</b>	<u>Patrick J. Reidy</u>
<b>Treasurer</b>	<u>James P. Ward</u>
<b>Secretary</b>	<u>James P. Ward</u>

**SECTION 2. REMOVAL OF CERTAIN OFFICERS.** Any other individuals are hereby removed as officers of the District.

**SECTION 3. SEVERABILITY AND INVALID PROVISIONS.** If any one of the covenants, agreements or provisions herein contained shall be held contrary to any express provision of law or contract to the policy of express law, but not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining covenants, agreements or provisions and shall in no way effect the validity of the other provisions hereof.

**SECTION 4. CONFLICT.** That all Sections or parts of Sections of any Resolutions, Agreements or actions of the Board of Supervisors in conflict are hereby repealed to the extent of such conflict.

**SECTION 5. PROVIDING FOR AN EFFECTIVE DATE.** This Resolution shall become effective immediately upon passage.

**RESOLUTION 2025-3**

**A RESOLUTION OF THE BOARD OF SUPERVISOR’S OF THE MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT RE-DESIGNATING THE OFFICER’S OF THE DISTRICT; PROVIDING FOR SEVERABILITY AND INVALID PROVISIONS; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**PASSED AND ADOPTED** by the Board of Supervisors of the Miromar Lakes Community Development District this 12th day of December 2024.

**MIROMAR LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
James P. Ward, Secretary

\_\_\_\_\_  
Name: \_\_\_\_\_  
Chairperson / Vice-Chairperson

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**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, November 14, 2024, at 2:00 P.M. in the Library at the Beach Clubhouse, 18061 Miromar Lakes Parkway, Miromar Lakes, Florida 33913.

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**Present and constituting a quorum:**

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

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**Also present were:**

James P. Ward	District Manager
Greg Urbancic	District Attorney
Meagan Magaldi	District Counsel
Charlie Krebs	District Engineer
Richard Freeman	Asset Manager

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**Audience:**

All residents' 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.

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**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, constituting a quorum.

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**SECOND ORDER OF BUSINESS**

**Consideration of Minutes**

**September 12, 2024 – Regular Meeting Minutes**

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

One correction was mentioned and made to line 131 of the minutes.

**On MOTION made by Mary LeFevre, seconded by Patrick Reidy, and with all in favor, the September 12, 2024, Regular Meeting Minutes were approved as amended.**

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**THIRD ORDER OF BUSINESS**  
**– impacts of recent Hurricane’s**

**Discussion of the District’s Water Management system**

Mr. Ward: In your agenda is a presentation by Charlie. So after we had two major storm events and some issues with respect to the community and the water management system. Charlie put together a presentation and discussion for you on the Water Management System.

Mr. Charlie Krebs: Okay, so, before you use an exhibit that I put together that kind of shows the water management system in this totality. As part of this I tried to incorporate into who owns the different water management tracks. You can see that everything that's in the dark blue, that's been lakes and easements that have been transferred to the CDD. The areas that are in yellow are lands that are owned by one of the many HOA's here. Could be the master Association, could be a local HOA. The ones in red are the ones that are still owned by Miramar Lakes LLC, the developer. The ones in light blue, and you're only going to see two of them, and I'll of them, and I'll just point those out to you. There's one down here in Lake three A. This is where I'll use these, so there's one down here. (points to locations on map) This is the future development. It goes from over to Lake three A, and then you have another one up here by the clubhouse, taking water from Ben Hill Griffin into Lake 1 and 1D it goes into this lake. Part of the water management system permit for Ben Hill has different connection points to the adjacent property, so up in this location. There's one where a portion of the road comes in. Down here is another location road comes in. There's a location down here where the road comes into a dry attention area, and then another one up here where it's going to come into the development here. And there's at least one location where, I think it comes over into the commercial area or the apartments. So since there are no ponds that are currently owned by the county, utilizes the lakes and ponds that are adjacent to Ben Hill to treat the water and get it over to different outcalls. So what you have over on the west side of Ben Hill is basins, one, two and three, that goes from the maintenance facility all the way down to San Marino, and all those lakes cascade south towards and this is what's called Lake 3A and it goes out to I 75 and then from I 75 it works its way down to the British crossing, and then from there it's in the beginning of the North Branch of the Estero River. Everything on the east side, including Esplanade, which used to be part of basin five and six. But when we made the 2 lake connections this all became one.

These are almost two sections of land all come to a weir that's down here in the corner, and that which connects to the adjunct slough. There are two branches of the Slough. One, the North Branch goes underneath Ben Hill, which is a bridge there, right above that University village, and again, works its way towards I-75 toward the bridges. The second branch goes inside the slough and inside the FGCU and the commercial area and goes into a channel dish that's on the north side of Grande. There are two culverts that cross under Ben Hill Griffin and at that point, continues along the north side and then there is the overpass, they brought that over the north side, again it comes in there and I-75. The overpass. They brought that over the north side again. It comes in there at I 75. So everything inside Miramar eventually comes to this church like there's bridges. I 75. Now, for basins one, two and three, not a big deal. I 75 because the swales are usually fairly dry, you dont get a lot of water staging in there, but with basins five and six, this is all hydraulically connected to the Slough. This slough takes all the land that is to the east. So everything that is short south of the Alico and North of Corkscrew, that's part of the Estero River Basin comes through this location. So when you are wondering why when you are playing golf and the lakes over here are one elevation and the lakes over here are different elevation, part of that is not just because the way the system is set up. It is because this water here, before it leaves, it's all dependent on the elevation in the slough, so if the slough is high, there's no place for the water inside the lakes to go. So

95 right now, driving through looks like sites are pretty high, a lot higher than what I would think. I'm sure if  
96 I drive over to that weir, there's going to be six inches to a foot or more of water moving over that weir.

97

98 Mr. Weber: They're actually two feet lower than it were.

99

100 Mr. Krebs: Really? But that's what it is. Everything that is controlling is the Slough. And if the slough is  
101 high, then no, there's no place for the water. And if you look on the larger area, goes to some residential  
102 areas for us, just out and West, maybe it's way towards Estero Bay. The village of the Estero is working  
103 on trying to improve the capacity of the North Branch. But again, it's all inside residential communities.  
104 Some of it, at times, is narrower. So it's not even 15 or 20 feet wide, and it's overgrown. So they've looked  
105 at that. And even when the county was involved, were incorporated, they did a report about trying to  
106 improve drainage out here, but it's all mostly private hands or part of other South Florida permits. So it's  
107 something that just can't happen. So as more development, how it happens to the east, you're going to  
108 see more impact to, you know, water elevations in the slough, which, again, has an impact on how and if  
109 the lakes are high, then you get a heavy storm. It comes in. There's no place for that wall to go across  
110 these internal lakes, because all these internal lakes provide the water quality before it is a recreational  
111 lake. So these lakes have to get to an elevation that are higher than the recreational lakes before you're  
112 going to really see that water start to move and the roadways. I'm not sure how much more, but the way  
113 south Florida does their design storms, they have a five year 25 year and 100 year design storm, the five  
114 year is five inches of rain or more in 24 hours. When we do that in the modeling down, our road elevations  
115 around that usually give a little bit, but South Florida is not going to give us too much because of safety  
116 factor on that, but so we try to bump it up a little. But that sets the road elevations, the 25 year elevation,  
117 which sets the minimum berm elevation that goes around. That is around 10 to 11 inches in three days.  
118 Then if you get more rain than that, and the system becomes full, it's supposed to be able to go over your  
119 berms and not impact your homes. And then the homes are set at what is 100 year three day, which is  
120 around 12 to 15, depending on where you are. What they do is, when we do that, we consider that the  
121 whole project has glass walls, so there's no water leaving the site whatsoever. So you take that depth of  
122 water, you drop it on the siding and that sets a minimum. Now, FEMA does the study, and they've done  
123 that down this location over here as well, and their study comes back a little higher. Then we have to go  
124 with that. So you go with the most critical elevation. If our model is higher than FEMA, it's our model. If  
125 their model is higher than ours, we go with that, so that way, your homes are always at the highest level.

126

127 Again, it's just kind of a real quick overlay. And when you get water in your roadways, it's one of two things  
128 that happens. You either have the lakes are too high to begin with, and we get five inches or more in 24  
129 hours. So now you're getting water in the roads, and the roads are part of our storage. So between your  
130 five year and your 25 year, your roads are intended to flood. They're intended to hold that water until  
131 such time as the downstream allows them to go and work across the river. So your lakes are too high. We  
132 got more than five and a half inches 24 hours. Or you've got a plug somewhere that we need to go back  
133 and look at. But when the lakes are high everywhere, it's kind of hard to determine that you've got  
134 blockage, because you just can't see the water moving from one basin to another. Or it's everything is just  
135 equal across it. So it's, it's not necessarily that a pipes block. If this lake is high and all these other lakes  
136 that are connected to are going to be high as well. Just so you know, all of these lakes right now that are  
137 on the main basis five and six. The outcall for them is right here, north of the entrance coming in, there  
138 are two culverts that cross underneath. There's a control structure in this litte lake. They come underneath  
139 the beach and jump into the recreation lake. We have planned for, and I have not seen the plans for this  
140 community, but when we developed the road and the entrance going forward, we had put the junction  
141 box here, and were working with the original engineer, which was Banks, I think,

142

143 so that could go into this lake, and we could get a Second out fall to the recreation lake. So I don't know.  
144 I haven't seen the plans. I don't know if that's been incorporated or if that's gone to the wayside, but the  
145 idea being, if we have another outfall, if there was a block in some place down here, water could still go  
146 out. If you have two outfalls, there's no restriction on how fast the water can be.

147  
148 Mr. Weber: All right, I got a whole bunch of questions. Lets start with the biggest one first: The drainage  
149 of the lake.

150  
151 Like I said before we were up, I think over from where we are now, there's a way up over the weir that  
152 drains out, and it was to the point where lot of the streets are flooded and specific spots, but that's next  
153 that's the next issue. So my point being is that if hurricane Milton rolled through here, it dropped any  
154 amount of rain, like a foot of rain, which is what we usually do, we would have been in trouble because  
155 the lakes didn't start draining for a good week or two after you didn't even notice it going down to a week  
156 or two after the storm went by. Because, like you said, nothing's moving because there's so much  
157 downstream holding it up. So my concern is now you add more developments which is going to happen,  
158 no question about that. It's already is. And now the situation is going to become worse, far worse. And if  
159 we continue to get the climate that we're experiencing over the past couple of years, and we keep getting  
160 these hurricanes and a lot of rain in addition to I can definitely see that everything is going to be  
161 overflowing in Miromar. I don't know how you get around it. We were very close with that happening  
162 before Milton rolled in.

163  
164 I don't know how you get around it. We were very close to that happening before Milton rolled in.

165  
166 Mr. Ballinger: That was scary. I thought my house could get flooded because it was so high to begin with.  
167 We had RV range, and the rain from Ian was the kind like what he's talking about.

168  
169 Mr. Weber: The other thing I want to mention, we talked about this at this board meetings, and that is  
170 the areas of the streets that are flooding throughout Miromar. It's not like the whole street is flooding  
171 just certain spots are flooding. Originally the thought was that they needed to be cleaned out. However,  
172 when we went around and looked at them, they didn't need to be cleaned out. The issue is, in my mind,  
173 is an infrastructure issue. There are certain storm drains that are sitting lower than the others. And  
174 wherever that happens, the Lake fills up. Like we just said a minute ago, Lake fills up. It equals. Okay, in  
175 the storm drain and then from that point on, and storm drains are totally ineffective. They don't move, so  
176 the water starts piling up on the street, which is happening in multiple areas around Miromar, and my  
177 concern is that it's happening in designated areas because those storm drains are too low, and it got  
178 relatively deep. I mean, like I said, Bergamo, I mean, where the fountain is over there that was almost a  
179 foot deep, and that was before hurricane came along. So it sounds like, in my mind, they weren't built  
180 properly. I mean, they should be up a little higher, like the rest of them are throughout, you know,  
181 throughout Miromar.

182  
183 Mr. Krebs: We are above the minimum elevation.

184  
185 Mr. Weber: Well, some are higher than others.

186  
187 Mr. Krebs: Some of them are higher than others because of the grading that was required to do the  
188 roadway. So if we had a short section of the road depending on where it came in tying into Miromar Lakes  
189 Parkway or Lake Majori. You know, getting down to that, get down to that lower elevation, you just float  
190 the road a lot more than what we do in life. So just trying to keep a nice, comfortable slope on the road,



191 really dictates how low we can take those inlets. Comfortable slope on the road really dictates how low  
192 we could take those inlets. And again, we weren't lowering those inlets, because I've engineered most of  
193 this. We weren't trying to take those down as far as fill elevation. In fact, you know, Hole Montes came  
194 on board when Banks with the original engineer, because of Miromar at that time, determined something  
195 wasn't right with the elevations. So we kind of came up with, you know, maybe we need to raise these  
196 elevations, six inches to a foot in some places. When that came on, we were adding elevation to all  
197 because it was, you know, at our time back in 2001 or 2003 when we came in. We thought these elevations  
198 are too low, so this first phase, through to those were all done on the original permits. And since then,  
199 we've been trying to keep everything higher, just because we think the influence on the slough was going  
200 to be more of a negative impact. But that was still something where, if we were planning for it to be six  
201 inches higher, you know, some of the inlets because of the grading that we had to do. Maybe inlets that  
202 are in the back of some of these communities are foot higher just because of how we had to transition  
203 from the end of a cul de sac and the first set of inlets and then coming back. So you're going to see  
204 discrepancies where the inlets are only because of the design of the road. Either would let us get down to  
205 what we established as a little relation.

206

207 Mr. Weber: Okay, so what you're saying then is that there's no fix to the issue

208

209 Mr. Krebs: Right, because you can't raise the inlets because you can't you have to redo the road and raising  
210 the road, and then puts more straining on the transition to the homes. And you might actually kind of  
211 home somewhere that could be lower than the road, which is what we don't want.

212

213 Mr. Weber: Well, the issue is, one of the issues is that when the water started piling up the streets, in fact,  
214 it was deep enough that I walked over by Bergamo and pulled a fish off the street. It was swimming around  
215 on the street. But anyway, a lot of people are calling concerned about the house being flooded, and I think  
216 Erin Dougherty can talk to that better than anybody cause I think he got more phone calls. We need to  
217 be able to communicate with people as far as how the system works, and so they don't get all excited and  
218 think their house is going to be gone when they've done it rains. What would be helpful is if we can actually  
219 see the streams on the map that are draining the water off where they're going, because then you can  
220 see what neighborhoods are they going through, how far are they going. That shows a good picture to the  
221 community as to how this thing is set up and why it's not draining out so fast, and why is piling up so

222

223 fast.

224

225 Mr. Krebs: Like I said, everything that is east of Ben Hill is going into these internal lakes for it before they  
226 can discharge out into the recreation. And they all of these lakes that are over here, they go through this  
227 location. So, Isla Bella has its own outfall that goes through this little channel. Everything, this is what we  
228 call Mediterranean Village when it first came in. So it's Ana Capri and Castelli, Mirasol, Capri, Bellemare, I  
229 cant remember what that name was, but they all have an outfall that comes right through here, and then  
230 the lower peninsula that all comes to that light there and so it's broken up. But ultimately everything is  
231 dependent on the elevation light. So if you're seeing standing water elsewhere, you're going to start  
232 seeing standing water very close to it in the other community as well. And it's all controlled by the  
233 elevation Lake, which is controlled by the water elevation.

234

235 Mr. Weber: And that's the main issue right there,

236

237 Mr. Krebs: Right and that's what my understanding is. The village is looking at trying to work on improving  
238 capacity and the flow of the North Branch.

239 Mr. Weber: Hopefully they do that long before development begins.

240

241 Mr. Krebs: Even though you are seeing water in the roads, there's a big elevation difference between  
242 where the inlets are and where some of these homes are. Some of these homes are like 23 and 24 those  
243 inlets are down at like 21 and before it's going to get to their home, you're going to have water that's  
244 going out both your entrances, because these are considered lower than the home elevations you're going  
245 to see. You know that water can come across into the North Road. Going to see water spilling into the  
246 roadways way before it gets into any of the homes, just because, again, that's the way it's designed,  
247 between that 25 year elevation, which is generally where we have your the high part of the entrance, so  
248 that we meet South Florida's rule, okay? And 100 year elevation, that's like a foot or more difference. And  
249 in this case, because we raised everything up, we built them up, we kept the homes high too.

250

251 Mr. Weber: It's good to know, because as you're watching the water rise, you know, we're just saying, just  
252 start to wonder, okay, I'm not gonna have to get on my boat to get out of here.

253

254 Mr. Krebs: I don't know how everybody lived here before the lake connection was made, and this was its  
255 own separate basin, which I think was around 2002 or 2003 there was a big concern, because of the Mine  
256 activities, they had to retain all of their water. There was no discharge whatsoever. And it got to a point  
257 where the top of the water was equal to the top of the berm, which is two or three feet higher than the  
258 adjacent roads. And if that over topped, you were looking at having, you know, kind of like a dam burst,  
259 all that water was going to come flooding in. I can remember Mike Elgin, you know, working with the Mine  
260 and trying to come in here and add height, because that was just a very rainy year, and there was no way  
261 for that water to go. And we actually got permitted, and I don't think it's in there anymore, but because  
262 of that, before we did the Lake connection, we permitted an overflow structure in the corner of that Lake,  
263 so that if ever got to a certain elevation, there would be some way for that water leak because of the  
264 proximity of all investments. Then a year or two later, we made the Lake connection, and all that became  
265 new, but there was for a year or so some concern about what would happen if that Mine Lake ever broke  
266 through.

267

268 Mr. Ballinger: Sounds like there's been a lot of planning for the community and its working like it should.  
269 But where that weir is over there, across the weir. That elevation, it looks like it should have been designed  
270 to where the weir water that comes up, then goes over and go out. I understand that is not happening.  
271 Is there any talk about that downstream low, where the system seems to not be working like its supposed  
272 to?

273

274 Mr. Weber: Doug that's what you're just saying, that at the village of Estero is working on the downstream  
275 issue there. However, there's a lot of private property in there that they don't have control over.

276

277 Mr. Krebs: If you remember, I think three or four years ago, we talked about Lee County in response to  
278 live in Irma was looking drainage improvements out here as well, because they are aware that when Irma  
279 came through some areas, and one of the things they were looking at is improving the flow through the  
280 wetland, slow and how they were going to do that weren't quite sure, because it's all conservation, which  
281 means they have to go in there and mitigate what other impacts are. Again, it's all owned by different  
282 entities, some of its owned by the CDD, some of the FGCU developer. And even though they need to come  
283 in here and want to make improvements, you know, all that land is generally tied to a South Florida permit.  
284 So you're going to impact that, you got to impact the permit. And you know, the municipalities know  
285 there's some things that need to be done, and I think they're looking and planning for it, but I think, you  
286 know, putting that into action is because of the rules and regulations. It's very COVID, so it takes a long

287 time for them to get a plan in motion and then contact the individual property owners to get them to sign  
288 on. Yeah, on development, yeah, just like a year ago the state came out with a new rules, which made our  
289 job more difficult. So state, in order to try to improve the water quality in Estero Bay and address Red  
290 Tide, they throw more treatment quality on the different developments, and that just makes everything  
291 more difficult

292  
293 Mr. Ballinger: Should we be talking more with Estero village to about it? It is time that this is addressed.

294  
295 Mr. Krebs: I did reach out to David Rollins. He's the public works director for the village. I know they're  
296 planning on it. I don't remember if it gave me a date and time, but they are looking at trying to do  
297 something in there. With anything even once they hire their consultants, and once they come in and  
298 make a plan, you know, it gets Board approval and they have to go get, like, the rights from everybody in  
299 order to improve. It just takes time. So the village is working on it, but I couldn't tell you if they're going  
300 to have it addressed in one year or five years. As you're saying, because of the rain that happened this  
301 summer. And we had a lot of rain this summer, far more than we had last summer. So we're kind of in  
302 that one year we have none. One year we have plenty. Next year, by the average, everything is controlled  
303 by the Slough and the slough pumps everything down to I 75 from there, to the North Branch.

304  
305 Ms. Mary Lefevre: In all these years, what was it in almost 20 years here, has there been a house to the  
306 flood.

307  
308 Mr. Krebs: Not that I am aware of. Usually in an average year. I'm going to give you elevations that are  
309 based on completely different data than if you pulled release of permanent but originally this was all  
310 permanent under an NGB 29 elevation data. So control for this big lake, the main water elevation is 18.  
311 And in the summertime, for it to go up and around 20 was one, for it to go up to 21 whenever we got a  
312 heavy storm coming in, that was one go up to 21 and within a week, it was back down at 20. So between,  
313 you know, August and September, October, for that lake to hang around 20 was completely normal for  
314 the 20 years that we've been out here. It was not unusual.

315  
316 Mr. Weber: When you reported last month that the water was so many feet or the overflow. Didn't you  
317 say it was 24 feet.

318  
319 Mr. Richard Freeman: No, it wasn't 24 feet. So typically, it showed roughly about 28 inches. It was covered.  
320 It was over 32 inches. So it was back flowing into the system.

321  
322 Mr.> Krebs: And that's what you're going to get. If ever all these offside lands are draining towards the  
323 Slough, and they'll all get bottled land right here, water in the flu is going to stack up, and there's nothing  
324 restricting that water to come back into here, right and we've talked to South Florida early on, originally,  
325 when we were combining the lakes, so that there would be the ability for the slew the pump in, and the  
326 communities would have the ability to pump at a consistent rate and keep the lakes under control. And  
327 South Florida would not entertain we looked at doing an operable Weir, meaning we could go in there  
328 and you can raise it or adjust it. Weren't interested in that either, because anything that can be adjusted  
329 can be used. So the water is supposed to leave, you could raise it up to stop water from leaving and water  
330 coming in. You could raise up water from coming in. So if you go out there, it's like 120 foot long concrete  
331 rear that controls those two Lake elevations that go out into the slough and water can go across the  
332 direction.

333

334 Mr. Weber: Yeah, well, considering, I mean, I don't know how many different parcels of property alone  
335 that drainage is private, what sounds like a major undertaking to get the cooperation of all the different  
336 entities and all the different landowners to actually start the process of improving the flow of the water.  
337

338 Mr. Krebs: I believe all landowners will be happy to join in, because they all have an interest in making  
339 sure flows through there quickly, but you're still dealing with how many different permits and any impacts  
340 you do into any of the lands in there, even if all you're doing is regrading it, putting that's an impact that  
341 needs to be mitigated, and the only way to mitigate that is either to buy other land that hasn't been  
342 improved and approve it, or to buy land within a mitigation bank and pay for it. And that's just an added  
343 cost.  
344

345 Mr. Reidy: talking about lakes Number four, maybe five. It has five lakes?  
346

347 Mr. Krebs: Yeah. So originally this was basin six, and this was basin five. And just so you know, this area  
348 down here, this is basically undeveloped right now, and it would have its own out fall as well as that side.  
349 So, like I said, we when these two lakes were defined, they had a control elevation and design elevation.  
350 This lake here that's in Costa Majori, this lake goes through the roadway into this lake that ties into the  
351 lake of Sienna, and then works its way to the Golf Course Lake. Then those four Bellini and Volterra, they  
352 go into their internal aid, across underneath the road, and then across through Sienna again, work their  
353 way through the golf course, and the club does the same thing. Their outfall goes to within Miramar lakes  
354 Parkway, which then works so these areas, this is all one kind of drainage basin. This is another drainage  
355 basin, and then again. So the biggest one is everything over here kind of connected with the golf course.  
356 So if you wanted to play for water from any of these lakes over here into the recreation Lake, unless  
357 there's a restriction that's stopping the water from flowing, that water is just going to come back in the  
358 control structure, and it's going to keep it at the same elevation. So the only way to stop it would be you  
359 have to block that control structure and then pump it into the recreational lake. We're talking about a lot  
360 of water pressure pushing on that, and it's going to find a way to get back into those lakes, either through  
361 the groundwater or, you know, flowing through, making a break in a pipe. It's going to want to go where  
362 there's no water. Which is kind of why we wanted to have a second out fall up there, just if there was a  
363 restriction, if there was something, pipes do break animals do get in there and clog them up. Had a gator  
364 in one at gateway. So having a second option was covered for  
365

366 Mr. Weber: Can you, clarify for me, what some of these definitions are , the different colors. I mean this  
367 one and so one says it's lake and easement owned by the neighborhood HOA . One says it's Lake and  
368 easement owned by the neighborhood CDD.  
369

370 Mr. Krebs: For instance, this is stuff where the developer, because they're still building houses, because  
371 they have this area that's under construction, these full coves haven't been turned over for the roadway  
372 drainage and, so those haven't been turned over, just because the developer still has construction. This  
373 area here, this lake, was turned over to the Master Association when the plot was recorded, and it was  
374 just never done because we were waiting for the houses to get done. Kind of what happened down here  
375 in phase one, we took it over early. And then when the homeowners were going through, I think Bruce  
376 was out there every year in the pipes and the inlets so we thought, well, for two, wait till the homes get  
377 done, and that way the maintenance of those inlets is still with the developer. And then if they have to  
378 clean them out, they can clean them out. And then we'll take it over when it's done. So this these yellow  
379 areas and like this area over here, Ravenna, that's all, tied to Ravenna. And you know, we made a comment  
380 to the HOA attorney when they were going to do the turnover from the developer to the HOA, they should  
381 plan on giving all the Drainage to the CBD. That didn't happen

382

383 Mr. Weber: Yeah it did, three months ago.

384

385 Mr. Krebs: But that was, you know, 10 years later, when we were doing this originally for the developer,  
386 because I was the engineer for this developers, right when it was going from October, from developer to  
387 the Ravenna Hoa, we made a comment to their attorney who was writing all the association documents  
388 that they should have something in there that turns those lakes, pipes and everything over to the CPE,  
389 and they didn't do it. That's why we had to go through that. This is an outdated method. When I looked  
390 at this. This is still not showing up on the property appraiser's website. So all of this is based on the  
391 designation of the property appraisers website. Our attorney was supposed to submit it to so and they  
392 started Cori slow, but these are all done by easement. It's not peace, so he's Charlie's never going to see  
393 it on the property appraisers website, because they're it's still owned by Ravenna, but we have an  
394 easement over it, so it's going to have that same magnets on the phone. And that's something where I  
395 can create another where the CD has the maintenance rights, but it's owned by someone else. That's just  
396 another color. So when we record the plats over here, you have a lake maintenance easement. So when I  
397 say the lake and easement, when we get the lake, we're going to have to get the lake maintenance  
398 easement as well. That's all that. It's just kind of a note that we don't have the maintenance easement  
399 and we don't have the lake. So yes, I mean truly that one could, I could put a hatch on that and say we  
400 don't want the land, but we have to make the i

401

402 ce quite a bit of red here. I mean down around in here, that means that the Meri, Meri development  
403 hasn't turned over to the HOA or the CDD,

404

405 Mr. Krebs: This goes back to Jerry Warri. Jerry hated platting. Never thought you got anything. In fact, I  
406 got an email from Mark Geschwendt's paralegal about if you go and click on this strap number, there's  
407 other areas inside there that get highlighted as well, because what happened was, years ago, you didn't  
408 need to Plat something in order to develop it if it was 10 acres or greater and it was part of our track. You  
409 can develop that and not do it through a Plat or a Subdivision. You just developed it, but what it creates  
410 are all these little sniglet parcels that fell outside of your development area, that were part of a large  
411 parcel, that never have been addressed. And I think the way to address these is I have to respond to  
412 Joanne, and you are probably going to have to do a Lot split. Basically, we'll take whatever the leftover  
413 areas are that are still applied this one strap number, and create however many different parcels, because  
414 they're not developable. It should be done through a lot split, and that way, if you know, the Lake can be  
415 turned over to the CDD and this little green area that can be turned over to the HOA, and it just takes this  
416 oblong parcel of many tentacles and chops away at it to give it to where it needs to be. But that's why  
417 that's you see all these reds down here,

418

419 The discussion continued regarding appropriate Lake Levels; during dry and rainy seasons, a Verbatim  
420 copy of which will be provided to the board prior to the meeting.

421

**422 FIFTH ORDER OF BUSINESS****Resolution 2025-1**

423

424 **Consideration of Resolution 2025-1, a Resolution of the Board of Supervisors accepting certain Fee**  
425 **Simple and Easement Conveyances relating to certain Lakes known as Tract O-5 together with related**  
426 **Stormwater Improvements in the subdivision known as Miromar Lakes Unit XVII – Costa Maggiore Plat**  
427 **– Phase I And Tract O-7 together with related Stormwater Improvements in the subdivision known as**  
428 **Miromar Lakes Unit XX – Costa Maggiore Plat – Phase 3; Authorizing the Chairman (or the Vice Chairman**

429 in the Chairman’s absence) to execute such conveyance documents to the extent necessary to carry out  
430 this Resolution; Providing for severability; Providing for conflicts; and providing for an effective date.  
431

432 **On MOTION made by Alan Refkin, seconded by Mary Lefevre, and with**  
433 **all in favor, Resolution 2025-1 was approved, , and the Chair was**  
434 **authorized to sign.**

435  
436

437 **FIFTH ORDER OF BUSINESS**

**Resolution 2025-2**

438

439 **Consideration of Resolution 2025-2, a Resolution of the Board of Supervisors of the Miromar Lakes**  
440 **Community Development District amending the Fiscal Year 2025 Budget which began on October 1,**  
441 **2024, and ends on September 30, 2025; providing a severability clause; providing for conflict and**  
442 **providing an effective date.**  
443

444 **On MOTION made by Mike Weber, seconded by Doug Ballinger, and**  
445 **with all in favor, Resolution 2025-2 was approved, , and the Chair was**  
446 **authorized to sign.**

447  
448

449 **SIXTH ORDER OF BUSINESS**

**Staff Reports**

450

451 **I. District Attorney**

452

453 Meagan Magaldi: gave a reminder to the board to do their ethics training for 2024.  
454

455 **II. District Engineer**

456

457 No report.  
458

459 **III. Asset Manager**

460

461 **a) Operations Report November 1, 2024**

462

463 Richard Freeman:  
464

465 **IV. District Manager**

466

467 **a) Financial Statement for period ending September 30, 2024 (unaudited)**

468

468 **b) Financial Statement for period ending October 31, 2024 (unaudited)**

469

470

471 **SEVENTH ORDER OF BUSINESS**

**Supervisor’s Requests**

472

473 Mr. Ward asked if there were any Supervisor’s requests.  
474  
475

476 **EIGHTH ORDER OF BUSINESS** **Public Comments**

477

478 Mr. Ward asked if there were any audience comments or questions; there were none.

479

480

481 **NINETH EIGHTH ORDER OF BUSINESS** **Announcement of Next Meeting**

482

483 **Announcement of Next Meeting – December 14, 2024**

484

485

486 **TENTH ORDER OF BUSINESS** **Adjournment**

487

488 Mr. Ward adjourned the meeting at approximately 3:02 p.m.

489

490 **On MOTION made by Alan Refkin, seconded by Mary LeFevre, and with**  
491 **all in favor, the meeting was adjourned.**

492

493

494 Miromar Lakes Community Development District

495

496

497

498

499 \_\_\_\_\_  
James P. Ward, Secretary

\_\_\_\_\_   
Alan Refkin, Chairman

**MIROMAR LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

**Monthly Asset Manager's Report  
November 2024**

Prepared For:

James Ward  
District Manager

Prepared By:



Calvin, Giordano & Associates, Inc.

---

**A SAFEbuilt® COMPANY**

CGA Project No. 13-5692  
December 1, 2024



**MIROMAR LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

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**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**

1. Lake Maintenance
2. Landscaping – Retention Area and Vegetative Buffer
3. Fishery
4. Storm System Management
5. Cane Toad Program
6. Corrective Actions

## ***1. Lake Maintenance***

- Lake 6D aeration system hasn't been operation properly recently and that is due to the cabinet where the motor and other operating parts are located had been submerged due to the recent storm activity. Causing rusting and corrosion, new cabinets have been ordered.
- Lakes 1A, 6B/6C and 6G are all receiving new motors due to aging of the equipment, and not performing properly.
- Torpedo Grass, Thalia, alligator weed, bacopa, water sprite and other invasive weeds were treated this month in lakes #1A, 1B, 1C, 2A, 3A, 3B, 3C, 6A, 6G, 6k, 6L, 6M, 6N, 6O, 6P, preserve side (Esplanade border) of lake 5/6 and the canal between Vivaldi and Isola Bella peninsula.
- Surface algae was treated successfully in lake #6L. Planktonic algae was treated in 6R. Lake dye was added to both these lakes for algae control and to improve aesthetics.
- Submerged aquatic vegetation (Southern Naiad/Hydrilla) was treated in the canal between Vivaldi and the Isola Bella peninsula. Treatment will be monitored to determine effectiveness. Follow up treatment may be needed.
- Water levels were still above average for this time of year.
- New cabinets were ordered for lakes 6D and 6E, which are rusted and been submerged due to recent hurricane activity. Lakes 1A, 6B/6C, and 6G are all receiving new motors due to aging and not performing properly.



*Rip Rap repair completed after hurricane Milton*



*Cabinet on lake 6D*



*Landscape retention area that has dried up and needs required enhancements*

## **2. Landscaping - Retention Area and Vegetative Buffer**

- With heavy rainfall and Hurricane Milton from the previous month, the areas have dried up from not having as much rainfall.
- Wetland areas on Isola Bella bridge have been well maintained thus far. During frequent site visits during the month, there has been no debris, or overgrowth in any of the vegetation. Asset Manager will visit more frequently after Hurricane Milton to make sure everything is in proper standing.
- Retention areas in Lugano, south of Verona Lago Dr, and south of Visconti Cir are being maintained properly. Frequent site visits have shown no debris lingering in the area. The areas were trimmed this month to keep from overgrowth.

## **3. Fishery**

- Asset manager is working on procuring proposal from various vendors. The first is for Grass Carp. The vendor have modeled out the existing Grass Carp population to be approximately 470 carp in the lake currently. Based on the November vegetation growth, the vegetation has expanded at least 20-30 acres in the past few months. Based on this new growth/expansion data, the vendor strongly encourage stocking another 300, 12-14 inch Grass Carp, bringing the population up to approximately 770. This is still a conservative number Grass Carp based on the existing vegetation growth (less than 7 carp per vegetative acre) and does not risk overstocking/eradicating all vegetation, yet should help to slow the vegetation growth/expansion.
- The second thing that will be formally proposed this week from the vendor is a plan to better

map the vegetation growth (as outlined in last month's update). Having a better idea on vegetation growth and the changes will be critical to making correct/accurate decisions. Vegetation currently growing in water greater than six feet deep is hard monitor/stay ahead of. The goal is to map the vegetation asap and use that data to inform the remaining fiscal years Fisheries/Lake Management budget.

- Vegetation Management Update: The vendor is working to treat or remove a fair amount of aquatic vegetation in the month of December. This will help hold back some of the vegetation growth/expansion, but overall, the growth is greater than desired and runs the risk of continuing to expand, which is the primary reason why to stock additional Grass Carp.

#### **4. Storm System Management**

- Due to this year's recent and very active hurricane season, Miramar Lakes community saw an extreme amount of rain and wind activity. This prompted the CDD to move forward with a proactive approach and inspect all inlets, drainage pipes, and outfalls throughout the CDD owned and maintained drainage system to determine the systems overall condition. See attached map and inspection report for reference. It is recommended to inspect and clean system inlets and pipes at least every 3 years. Our previous program was designed to clean and inspect the drainage system in 3 phases to allow us to comply with the 3-year recommendation with a constant annual budget. Three hurricane events in one year has impacted the existing drainage system leaving significant sediment in the pipes and inlet structures. The average rainfall for Lee County is 53", and as of November 17<sup>th</sup>, we have already experienced over 61" during only the months of July through November. This has caused the system to be over-worked. We are recommending a system wide initial cleaning to address a majority of the outstanding maintenance issues. In addition to the cleaning, we are also recommending additional inspection and maintenance to keep the system functioning as originally permitted.

#### **5. Cane Toad Program**

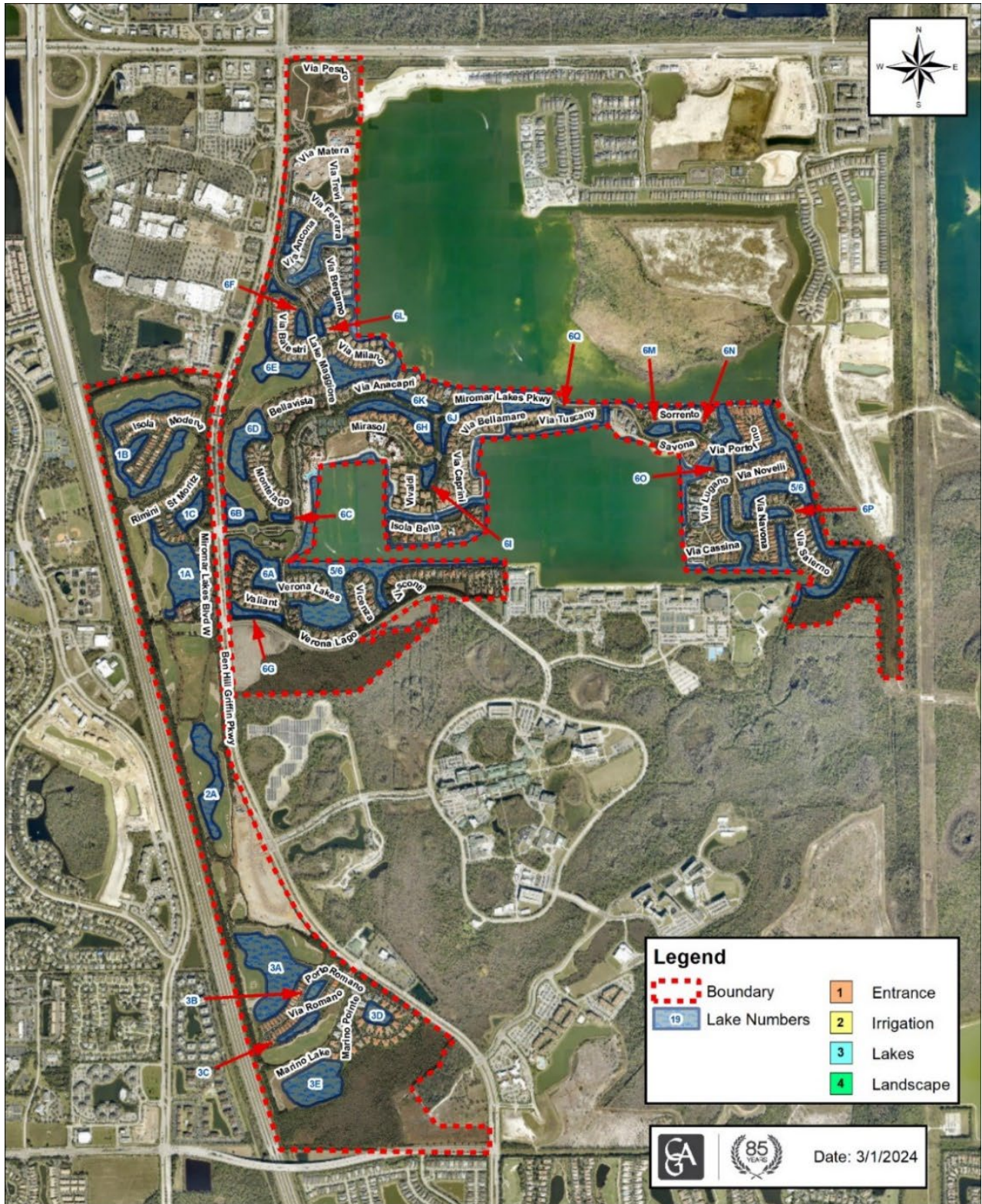
- There has been a significant drop in numbers towards the end of the month and will continue with temps dropping below 60s. Traps were fairly successful since they are packing in to avoid the cold. 193 removed this month.
- 11/1 - 5 hours - Bellini Lake 6L - Many tadpoles and small toads removed. 32 removed from traps.
- 11/7- 4 hours - Bella Mare Lake 6J - baby toads sprayed.
- 11/8 - 4 Hours - Lakes 6k Castelli & 6H Montebello - baby toad removal. Removed a few adult males. 49 removed from traps this week.
- 11/14- 3 Hours - Lakes 6k Castelli & 6H Montebello - Tadpoles and baby toad removal.
- 11/15 - 4 Hours - Lakes 6F & 6E Siena - small toads sprayed and late-stage tadpole removal. 61 toads removed in traps

- 11/21- 3 Hours - Lake 6b main gate (owner had me remove a toad from a bucket & Lake 6C Montelago - late-stage tadpoles removed. Most dying from cold. Baby toads sprayed.
- 11/22 - 4 hours - Lake Bellini - Adult toads removed from roadside bushes. 51 removed from trap boxes this week.
- Tad pole/baby toad removal and larvae- tadpoles/larvae present will be skimmed and removed. Once skimmed, baby toads will be sprayed with all-natural solution and removed.

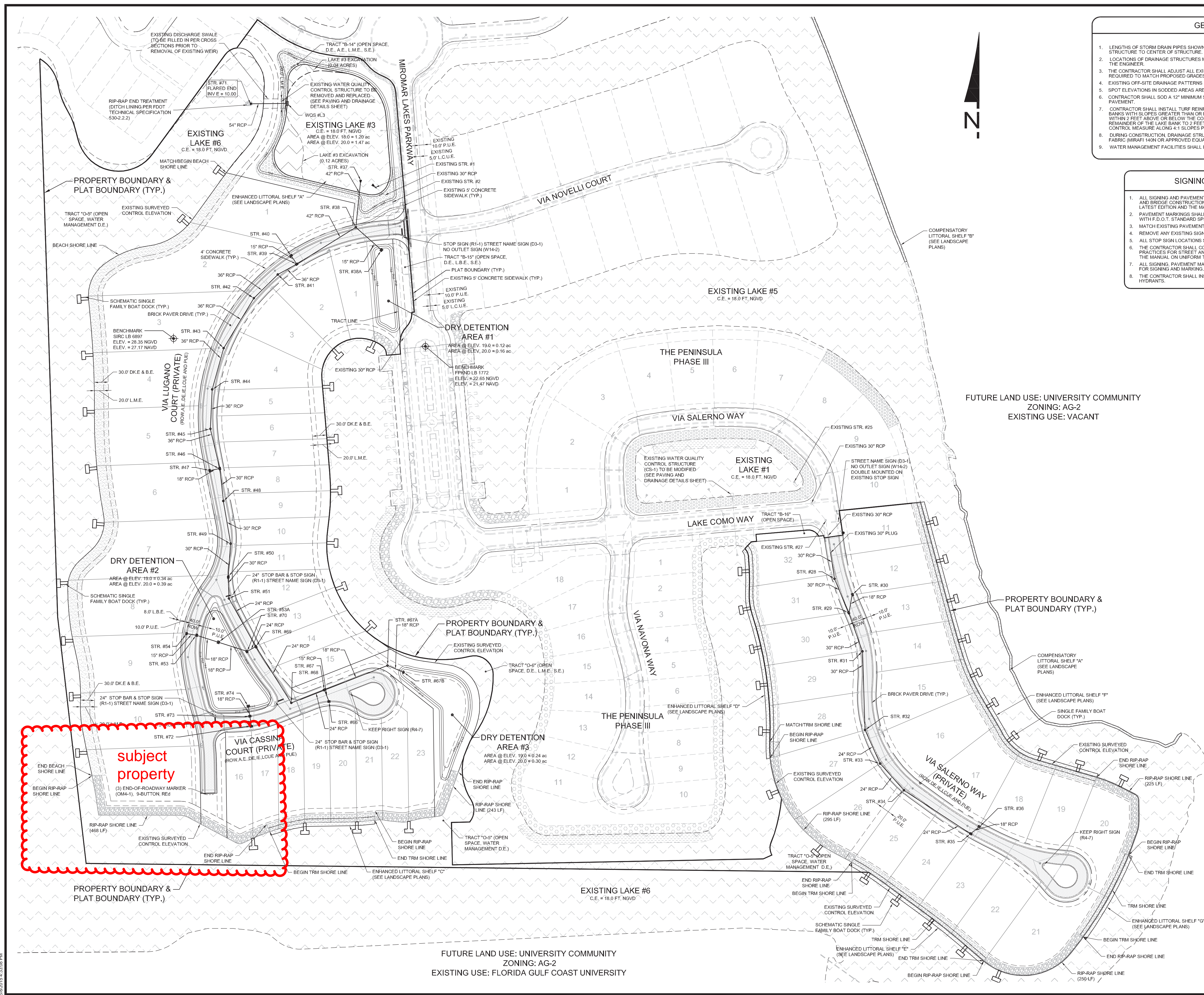
#### **6. Corrective Actions**

- Spike rush, grasses, and other invasive weeds are routinely observed along lake shorelines and within littoral areas. Although aquatic vendor has been administering treatment regularly, overgrowth needs to continue to be properly managed.
- Washouts near FGCU, Asset Manager spoke with engineer, working on plans for repair options.
- Water levels will begin to subside, Asset Manager will have extra attention to lake banks to check for erosion and wash outs as they can become more visible.
- Asset Manager seeking a proposal for the FY25 lake bank restoration.
- The asset manager had notice apple snail eggs along the boating docks and will notify aquatic vendor to spray them.

### III. LOCATION MAP



Miromar Lakes CDD - Engineer's Report Asset Map



- ### GENERAL DRAINAGE NOTES
1. LENGTHS OF STORM DRAIN PIPES SHOWN ON THE PLANS ARE APPROXIMATE AND HAVE BEEN MEASURED FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
  2. LOCATIONS OF DRAINAGE STRUCTURES MAY BE FIELD ADJUSTED TO PRESERVE EXISTING VEGETATION AS APPROVED BY THE ENGINEER.
  3. THE CONTRACTOR SHALL ADJUST ALL EXISTING AND PROPOSED VALVE BOXES, MANHOLE RIMS, GRATES, ETC. AS REQUIRED TO MATCH PROPOSED GRADES.
  4. EXISTING OFF-SITE DRAINAGE PATTERNS SHALL BE MAINTAINED DURING CONSTRUCTION.
  5. SPOT ELEVATIONS IN SOILED AREAS ARE AT TOP OF SOIL. CONTRACTOR SHALL ADJUST GRADING FOR SOIL THICKNESS.
  6. CONTRACTOR SHALL SOD A 12" MINIMUM STRIP BEHIND ALL CONCRETE CURBS AND VALLEY GUTTERS AND AT EDGES OF PAVEMENT.
  7. CONTRACTOR SHALL INSTALL TURF REINFORCEMENT MAT (TRM) WITH ENHANCED HERBACEOUS PLANTINGS ALONG LAKE BANKS WITH SLOPES GREATER THAN OR EQUAL TO 4:1 (H:V). THE TRM AND PLANTS SHALL EXTEND ALONG 4:1 SLOPES WITHIN 2 FEET ABOVE OR BELOW THE CONTROL ELEVATION. SOD SHALL BE ESTABLISHED AND MAINTAINED ALONG THE REMAINDER OF THE LAKE BANK TO 3 FEET BELOW THE CONTROL ELEVATION AND MAY BE USED AS A TEMPORARY EROSION CONTROL MEASURE ALONG 4:1 SLOPES PRIOR TO FINAL ALIGNMENT OF TRMS AND PLANTINGS.
  8. DURING CONSTRUCTION, DRAINAGE STRUCTURE OPENINGS, WHERE APPROPRIATE, SHALL BE COVERED WITH FILTER FABRIC (MIRAP 140M OR APPROVED EQUAL) TO PREVENT DEBRIS AND SEDIMENT FROM ENTERING.
  9. WATER MANAGEMENT FACILITIES SHALL BE OWNED AND MAINTAINED BY THE PROPERTY OWNERS ASSOCIATION.

- ### SIGNING AND PAVEMENT MARKING NOTES
1. ALL SIGNING AND PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE F.D.O.T. STANDARDS FOR ROAD AND BRIDGE CONSTRUCTION, LATEST EDITION, THE F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS, LATEST EDITION AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
  2. PAVEMENT MARKINGS SHALL BE PERMANENT REFLECTIVE TRAFFIC PAINT WITH GLASS BEADS IN ACCORDANCE WITH F.D.O.T. STANDARD SPECIFICATIONS SECTION 710.
  3. MATCH EXISTING PAVEMENT MARKINGS AT EXISTING ROADS.
  4. REMOVE ANY EXISTING SIGNS OR PAVEMENT MARKINGS IN CONFLICT WITH THOSE SHOWN ON PLANS.
  5. ALL STOP SIGN LOCATIONS SHALL INCLUDE A 24" PAINTED WHITE STOP BAR UNLESS NOTED OTHERWISE.
  6. THE CONTRACTOR SHALL COMPLY WITH THE STATE OF FLORIDA MANUAL OF TRAFFIC CONTROL AND SAFE PRACTICES FOR STREET AND HIGHWAY CONSTRUCTION, MAINTENANCE, AND UTILITY OPERATIONS AND WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
  7. ALL SIGNING, PAVEMENT MARKINGS, STREET NAME SIGNS, ETC. ARE TO BE INCLUDED IN THE LUMP SUM PRICE FOR SIGNING AND MARKING.
  8. THE CONTRACTOR SHALL INSTALL BLUE/BLUE RPI'S IN THE CENTER OF THE LANE ADJACENT TO ALL FIRE HYDRANTS.

### PREVIOUSLY PERMITTED SURFACE WATER MANAGEMENT PARAMETERS PER PERMIT # 36-03568-P (APPLICATION # Z-12-004)

WATER MANAGEMENT CRITERIA	(EXISTING) BASIN 6
CONTROL ELEVATION (FT-NGVD)	18.00
10-YR. 1-DAY PEAK STAGE (FT-NGVD)	19.10
25-YR. 3-DAY PEAK STAGE (FT-NGVD)	19.90
100-YR. 3-DAY PEAK STAGE (FT-NGVD)	20.70
MINIMUM ROAD CROWN ELEVATION (FT-NGVD)	20.00
MINIMUM FINISHED FLOOR ELEVATION (FT-NGVD)	22.00

FUTURE LAND USE: UNIVERSITY COMMUNITY  
ZONING: AG-2  
EXISTING USE: VACANT

### SIGNAGE LEGEND

SIDEWALK ENDS SIGN	18' x 18' (TYP.) END-OF-ROADWAY MARKER (OM4-1), 9-BUTTON, RED
MIROMAR LAKES PERM	STOP
VIA SALERNO WAY	30' x 30' STOP SIGN (R1-1) WITH 24" SOLID WHITE STOP BAR
VIA CASSINA CT	NO OUTLET (W14-2) (NO OUTLET SIGN)
NO OUTLET (W14-2) (NO OUTLET SIGN)	KEEP RIGHT ARROW (R4-7)

NOTES:  
DETAILS REFERENCED M.U.T.C.D. & F.D.O.T. DESIGN STANDARDS  
F.D.O.T. DESIGN STANDARDS  
INDEX # 304 - PUBLIC SIDEWALK CURB RAMPS  
INDEX # 11865 - SINGLE COLUMN GROUND SIGNS  
INDEX # 17346 - SPECIAL MARKING AREAS  
INDEX # 17349 - TRAFFIC CONTROLS FOR STREET TERMINATIONS  
M.U.T.C.D.  
SECTION 2B.05 - STOP SIGN (R1-1)  
SECTION 2B.06 - YIELD SIGN (R1-2)  
SECTION 2B.33 - KEEP RIGHT AND KEEP LEFT SIGNS (R4-7)  
SECTION 2D.38 - STREET NAME SIGN (D3-1)

# WALDROP ENGINEERING

CIVIL ENGINEERING & LAND DEVELOPMENT CONSULTANTS

28100 BONITA GRANDE DRIVE - SUITE 305 BONITA SPRINGS, FL 34135  
P: 239-405-7777 F: 239-405-7599 EMAIL: info@waldropengineering.com

## DEVELOPMENT ORDER AMENDMENT PLANS

# THE PENINSULA PHASE IV

## AT MIROMAR LAKES

CLIENT: MIROMAR LAKES, L.L.C.

### MASTER DRAINAGE & SIGNING & MARKING PLAN

PLAN REVISIONS

NO.	DATE	DESCRIPTION

SCALE IN FEET

0 50 100 200

FLORIDA CERTIFICATE OF AUTHORIZATION #636

JEREMY H. ARNOLD, P.E.  
FL 18038670.00001

SET NUMBER: 256-17-01  
SHEET: 4







# MIROMAR LAKES COMMUNITY DEVELOPMENT DISTRICT

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## FINANCIAL STATEMENTS - NOVEMBER 2024

FISCAL YEAR 2025 - UNAUDITED

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PREPARED BY:

JPWARD & ASSOCIATES, LLC, 2301 NORTHEAST 37<sup>TH</sup> STREET, FORT LAUDERDALE, FL 33308

T: 954-658-4900 E: [JimWard@JPWardAssociates.com](mailto:JimWard@JPWardAssociates.com)

*Miromar Lakes Community Development District*

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*JPWard & Associates, LLC*

2301 NORTHEAST 37 STREET  
FORT LAUDERDALE,  
FLORIDA 33308

**Miromar Lakes Community Development District**  
**Balance Sheet**  
**for the Period Ending November 30, 2024**

	Governmental Funds						Totals (Memorandum Only)
	Debt Service Funds			Account Groups			
	General Fund	Series 2015	Series 2022	General Long Term Debt	General Fixed Assets		
<b>Assets</b>							
<b>Cash and Investments</b>							
General Fund - Invested Cash	\$ 1,739,175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,739,175
Debt Service Fund							
Interest Account	-	-	-	-	-	-	-
Sinking Account	-	-	-	-	-	-	-
Reserve Account	-	452,250	-	-	-	-	452,250
Revenue	-	545,738	269,382	-	-	-	815,120
Prepayment Account	-	-	-	-	-	-	-
Escrow Fund Account	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Cost of Issuance	-	-	-	-	-	-	-
<b>Due from Other Funds</b>							
General Fund	-	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-	-
<b>Market Valuation Adjustments</b>							
Accrued Interest Receivable	-	-	-	-	-	-	-
Assessments Receivable	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-
Amount Available in Debt Service Funds	-	-	-	1,267,370	-	-	1,267,370
Amount to be Provided by Debt Service Funds	-	-	-	12,067,630	-	-	12,067,630
Investment in General Fixed Assets (net of depreciation)	-	-	-	-	33,642,529	-	33,642,529
<b>Total Assets</b>	<b>\$ 1,739,175</b>	<b>\$ 997,988</b>	<b>\$ 269,382</b>	<b>\$ 13,335,000</b>	<b>\$ 33,642,529</b>	<b>\$ -</b>	<b>\$ 49,984,074</b>

**Miromar Lakes Community Development District**  
**Balance Sheet**  
**for the Period Ending November 30, 2024**

	Governmental Funds						Totals (Memorandum Only)
	Debt Service Funds			Account Groups			
	General Fund	Series 2015	Series 2022	General Long Term Debt	General Fixed Assets		
<b>Liabilities</b>							
<b>Accounts Payable &amp; Payroll Liabilities</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Due to Other Funds</b>							
General Fund	-	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-	-
Other Developer	-	-	-	-	-	-	-
<b>Bonds Payable</b>							
Current Portion (Due within 12 months)							
Series 2015	-	-	-	535,000	-	535,000	535,000
Series 2022	-	-	-	650,000	-	650,000	650,000
Long Term							
Series 2015	-	-	-	7,095,000	-	7,095,000	7,095,000
Series 2022	-	-	-	5,055,000	-	5,055,000	5,055,000
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,335,000</b>	<b>\$ -</b>	<b>\$ 13,335,000</b>	<b>\$ 13,335,000</b>
<b>Fund Equity and Other Credits</b>							
<b>Investment in General Fixed Assets</b>	-	-	-	-	33,642,529	33,642,529	33,642,529
<b>Fund Balance</b>	-	-	-	-	-	-	-
<b>Restricted</b>							
<b>Beginning: October 1, 2024 (Unaudited)</b>	-	1,001,000	186,799	-	-	1,187,799	1,187,799
Results from Current Operations	-	(3,012)	82,583	-	-	79,571	79,571
<b>Unassigned</b>							
<b>Beginning: October 1, 2024 (Unaudited)</b>	1,565,410	-	-	-	-	-	-
<b>Allocation of Fund Balance</b>							
System-Wide Reserves	1,268,192	-	-	-	-	1,268,192	1,268,192
Reserve For First Three Months Operations	297,218	-	-	-	-	297,218	297,218
<b>Results of Current Operations</b>	173,765	-	-	-	-	173,765	173,765
<b>Total Fund Equity and Other Credits</b>	<b>\$ 1,739,175</b>	<b>\$ 997,988</b>	<b>\$ 269,382</b>	<b>\$ -</b>	<b>\$ 33,642,529</b>	<b>\$ 36,649,074</b>	<b>\$ 36,649,074</b>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<b>\$ 1,739,175</b>	<b>\$ 997,988</b>	<b>\$ 269,382</b>	<b>\$ 13,335,000</b>	<b>\$ 33,642,529</b>	<b>\$ 49,984,074</b>	<b>\$ 49,984,074</b>

Prepared by:

**JPWARD and Associates, LLC**

**Miromar Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2024**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
<b>Carryforward</b>	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest</b>					
Interest - General Checking	-	-	-	-	N/A
<b>Special Assessment Revenue</b>					
Special Assessments - On-Roll	2,361	187,148	189,509	1,004,886	19%
Special Assessments - Off-Roll	45,997	-	45,997	183,987	25%
<b>Miscellaneous Revenue</b>	-	-	-	-	N/A
<b>Easement Encroachments</b>	-	-	-	-	N/A
<b>Intragovernmental Transfer In</b>	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ 48,358</b>	<b>\$ 187,148</b>	<b>\$ 235,506</b>	<b>\$ 1,188,873</b>	<b>20%</b>
<b>Expenditures and Other Uses</b>					
<b>Legislative</b>					
Board of Supervisor's - Fees	1,000	1,000	2,000	12,000	17%
Board of Supervisor's - Taxes	77	77	153	918	17%
<b>Executive</b>					
Professional Management	3,675	3,675	7,350	44,100	17%
<b>Financial and Administrative</b>					
Audit Services	-	-	-	3,900	0%
Accounting Services	-	-	-	-	N/A
Assessment Roll Services	1,500	1,500	3,000	18,000	17%
Arbitrage	-	-	-	1,000	0%
Bond Re-amortization	-	-	-	-	N/A

**Miromar Lakes Community Development District  
General Fund  
Statement of Revenues, Expenditures and Changes in Fund Balance  
Through November 30, 2024**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Other Contractual Services</b>					
Legal Advertising	-	-	-	3,500	0%
Trustee Services	-	-	-	10,000	0%
Dissemination	-	-	-	-	N/A
Bond Amortization Schedules	-	-	-	-	N/A
Property Appraiser/Tax Collector Fees	-	-	-	1,300	0%
Bank Services	-	-	-	250	0%
<b>Travel and Per Diem</b>	-	-	-	-	N/A
<b>Communications &amp; Freight Services</b>					
Postage, Freight & Messenger	76	-	76	2,000	4%
<b>Insurance</b>	18,105	-	18,105	18,000	101%
<b>Printing &amp; Binding</b>	-	197	197	1,600	12%
<b>Website Maintenance</b>	-	-	-	600	0%
<b>Office Supplies</b>	-	-	-	-	N/A
<b>Subscription &amp; Memberships</b>	-	175	175	175	100%
<b>Legal Services</b>					
Legal - General Counsel	-	-	-	18,000	0%
Legal - Encroachments	-	-	-	-	N/A
<b>Other General Government Services</b>					
Engineering Services - General Services	-	3,689	3,689	8,000	46%
Asset Maps/Cost Estimates	-	-	-	-	N/A
Asset Administrative Services	-	-	-	12,500	0%
Reserve Analysis	-	-	-	-	N/A
Encroachment Agreements	-	-	-	-	N/A
Contingencies	-	-	-	-	N/A
<b>Sub-Total:</b>	<b>24,432</b>	<b>10,313</b>	<b>34,745</b>	<b>155,843</b>	<b>22%</b>



**Miromar Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2024**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Stormwater Management Services</b>					
Professional Services					
Asset Management	-	4,792	4,792	57,500	8%
NPDES	-	-	-	3,500	0%
Mitigation Monitoring	-	-	-	-	N/A
Stormwater Management Services					
Water MGT - Debris Removal	-	-	-	-	N/A
Utility Services					
Electric - Aeration Systems	488	28	516	6,500	8%
Repairs & Maintenance					
Lake System					
Aquatic Weed Control	-	8,000	8,000	80,000	10%
Lake Bank Maintenance	-	-	-	2,500	0%
Water Quality Testing	-	3,495	3,495	19,000	18%
Water Control Structures	-	-	-	28,000	0%
Grass Carp Installation	-	-	-	-	N/A
Littortal Shelf Barrier/Replanting	-	-	-	-	N/A
Cane Toad Removal	-	4,450	4,450	37,000	12%
Midge Fly Control	-	-	-	35,000	0%
Aeration System	-	828	828	8,000	10%
Fish Re-Stocking	-	-	-	98,000	0%
Contingencies	-	-	-	15,375	0%
Wetland System					
Routine Maintenance	-	3,715	3,715	54,000	7%
Water Quality Testing	-	-	-	-	N/A
Contingencies	-	-	-	2,700	0%
Capital Outlay					
Aeration Systems	-	-	-	-	N/A
Littortal Shelf Replanting/Barrier	-	-	-	-	N/A
Lake Bank Restoration	-	400	400	101,100	0%
Turbidity Screens	-	-	-	-	N/A
Erosion Restoration	-	800	800	-	N/A
Video Stormwater Pipes/Repairs	-	-	-	45,000	0%
Contingencies	-	-	-	-	N/A
<b>Sub-Total:</b>	<b>488</b>	<b>26,508</b>	<b>26,996</b>	<b>593,175</b>	<b>5%</b>

**Miromar Lakes Community Development District  
General Fund  
Statement of Revenues, Expenditures and Changes in Fund Balance  
Through November 30, 2024**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Other Current Charges</b>					
Hendry County - Panther Habitat Taxes	-	-	-	-	N/A
Payroll Expenses	-	-	-	-	N/A
<b>Reserves for General Fund</b>					
Capital/Operations	-	-	-	399,660	0%
<b>Other Fees and Charges</b>					
Discount for Early Payment	-	-	-	40,195	0%
<b>Sub-Total:</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>439,855</u>	<u>0%</u>
<b>Total Expenditures and Other Uses:</b>	<u>\$ 24,920</u>	<u>\$ 36,820</u>	<u>\$ 61,740</u>	<u>\$ 1,188,873</u>	<u>5%</u>
Net Increase/ (Decrease) in Fund Balance	23,438	150,327	173,765	-	
Fund Balance - Beginning	<u>1,565,410</u>	<u>1,588,848</u>	<u>1,565,410</u>	<u>1,937,828</u>	
<b>Fund Balance - Ending</b>	<u><u>\$ 1,588,848</u></u>	<u><u>\$ 1,739,175</u></u>	<u><u>\$ 1,739,175</u></u>	<u><u>\$ 1,937,828</u></u>	

**Miromar Lakes Community Development District**  
**Debt Service Fund - Series 2015 Bonds**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2024**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
Carryforward	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest Income</b>					
Reserve Account	1,763	1,721	3,483	18,111	19%
Interest Account	-	-	-	-	N/A
Sinking Fund Account	-	-	-	-	N/A
Prepayment Account	-	-	-	-	N/A
Revenue Account	2,137	2,103	4,240	26,657	16%
<b>Special Assessment Revenue</b>					
Special Assessments - On-Roll	2,243	177,772	180,015	954,688	19%
Special Assessments - Off-Roll	-	-	-	-	N/A
Special Assessments - Prepayments	-	-	-	-	N/A
Net Inc (Dec) Fair Value Investments	-	-	-	-	N/A
Operating Transfers In (From Other Funds)	-	-	-	-	N/A
Bond Proceeds	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ 6,143</b>	<b>\$ 181,596</b>	<b>\$ 187,738</b>	<b>\$ 999,456</b>	<b>19%</b>
<b>Expenditures and Other Uses</b>					
<b>Debt Service</b>					
<b>Principal Debt Service - Mandatory</b>					
Series 2015 Bonds	-	-	-	535,000	0%
<b>Principal Debt Service - Early Redemptions</b>					
Series 2015 Bonds	-	-	-	-	N/A
<b>Interest Expense</b>					
Series 2015 Bonds	-	190,750	190,750	381,500	50%
<b>Original Issue Discount</b>					
	-	-	-	-	N/A
Operating Transfers Out (To Other Funds)	-	-	-	-	N/A
<b>Other Fees and Charges</b>					
Discounts for Early Payment	-	-	-	38,188	0%
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 190,750</b>	<b>\$ 190,750</b>	<b>\$ 954,688</b>	<b>20%</b>
Net Increase/ (Decrease) in Fund Balance	6,143	(9,154)	(3,012)	44,768	
Fund Balance - Beginning	1,001,000	1,007,142	1,001,000	993,562	
<b>Fund Balance - Ending</b>	<b>\$ 1,007,142</b>	<b>\$ 997,988</b>	<b>\$ 997,988</b>	<b>\$ 1,038,330</b>	

**Miromar Lakes Community Development District**  
**Debt Service Fund - Series 2022 Bonds**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2024**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
<b>Carryforward</b>	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest Income</b>					
Reserve Account	-	-	-	-	N/A
Interest Account	-	-	-	-	N/A
Sinking Fund Account	-	-	-	-	N/A
Prepayment Account	-	-	-	-	N/A
Revenue Account	772	755	1,527	20,606	7%
Escrow Fund Account	-	-	-	-	N/A
<b>Special Assessment Revenue</b>					
Special Assessments - On-Roll	1,968	155,948	157,915	837,416	19%
Special Assessments - Off-Roll	-	-	-	-	N/A
Special Assessments - Prepayments	-	-	-	-	N/A
<b>Net Inc (Dec) Fair Value Investments</b>					
	-	-	-	-	N/A
<b>Operating Transfers In (From Other Funds)</b>					
	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ 2,740</b>	<b>\$ 156,703</b>	<b>\$ 159,443</b>	<b>\$ 858,022</b>	<b>19%</b>
<b>Expenditures and Other Uses</b>					
<b>Debt Service</b>					
<b>Principal Debt Service - Mandatory</b>					
Series 2022 Bonds	-	-	-	650,000	0%
<b>Principal Debt Service - Early Redemptions</b>					
Series 2022 Bonds	-	-	-	-	N/A
<b>Interest Expense</b>					
Series 2022 Bonds	-	76,860	76,860	153,919	50%
<b>Discounts for Early Payment</b>					
	-	-	-	33,497	0%
<b>Operating Transfers Out (To Other Funds)</b>					
	-	-	-	-	N/A
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 76,860</b>	<b>76,860</b>	<b>\$ 837,416</b>	<b>9%</b>
Net Increase/ (Decrease) in Fund Balance	2,740	79,843	82,583	20,606	
Fund Balance - Beginning	186,799	189,539	186,799	183,411	
<b>Fund Balance - Ending</b>	<b>\$ 189,539</b>	<b>\$ 269,382</b>	<b>\$ 269,382</b>	<b>\$ 204,017</b>	