

**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, January 11, 2024, at 2:00 P.M. in the Library at the Beach Clubhouse, 18061 Miromar Lakes Parkway, Miromar Lakes, Florida 33913.

Present and constituting a quorum:

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

Also present were:

James P. Ward	District Manager
Greg Urbancic	District Attorney
Charlie Krebs	District Engineer
Richard Freeman	Asset Manager
Ben Steets	Grau and Associates

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.

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.

SECOND ORDER OF BUSINESS

Consideration of Minutes

November 28, 2023 – Regular Meeting Minutes

Mr. Ward asked if there were any additions, deletions, or corrections for the Minutes; there were none.

On MOTION made by Mike Weber, seconded by Mary LeFevre, and with all in favor, the November 28, 2023, Regular Meeting Minutes were approved as amended.

THIRD ORDER OF BUSINESS**Consideration of Audited Financial Statements****Consideration of the Acceptance of the Audited Financial Statements for the Fiscal Year ended September 30, 2023**

Mr. Ward introduced Mr. Ben Steets from Grau and Associates.

Mr. Ben Steets from Grau and Associates thanked the Board for choosing Grau and Associates. He thanked Jim Ward and staff for their assistance in performing a smooth audit. He indicated the audit was required by the State of Florida and bond indentures. He reviewed the Audited Financial Statements indicating the first two pages declared the auditor's opinion which was unmodified which meant Grau and Associates believed the financial statements were fairly presented. He indicated it was a clean opinion which was the best opinion Grau could give. He stated next was the Management's Discussion and Analysis which was a recap of the financial activity for the year comparing the current figures to the prior year. He indicated starting on page 7 were the Financial Statements including the statement of net position; statement of activities; balance sheet; and statement of revenues, expenditures, and changes in fund balance. He noted the figures were consistent with previous years, nothing was unusual or unexpected. He reported on page 13 began the notes to the financial statements. He indicated on Page 19, note 5 and note 6 showed the total bonds outstanding which were \$14,480,000 dollars; the District made its scheduled debt service payments, and everything was going according to routine. He indicated page 22 showed the Budget to Actuals. He discussed the remainder of the Audited Financial Statements which included various reports required by the Florida Auditor General. He indicated the District was in compliance, and there were no findings.

Mr. Weber asked if there were any audit adjustments on the year end financials.

Mr. Steets responded in the negative, there were no proposed adjusted journal entries.

On MOTION made by Alan Refkin, seconded by Mary LeFevre, and with all in favor, the Audited Financial Statements for Fiscal Year ended September 30, 2023, were accepted.

Mr. Reidy indicated page 22 showed the cash balances, and at the end of the Fiscal Year the District had \$950,000 dollars which left \$600,000 or \$700,000 dollars for reserves which was a much better place than the District was in previously.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2024-1****Consideration of Resolution 2024-1, a Resolution of the Board of Supervisors of the Miromar Lakes Community Development District Reaffirming, Restating and Re-Establishing The District's adoption of an Electronic Records Policy and a Policy on the use of Electronic Signatures; addressing severability, conflicts and an effective date**

Mr. Ward indicated under the law, a particular policy needed to be followed for keeping the electronic records of the District. He stated the original Resolution was adopted in 2018 and there had been a few

changes to the Statute since then. He explained this Resolution brought the policy up to date and in compliance with current State Statute.

On MOTION made by Mary LeFevre, seconded by Mike Weber, and with all in favor, Resolution 2024-1 was adopted, and the Chair was authorized to sign.

FIFTH ORDER OF BUSINESS

Staff Reports

I. District Attorney

Mr. Greg Urbancic indicated he was still preparing the easement form for Ravenna. He stated he should have it done early/mid next week. He reported the Legislative Session started January 9, 2024 and he would update the Board in this regard in the coming months. He discussed potential legislative changes. He reported Ethics Training now needed to be completed: one hour of Public Records, one hour Sunshine, two hours of Ethics. He noted there were several ways to complete this training and when the Board Members filed Form 1, each would be required to check the Ethics Training check box. He stated Form 6 was a result of a law change on January 1, 2024 which required city council members and mayors of municipalities to file a Form 6 which was much more intrusive than Form 1 and required a statement of net worth. He stated the Board Members did not need to file a Form 6 under current law; only the Form 1 was required. He indicated this was an election year, and there would be a qualifying period this year. He said Mr. Ward would provide additional information about the election and which seats were up for election.

Mr. Refkin asked for Mr. Urbancic to provide the websites at which the Board could complete the Ethics Training.

Mr. Urbancic responded he would do so.

Mr. Ward stated he had a memo prepared for the February meeting with this information. He stated he would send this information out to the Board Members shortly. He stated Mary LeFevre and Pat Reidy were up for election this year. He stated the qualifying packages would be provided in April or May with all the necessary information. He noted Ms. LeFevre and Mr. Reidy would end up filing the Form 1 twice this year as a result, once in June and once during the qualifying period.

Mr. Weber noted once Mr. Urbancic was done with the Ravenna easement document, the Board would want to review the document and sign off on the document before it was handed to Ravenna. He noted Ravenna hoped to have the document before its Board Meeting at the end of January. He asked how the Board would be able to review the document before the end of the month without another Board Meeting.

Mr. Ward stated either today's meeting could be continued, or another meeting could be scheduled prior to the end of the month.

Mr. Weber indicated he would reach out to the Ravenna HOA President and see whether he was still expecting this document before the end of the month.

Mr. Ward stated to schedule a new meeting, 10 days of advertising were required, and he would need to know soon to get it scheduled; or this meeting could be continued until January 25, and this relinquished the need for advertising.

Discussion ensued regarding continuing the meeting or holding off until the next meeting to review the document.

Ms. LeFevre asked about the property tied to the Ravenna permit.

Mr. Ward explained the developer bought a piece of land right next to Ravenna which came out of foreclosure and was now developing it. He stated he did not know the name assigned to the development. He indicated the property was located right next to Ravenna.

Mr. Weber noted Ravenna had water on either side of the property.

Mr. Charlie Krebs stated a portion of Miromar Lakes Parkway drained into the lake inside Ravenna, so from the bridge down to almost the intersection, going into the peninsula, to the west, all drained down toward the lake and used this lake for its water quality. He said it tied back into the lakes to the east, but it was all connected in its own shared drainage basin.

Mr. Ward stated he thought there was a developable piece of property which was tied to the Ravenna permit.

Mr. Krebs stated he believed the property Mr. Ward was referencing was Sardinia, which was on the other side of the bridge, and Sardinia was separated from Ravenna by the bridge.

Ms. LeFevre asked if Sardinia was on the same permit as Ravenna.

Mr. Krebs stated it was the same overall permit for Miromar Lakes, but when Ravenna was being developed, so was Miromar Lakes Parkway, so the drainage basins were connected.

Ms. LeFevre stated then the Ravenna permit did not include Sardinia or any other community.

Mr. Krebs agreed. He said everything in the peninsula, east of the bridge, was a different drainage basin.

Ms. LeFevre asked if the transfer of the permit to the CDD was automatic. She asked if the CDD had the option to refuse the permit.

Mr. Ward explained the permit was tied to the acceptance of the water management system, so when the CDD accepted the system, the permit had to be transferred.

Ms. LeFevre asked if for some reason Ravenna was not transferred to the CDD, would the permit remain in Ravenna's name.

Mr. Ward responded in the affirmative.

Ms. LeFevre asked if the permit remained in Ravenna's name, could the CDD be required to do any repairs on Ravenna's water management system.

Mr. Ward stated the overall water management system was in the CDD's name, so the CDD was tied to the whole water management system, so he did not know what the regulatory agency would require if there were a problem in Ravenna. He stated the regulatory agency could go after Ravenna, or both Ravenna and the CDD.

Mr. Krebs agreed; the application was still in Ravenna's name, so if the Board chose to transfer the Ravenna water management system to the CDD, the application would transfer to the CDD. He noted the permit had the same permit number as all of Miromar Lakes, it was just a separate application for Ravenna.

Discussion ensued regarding the inability to know whether the CDD would be held responsible for Ravenna's water management system problems; the importance of taking over Ravenna's water management system; and the recent improvements to Ravenna's water management system.

II. District Engineer

No report.

III. Asset Manager

- a) Operations Report - December 1, 2023**
- b) Operations Report – January 1, 2024**

Mr. Richard Freeman indicated (indecipherable). He stated it would be a series of 6 treatments over the next six months. He stated lake bank restoration was scheduled to start the 22nd or the 29th of January and would begin in Porto Romano.

Ms. LeFevre asked about the 35 additional boxes being installed for cane toad removal. She noted she thought Miromar was focusing on the boxes, while the CDD was focusing on tadpole removal.

Mr. Freeman indicated the 35 boxes were being installed by the CDD in addition to the boxes Miromar installed. He stated the cane toad vendor suggested placing the boxes to help keep the tadpoles from reoccurring.

Ms. LeFevre asked why Miromar was not paying for the boxes.

Mr. Freeman explained it was the CDD's vendor who suggested the extra boxes. He explained the boxes would reduce the CDD's vendor's time spent collecting tadpoles as the boxes would reduce the number of eggs being laid.

A Board member noted they felt Miromar should be paying for the boxes not the CDD, especially if it cost \$160 per box.

Ms. LeFevre agreed; she felt Miromar should pay for the boxes as this was how it seemed to be split.

Mr. Freeman noted it was \$160 dollars a month to rent all 35 boxes in total, not \$160 per box.

Mr. Reidy asked about the fishery.

Mr. Freeman responded Mr. Bernard met with the aquatic vendor to discuss the next steps and the vendor was going to do some electrofishing to see what species were in the lake and to determine what the next steps should be. He noted this would be included in the next month's report.

Ms. LeFevre asked about electrofishing.

Mr. Freeman explained electrofishing was shocking the water to bring the fish up to the surface to see what species were in the lake.

Ms. LeFevre asked if this killed the fish.

Mr. Freeman responded in the affirmative.

IV. District Manager

- a) Financial Statement for period ending November 30, 2023 (unaudited)**
- b) Financial Statement for period ending December 31, 2023 (unaudited)**

No report.

SIXTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Ward asked if there were any Supervisor's requests.

Mr. Ballinger asked about the Bellavista turnover.

Mr. Refkin stated he went to the Bellavista Board Meeting in December and spoke to the Board, which he has been doing for two years. He stated he gave the Bellavista Board a letter outlining exactly what it would cost for Charlie Krebs to do the necessary work and told the Bellavista Board it could use Mr. Krebs' firm to do the work or find another firm. He stated he explained to Bellavista the CDD simply wanted to be certain the water management system was problem free before it was turned over to the CDD for maintenance. He stated the Board indicated it wished to use Mr. Krebs' firm and was going to move forward with the process.

Mr. Reidy asked if the cost was the problem. He asked how much it would cost.

Mr. Refkin responded he did not remember what the cost was, but the cost was not what had delayed the process. He indicated the Board had no issue with the cost. He stated the delay was simply because Bellavista did not prioritize the transfer.

Mr. Ward noted there were no audience members present. He asked what the Board wished to do about the meeting.

Mr. Weber attempted to reach the Ravenna HOA Board President.

The Board decided to continue today's meeting until Monday, January 22, 2024, at 9:30 a.m. unless the meeting was rendered unnecessary and was canceled.

SEVENTH ORDER OF BUSINESS

Announcement of Next Meeting

Announcement of Next Meeting – February 8, 2024

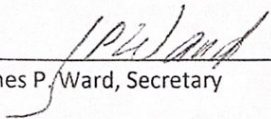
EIGHTH ORDER OF BUSINESS

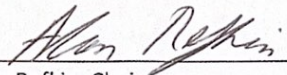
Adjournment

The meeting was continued until Monday, January 22, 2024, at 9:30 a.m.

On MOTION made by Doug Ballinger, seconded by Mary LeFevre, and with all in favor, the meeting was continued until Monday, January 22, 2024 at 9:30 a.m. at the Beach Clubhouse.

Miromar Lakes Community Development District


James P. Ward, Secretary


Alan Refkin, Chairman