

**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, April 10, 2025, 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	Chairperson
Michael Weber	Vice Chairperson
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
Bob Adams	Asset Manager

**Audience:**

Heather Chapman

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**

**March 13, 2025 – Regular Meeting Minutes**

Mr. Ward asked if there were any additions or corrections to the Minutes; there were none.

<p><b>On MOTION made by Mary LeFevre, seconded by Michael Weber, and with all in favor, the March 13, 2025 Regular Meeting Minutes were approved.</b></p>
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**THIRD ORDER OF BUSINESS****Consideration of Resolution 2025-7****Consideration Resolution 2025-7, a resolution of the Board of Supervisors approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing for Thursday, June 12, 2025, at 2:00 P.M. at the Beach Clubhouse, 18061 Miromar Lakes Parkway, Miromar Lakes, Florida 33913 on the Proposed Budget**

Mr. Ward stated Resolution 2025-7 started the budget process for fiscal year 2026. He stated the public hearing was scheduled for June 12, 2025 at 2:00 p.m. at the Beach Clubhouse. He noted the Board could make changes to the budget throughout the process. He indicated the assessment rate was the same as it had been for the last couple of years. He stated the reserve account would reach \$1.9 million dollars by the end of the fiscal year and would reach \$2.2 million dollars by the end of fiscal year 2026 which was excellent. He noted the Board was very familiar with the budget so he would not go into details, but he would be happy to answer any questions.

Mr. Patrick Reidy asked about the line for yearly water control structure cleaning which this year was \$28,000 dollars, and next year was \$125,000 dollars.

Mr. Richard Freeman explained in fiscal year 2026 the District would be cleaning the entire system, when previously it cleaned the system in phases; therefore, the cost went up to cover cleaning the whole system as opposed to only a portion of the system.

Mr. Ward noted a couple of years ago he was comfortable doing the cleaning every few years, but after the damage he had seen from hurricanes across the southwest coast of Florida, he felt it was important to clean and inspect annually to ensure the system was in good condition with clear pipes.

Ms. Mary LeFevre asked why website maintenance costs increased.

Mr. Ward responded the CDD had been paying extraordinarily low fees for website maintenance. He explained a better level of service was needed, plus fees had risen. He noted the \$600 dollar fee had not risen in 8 years but now reflected the actual cost of website maintenance.

Ms. LeFevre stated she noticed all services, such as engineering and legal, had gone up significantly. She noted engineering services went up 88%, administrative services went up 40%, asset management went up 40%, and she asked why this was the case.

Mr. Ward stated District Counsel fees and District Engineer fees were estimates and fees were charged according to how much legal service was needed during the year.

Ms. LeFevre asked why the Lee County real estate taxes were not included in the fiscal year 2026 budget.

Mr. Ward stated the Counties were inconsistent in how they charged CDDs. He stated he believed the CDD was previously paying taxes on the panther habitat, but the County abated the taxes for fiscal year 2026.

Mr. Greg Urbancic noted the panther habitat was in Hendry County, not Lee or Charlotte County.

Mr. Ward noted the panther habitat was a requirement of the development ordered for the entire project and was an ongoing CDD obligation; the CDD owned the panther habitat property and was required to pay taxes on the property when required. He noted as a governmental agency, the CDD did not pay ad valorem taxes, but the County was assessing the CDD, and he believed fiscal year 2025 was the last year the CDD would be required to pay the assessment.

Ms. LeFevre asked about the \$20,000 dollars for contingencies for the lake system; she asked how much the CDD paid this year for contingencies.

Mr. Ward explained he always budgeted a percentage of operating costs for contingencies. He noted he budgeted 5% for the lake system.

Ms. LeFevre asked why there was nothing budgeted for contingencies for the lake system in fiscal year 2025.

Mr. Ward noted he made a correction to the fiscal year 2026 budget by including the contingency.

Mr. Reidy asked why the asset manager fees increased. He asked whether it was due to an increase in labor cost or an increase in hours, or both.

Mr. Ward stated the engineering firms' rates for Calvin Giordano, Atwell, etc., had adjusted dramatically in the past few years, and this was a combination of increased labor costs and increased fees. He explained how he calculated the fees by multiplying the rate by the number of hours he felt would be needed to reach the level of service required for the District.

Mr. Alan Refkin asked about the line item for the apple snails.

Mr. Ward explained the District had costs associated with apple snails; therefore, he created a line item to account for those costs correctly on an ongoing basis.

Discussion ensued regarding the apple snails and the birds which ate the apple snails.

Mr. Reidy discussed the reserve account noting the reserve account was increasing, which was good. He discussed the landscaping, which was the responsibility of the Master Association, noting the Master Association was working on the landscaping.

Mr. Ward stated this past hurricane season damage, which was relatively minor, was tremendous in terms of costs to fix the minor damage. He noted he had one District which incurred damage to a lake bank, and it cost \$100,000 dollars to restore the lake bank, at another District it cost \$350,000 dollars for playground equipment damage. He stated the amount of damage compared to the costs to fix the damage was mind boggling.

Ms. LeFevre asked when the District should say there was enough money in the reserve account.

Mr. Ward stated a few years ago he thought if the District had \$1.2 million dollars in the reserve account it would be in good shape, but he no longer believed this was true. He stated he did not know how much should be saved in the reserve account because he saw such huge costs incurred to cover

hurricane damage across the state. He said he felt the District should play things by ear over the next few years and see how much it could save in the reserve account. He noted \$2 million dollars was a lot better than \$1 million dollars.

Mr. Reidy noted he served on Boards for several years, and whether it was an HOA or Condo Association, dues had gone up over the past several years significantly. He discussed the difficulty in building a budget, cost increases, hurricane damage, and Hurricane Irma damage costs.

Mr. Ward noted it could cost \$300,000 dollars or more to repair just one concrete weir.

Discussion ensued regarding potential hurricane damage costs and the reserve account.

Mr. Ward asked if there were any additional questions; hearing none, he called for a motion.

**On MOTION made by Alan Refkin, seconded by Patrick Reidy, and with all in favor, Resolution 2025-7 was adopted, and the Chair was authorized to sign.**

#### **FOURTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **I. District Attorney**

Mr. Greg Urbancic stated he continued to monitor the legislative session which was still in committee, and he hoped next month to have more of an update.

##### **II. District Engineer**

Mr. Charlie Krebs reported the Kaufman residence was entered into Lee County and South Florida Water Management District to get the rip rap wall approved. He noted there were conversations with the County in terms of the application which was now under review.

Ms. LeFevre asked if there was any update on (indecipherable).

Mr. Krebs stated a conversation was had about what could be done to try to improve it, but it was on HOA land, so it would not be anything the CDD would be working on.

##### **III. Asset Manager**

###### **a) Asset Managers Report April 1, 2025**

Mr. Richard Freeman said he was working with the vendor on the lake and there were a couple of other locations he hoped to start some type of (indecipherable) in the next four weeks.

Mr. Ward introduced Bob Adams with Calvin Giordano who would be working with Richard Freeman.

**IV. District Manager**

**a) Financial Statement for period ending March 31, 2025 (unaudited)**

No report.

**FIFTH ORDER OF BUSINESS**

**Supervisor's Requests**

**Status of Landscaping updates from Master Homeowners Association.**

Mr. Ward stated there was an update from the Master Homeowner's Association which was included in the Agenda Package.

Ms. LeFevre asked about the completion of the berm on Tivoli; she asked if this was on the Ben Hill Griffin side.

Ms. Heather Chapman responded in the negative; it was on I-75.

Ms. LeFevre noted Ben Hill Griffin has not been completed then.

Mr. Refkin noted the Master Association did the work along I-75 first.

Ms. Chapman stated she saw plants along Ben Hill Griffin. She noted the Master HOA indicated it completed the landscaping along I-75 and was working on the ballfield now.

Mr. Reidy noted through March, on the revenue side, the District collected approximately \$900,000 dollars in assessments, and the budget was \$1 million dollars. He asked if the District would receive one more tranche of payments.

Mr. Ward responded in the affirmative. He stated he noticed in all his CDDs payments were running behind, typically payments were much further ahead.

**SIXTH ORDER OF BUSINESS**

**Public Comments**

**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**

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

**SEVENTH ORDER OF BUSINESS**

**Announcement of Next Meeting**

**Next Meeting – May 8, 2025**

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned at approximately 2:30 p.m.

**On MOTION made by Mary LeFevre, seconded by Doug Ballinger, and with all in favor, the meeting was adjourned.**

Miromar Lakes Community Development District

  
James P. Ward, Secretary

  
Alan Refkin, Chairman