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

10 The Regular Meeting of the Board of Supervisors of the Miromar Lakes Community Development District
11 was held on Thursday, May 9, 2024, at 2:00 P.M. in the Library at the Beach Clubhouse, 18061 Miromar
12 Lakes Parkway, Miromar Lakes, Florida 33913.
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17 **Present and constituting a quorum:**

18 Alan Refkin	Chairperson
19 Michael Weber	Vice Chair
20 Patrick Reidy	Assistant Secretary
21 Mary LeFevre	Assistant Secretary
22 Doug Ballinger	Assistant Secretary

23 **Also present were:**

24 James P. Ward	District Manager
25 Charlie Krebs	District Engineer
26 Bruce Bernard	Asset Manager
27 Richard Freeman	Asset Manager

28 **Audience:**

29 Erin Dougherty
30 Heather Chapman
31 Tom Cernich

32 All residents' names were not included with the minutes. If a resident did not identify
33 themselves or the audio file did not pick up the name, the name was not recorded in these
34 minutes.
35

36 **FIRST ORDER OF BUSINESS**

37 **Call to Order/Roll Call**

38 District Manager James P. Ward called the meeting to order at approximately 2:00 p.m. He conducted
39 roll call; all Members of the Board were present, constituting a quorum.
40

41 **SECOND ORDER OF BUSINESS**

42 **Consideration of Minutes**

43 **April 11, 2024 – Regular Meeting**

44 Mr. Ward asked if there were any additions, deletions, or corrections for the Minutes.
45

Suggestions were made, and the Minutes were amended.

46 **On MOTION made by Mary LeFevre, seconded by Mike Weber, and**
47 **with all in favor, the April 11, 2024, Regular Meeting Minutes were**
48 **approved as amended.**

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50 **THIRD ORDER OF BUSINESS**

Fiscal Year 2025 Budget

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52 **Fiscal Year 2025 Budget**

53 **I. Chairman’s Report on Discussion with Miromar Development (Master HOA)**

54 **II. Agreement with Master HOA for Landscaping (Restoration from Hurricane Damage)**

55 **III. Landscaping Berm Ownership adjacent to Esplanade Lake Club**

56 **IV. Landscaping Restoration from prior Hurricanes**

57 **V. Budget Discussion & Timeline**
58

59 Mr. Ward indicated he updated the Budget to exclude landscape and maintenance. He stated he
60 provided a copy of the Agreement with the Master HOA for Landscaping to the Board.
61

62 Mr. Alan Refkin discussed his conversations with Mark Geschwend (Legal Counsel) at the Master
63 HOA regarding landscaping; the CDD not having the necessary reserve funds to fix the landscaping;
64 Tim indicating the Master HOA had the necessary reserve funds to fix the landscaping; Tim
65 indicating the Master HOA was willing to use the reserve funds to fix the landscaping; the areas in
66 the District which needed attention; the possibility of developing a landscaping plan; the letter from
67 the Master HOA to the residents indicating the Master Association would take over all landscaping
68 and increase the residents’ quarterly dues as a result; the increase in dues providing more than
69 enough money to fix the landscaping; his concern that the Master HOA was not using these funds
70 appropriately; the Master HOA neglecting CDD property; and he wondered where the funds were
71 going. He stated he asked Mark Geschwend to provide the CDD with a specific plan regarding how
72 the Master HOA would bring the landscaping up to Miromar quality. He stated he hoped to move
73 forward with Mark Geschwend, find common ground, and bring the grounds up to Miromar quality.
74

75 Discussion ensued regarding the areas which needed improvement in Miromar Lakes including the
76 berms, medians, trees, etc.; the importance of not only bringing these areas up to Miromar
77 standards, but then maintaining these areas; the priorities of the Master HOA being different than
78 the priorities of the CDD.
79

80 Ms. Mary LeFevre displayed and discussed photos of the Ben Hill Griffin berm. She discussed the
81 determination that the Ben Hill Griffin berm was indeed owned by the CDD, not the golf course;
82 Heather Chapman indicating the Master HOA would clean the berm up, but not replant the trees;
83 and the Maintenance Agreement clearly stating the landscaping was to be maintained and replaced
84 when necessary.
85

86 Discussion ensued regarding the Master HOA having more than enough money to replace the
87 damaged landscaping and then maintain it.
88

89 Mr. Mike Weber stated he believed when the Master HOA transition occurred, Margaret planned to
90 use the unrestricted reserve funds to fix the deficiencies in landscaping.
91

92 Mr. Refkin stated Tim Byal had indicated the general reserves would be used for this purpose.

93
94 Mr. Weber stated there were two reserves, one was designated for replacement purposes, and one
95 was a general reserve. He stated there were no reserves for transition costs, so this would come out
96 of the general reserves. He indicated he believed this was why the reserves were not being used
97 currently, so the reserves could be used for transition costs.

98
99 Mr. Refkin said he agreed this was probably the case, but the Master HOA previously indicated it
100 would use these funds for the landscaping. He stated he believed the Master HOA should keep its
101 word to the CDD, as well as the residents.

102
103 Discussion ensued regarding the Master HOA’s budget line item for CDD landscaping (around
104 \$644,000 dollars); whether the Master HOA was budgeting enough for CDD property landscaping;
105 exactly what the letter to the residents said about the increase to the Master HOA dues; and the
106 Master HOA needing to fix the landscaping regardless.

107
108 Mr. Ward stated he contacted Rich Pomerory with the Master HOA, laid out the problems, and laid
109 out what the CDD wished to do; Rich passed the information to the necessary individuals and a
110 Master HOA representative (Mark Geschwend) met with Alan Refkin to discuss. He stated he
111 understood Mark was the decision maker at the Master HOA at this time.

112
113 Discussion continued about speaking with the Master HOA and getting some answers before the
114 Budget Meeting in August 2024; what the Master HOA felt were reasonable expectations for
115 landscaping maintenance and damage replacement; what the CDD felt were reasonable
116 expectations for landscaping maintenance and damage replacement; and the continuation of
117 discussions between the Master HOA and Alan Refkin in an effort to iron out the details.

118
119 Mr. Ward noted the berm which abutted the Esplanade Lake Club CDD was confirmed to be owned
120 by the Miromar Lakes CDD.

121
122 Discussion ensued regarding this berm being large and in need of attention.

123
124
125 **FOURTH ORDER OF BUSINESS** **Staff Reports**

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127 **I. District Attorney**

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129 No report from Greg Urbancic.

130
131 **II. District Engineer**

132
133 No report from Charlie Krebs.

134
135 **III. Asset Manager**

136 **a) Waterway Inspection – April 26, 2024**

137
138 Mr. Richard Freeman indicated the lily pads were partially installed; four of six cages were
139 installed; and the aquatic vendor suggested it was time to move forward with the artificial reef

140 structures (300 structures at a cost of \$59,000 dollars total). He explained these structures would
141 go in 14 feet of water and would not interfere with boats.

142

143 Mr. Bruce Bernard indicated the artificial reefs were in the five year plan and the funds were
144 within the budget.

145

146 Mr. Freeman noted the program, and its costs were split with Esplanade.

147

148 **IV. District Manager**

149 **a) Florida Law changes to Form 1 Filings**

150 **b) Supervisor of Elections Qualified Elector Report as of April 15, 2024**

151 **c) Important Board Meeting Dates for Balance of Fiscal Year 2024**

152 **1. Candidate Qualifying period: June 10 through June 14, 2024 (Seats 4 & 5)**

153 **d) Financial Statement for period ending April 30, 2024 (unaudited)**

154

155 Mr. Ward reminded the Board to file the Form 1 by July 1st of this year. He reminded the Board to
156 complete the Ethics Training. He noted he would leave these items on the Agenda until the Board
157 had completed both. He indicated the Supervisor of Elections reported the number of qualified
158 electors in the District to be 1,383 registered voters. He noted the CDD had already transitioned
159 to a fully qualified elector board and there was no action necessary. He stated Pat Reidy and Mary
160 LeFevre were up for election this year and he would send them an email with the information
161 regarding qualifying for the election.

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163

164 **FIFTH ORDER OF BUSINESS**

Supervisor's Requests and Audience Comments

165

166 **Supervisor Mike Weber: Ravenna Water Management System turnover**

167

168 Mr. Weber reported he was supposed to have the final signed document last week, but this was delayed
169 due to the need for a notary. He stated he believed the document would be finalized and he would pass
170 the document on to Mr. Ward.

171

172 Mr. Urbancic noted when the document was signed and notarized, a copy of the front and back of the
173 signee's driver's license would be needed as well.

174

175 Ms. LeFevre stated she spoke with Maria Kitsberg (Past President of Bella Vista HOA) at Bella Vista
176 regarding turning over the drainage system to the CDD; Bella Vista understood it would cost
177 approximately \$8,000 before the drainage system could be turned over to the CDD. She indicated Bella
178 Vista had not budgeted for this yet, but Maria would bring this matter up at the next Bella Vista
179 Meeting.

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181

182 **SIXTH ORDER OF BUSINESS**

Announcement of Next Meeting

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184 **Next Meeting – June 13, 2024**

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186

187 **SEVENTH ORDER OF BUSINESS**

Adjournment

The meeting was adjourned at approximately 2:56 p.m.

On MOTION made by Mary LeFevre, seconded by Patrick Reidy, and with all in favor, the meeting was adjourned.

Miromar Lakes Community Development District


James P. Ward, Secretary


Alan Refkin, Chairman