

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**MIRA LAGO WEST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Mira Lago West Community Development District was held on **Monday, June 27, 2016 at 7:08 p.m.** at the Sunset Grill at Little Harbor, located at 602 Bahia Del Sol Boulevard, Ruskin, FL 33570.

Present and constituting a quorum:

Robert McCarthy	Board Supervisor, Chairman
Hector Ortiz	Board Supervisor, Vice Chairman
Jennifer Parra	Board Supervisor, Assistant Secretary
Sam Schmieder	Board Supervisor, Assistant Secretary
Debbie McGrory	Board Supervisor, Assistant Secretary

Also present were:

Sandy Oram	District Manager, Rizzetta & Company, Inc.
Berlinda Serrano	District Coordinator, Rizzetta & Company, Inc.
Rick Schappacher	District Engineer, Schappacher Engineering

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Oram called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments on agenda items.

THIRD ORDER OF BUSINESS

**Presentation of Minutes of the Audit
Committee Meeting held on April 4, 2016**

Ms. Oram presented the Minutes of the Audit Committee meeting held on April 4, 2016.

On a Motion by Ms. Parra, seconded by Mr. Ortiz, with all in favor, the Board of Supervisors accepted the Minutes of the Audit Committee meeting held on April 4, 2016 for Mira Lago West Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on April 4, 2016

Ms. Oram presented the Minutes of the Board of Supervisors' meeting held on April 4, 2016.

On a Motion by Mr. Ortiz, seconded by Mr. McCarthy, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on April 4, 2016 for Mira Lago West Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Special Meeting held on April 27, 2016

Ms. Oram presented the Minutes of the Board of Supervisors' special meeting held on April 27, 2016.

On a Motion by Mr. McCarthy, seconded by Ms. McGrory, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' special meeting held on April 27, 2016 for Mira Lago West Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for February through April 2016

Ms. Oram presented the Operation & Maintenance Expenditures for February through April 2016.

On a Motion by Mr. Ortiz, seconded by Ms. Parra, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for February 2016 (\$8,666.42) for the Mira Lago West Community Development District.

On a Motion by Ms. McGrory, seconded by Mr. Ortiz, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for March 2016 (\$5,156.14) for the Mira Lago West Community Development District.

On a Motion by Ms. Parra, seconded by Ms. McGrory, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for April 2016 (\$19,716.64) for the Mira Lago West Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Recommendation of
Audit Committee for Auditing Services**

Ms. Oram stated that the audit committee met prior to the Board of Supervisors' meeting and had recommended that the District enter into contract with Berger, Toombs, Elam, Gaines & Frank for the District's auditing services for fiscal years 2016-2018.

On a Motion by Ms. Parra, seconded by Mr. Ortiz, with all in favor, the Board of Supervisors accepted the audit committee's recommendation to enter into contract with Berger, Toombs, Elam, Gaines & Frank for the District's auditing services for fiscal years 2016-2018 for the Mira Lago West Community Development District.

EIGHTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2016/2017
Final Budget**

Ms. Oram asked for a motion to open the public hearing on the fiscal year 2016/2017 final budget.

On a Motion by Ms. Parra, seconded Mr. McCarthy, with all in favor, the Board of Supervisors opened the Public Hearing on the Fiscal Year 2016/2017 Final Budget for the Mira Lago West Community Development District.

Ms. Oram presented and reviewed the final budget for fiscal year 2016/2017. Upon discussion the Board decided not to make any changes to the proposed budget.

Ms. Oram asked for a motion to close the public hearing on the fiscal year 2016/2017 final budget.

On a Motion by Mr. McCarthy, seconded Mr. Schmieder, with all in favor, the Board of Supervisors closed the Public Hearing on the Fiscal Year 2016/2017 Final Budget for the Mira Lago West Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2016-05,
Adopting Fiscal Year 2016/2017 Final
Budget**

Ms. Oram presented and reviewed Resolution 2016-05, Adopting Fiscal Year 2016/2017 Final Budget.

On a Motion by Mr. McCarthy, seconded by Mr. Schmieder, with all in favor, the Board of Supervisors approved Resolution 2016-05, Adopting Fiscal Year 2016/2017 Final Budget for the Mira Lago West Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-06,
Imposing Special Assessments and
Certifying an Assessment Roll**

Ms. Oram presented and reviewed Resolution 2016-06, Imposing Special Assessments and Certifying an Assessment Roll.

On a Motion by Mr. McCarthy, seconded by Ms. Parra, with all in favor, the Board of Supervisors approved Resolution 2016-06, Imposing Special Assessments and Certifying an Assessment Roll for the Mira Lago West Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-07,
Setting the Meeting Schedule for Fiscal
Year 2016/2017**

Ms. Oram presented and reviewed Resolution 2016-07, Setting the Meeting Schedule for Fiscal Year 2016/2017. Discussion ensued. The Board decided to switch to quarterly meetings versus last year's schedule of meeting every other month. The location of the meetings was also changed to the Ruskin Branch Library to save on cost for use on other projects such as the pond bank erosion on Pond #8.

On a Motion by Ms. Parra, seconded by Mr. Ortiz, with all in favor, the Board of Supervisors approved Resolution 2016-07, Setting the Meeting Schedule for Fiscal Year 2016/2017 (October 3, 2016, February 6, 2017, June 5, 2017 and August 7, 2017 at 7:00 p.m. at the Ruskin Branch Library, 26 Dickman Drive SE, Ruskin, FL 33570) for the Mira Lago West Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Report

Ms. Oram presented the Aquatic Report for April 2016. Discussion ensued regarding Pond #9. The Board members stated that Pond #9 needs to be cleaned up immediately. Ms. Oram stated that she would meet onsite with Keith Remson as soon as possible to view and discuss the District's ponds.

B. Landscape Report

Not present.

C. District Counsel

Not present.

D. District Engineer

Mr. Schappacher submitted a plan to lower the outfall structure on Pond #8 from 4.97 to 3.31.

He stated that this should lower the pond level by approximately 8' which should take care of the erosion issues. After the pond is lowered, the District will address the areas along the banks that affect the homeowners' property that has been damaged by the high waters.

On a Motion by Mr. McCarthy, seconded by Mr. Ortiz, with all in favor, the Board of Supervisors authorized District Engineer to proceed with permitting and contracting the work to be performed by ANJ Excavating at an amount not-to-exceed \$7,000.00 (work to commence immediately upon receipt of the County permit) for the Mira Lago West Community Development District.

Mr. Schappacher presented and reviewed the lake bank maintenance maps.

E. District Manager

Ms. Oram stated that the next regularly scheduled meeting will be held on August 1, 2016 at 7:00 p.m.

Ms. Oram presented and reviewed the unaudited financial statement for April 2016.

Ms. Oram announced that there were 1080 registered voters with the District.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Oram asked if there were any Supervisor requests. Ms. Parra asked for a motion to put the District landscaping maintenance out to bid. Ms. Oram will work with Field Services Management at Rizzetta & Company, Inc. to prepare a scope of services and bid process. Once a plan is determined, it along with the cost will be presented to the Board prior to proceeding with obtaining proposals. The proposals will be presented to the Board at their August meeting.

On a Motion by Mr. Parra, seconded by Mr. Schmieder, with four in favor and one opposed (Bob McCarthy), the Board authorized District management to prepare a scope of services and bid process for a request for proposals for landscape maintenance services the Mira Lago West Community Development District.

Mr. McCarthy requested that District management purchase signage to be posted at the ponds warning that alligators are present. Ms. Oram stated that she would check into the cost and style and send the information to the Board for review.

Mr. McCarthy requested a motion to go back to South County Landcare until the Board decides on another vendor for the landscaping maintenance. No second was made on the motion.

Ms. Parra requested that Remson Aquatics treat the pond on the entrance side of 14th for algae. Ms. Oram stated that she will meet with Mr. Remson onsite regarding this issue.

FOURTEENTH ORDER OF BUSINESS


Adjournment

Ms. Oram stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Mr. Ortiz, seconded by Ms. Parra, with all in favor, the Board adjourned the meeting at 9:04 p.m. for the Mira Lago West Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman