

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, November 28, 2016 at 7:00 p.m.** at the Sunset Grill at the Southshore Regional Library, located at 15816 Beth Shields Way, Ruskin, FL 33573.

Present and constituting a quorum:

Lennie Fine	Board Supervisor, Chairman
Hector Ortiz	Board Supervisor, Vice Chairman
Jennifer Parra	Board Supervisor, Assistant Secretary
Sam Schmieder	Board Supervisor, Assistant Secretary
Robert McCarthy	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	Regional Manager, Rizzetta & Company, Inc.
Grant Phillips	District Manager, Rizzetta & Company, Inc.
Rick Schappacher	District Engineer, Schappacher Engineering

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Phillips 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

Administer Oath of Office to Newly Elected Supervisors

1. Review Form 1 and Sunshine Law Requirements

Mr. Phillips administered the oath of office to newly elected supervisors Mr. Fine, Ms. Parra, and Mr. Ortiz. Upon acceptance of oath, Mr. Phillips reviewed Form 1 and Sunshine Law Requirements with the newly appointed supervisors.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-06,
Designating Officers of the District**

Mr. Phillips presented Resolution 2017-06, and outlined its contents and purpose. The Board designated Mr. Fine as Chairman, Mr. Ortiz as Vice-Chair, and Mr. McCarthy, Ms. Parra, Mr. Schmieder, and Mr. Phillips being designated Assistant Secretaries.

On a Motion by Mr. Ortiz, seconded by Mr. Schmieder, with all in favor, the Board of Supervisors approved Resolution 2017-06, Designating Officers of the District, for the Mira Lago West Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Meeting held on
October 3, 2016**

On a Motion by Mr. McCarthy, seconded by Mr. Parra, with all in favor, the Board of Supervisors approved Minutes of Board of Supervisors' Meeting held on October 3, 2016, for the Mira Lago West Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
September 2016**

On a Motion by Ms. Parra, seconded by Mr. Ortiz, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for September 2016, for the Mira Lago West Community Development District.

SEVENTH ORDER OF BUSINESS

**Discussion Regarding Rizzetta &
Company Responsibilities**

Ms. Parra and Mr. Ortiz addressed their concerns regarding notification of the entire Board regarding vendor communications. General discussion ensued. Mr. Phillips updated the Board on the status of the alligator signage.

EIGHTH ORDER OF BUSINESS

**Consideration of Proposals for a Fountain
for Pond #4**

Mr. Phillips read a report from Aquatics Systems that outlined the current conditions in pond number four. The report outlined the need for an aeration device for the large pond to clear any unsightly aquatic plant life from the surface. General discussion from the Board ensued and Mr. Phillips answered general questions from the Board and stated he would work with Aquatic Systems prior to the next meeting to obtain proposals.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Report

Mr. Phillips addressed this report under the previous agenda topic.

B. Landscape Update

A landscape representative was not present. Mr. Phillips asked the Board if they were having any issues with landscaping matters. The Board requested that Mr. Phillips address the landscaping vendor regarding mower height. In addition, Mr. Phillips is to address both the landscaping and aquatics vendor to ensure they pick up any trash while on property.

C. District Counsel

Not Present

D. District Engineer

Mr. Schappacher addressed the Board regarding having a water level assessment performed on the ponds within the Mira Lago West CDD. A general discussion ensued. Mr. Schappacher informed the Board he will provide an Annual Corrugated Pipe Cleanout Proposal at the February meeting.

E. District Manager

Mr. Phillips stated that the next regularly scheduled meeting will be held on February 6, 2017 at 7:00 p.m.

Mr. Phillips presented and reviewed the unaudited financial statement for September 2016. He stated that as of the end of September the District is operating under the projected budget by \$17,756. A general discussion ensued.

Mr. Phillips informed the Board that a Community Development District Supervisor Workshop will be held at Rizzetta & Company, 3434 Colwell Avenue, Suite 200, Tampa, FL 33614 on January 19, 2017 at 6:30pm. A brief discussion ensued as to a description of the workshop for the Board. Mr. Phillips informed the Board that the flyers will be sent in advance.

Mr. Phillips issued a Certificate of Incumbency to the Board.

On a Motion by Mr. McCarthy, seconded by Ms. Fine, with all in favor, the Board of Supervisors approved the Certificate of Incumbency, for the Mira Lago West Community Development District.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Mr. McCarthy informed Mr. Phillips of lighting outages at the entrances.

Ms. Parra requested that future meetings be held in larger room at the Southshore Regional Library.

An audience comment was made regarding some unsightly erosion areas within the community. A general discussion ensued. The Board responded informing the audience member the topic will be discussed further at future meetings.


FIFTEENTH ORDER OF BUSINESS

Adjournment

Mr. Phillips 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 Ms. Parra, seconded by Mr. Schmieder, with all in favor, the Board adjourned the meeting at 8:00 p.m. for the Mira Lago West Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman