



Rizzetta & Company

Mira Lago West Community Development District

**Board of Supervisors' Meeting
March 1, 2021**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.MiraLagoWestCDD.org

MIRA LAGO WEST COMMUNITY DEVELOPMENT DISTRICT

Southshore Regional Library, 15816 Beth Shields Way, Ruskin, FL 33573

Board of Supervisors	Lennie Fine	Chair
	Hector Ortiz	Vice Chair
	Jennifer Parra	Assistant Secretary
	Justin Goushaw	Assistant Secretary
	Simon Schmieder	Assistant Secretary
District Manager	Jennifer Goldyn	Rizzetta & Company, Inc.
District Counsel	Scott Steady	Burr Forman, LLP
District Engineer	Stephen Brletic	JMT

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

February 22, 2021

**Board of Supervisors
Mira Lago West Community
Development District**

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Mira Lago West Community Development District will be held on **Monday, March 1, 2021 at 7:00 p.m.** at the Offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578. The following is the final agenda for the meetings:

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Discussion regarding ADA Compliance
- 4. STAFF REPORTS**
 - A. Aquatic Maintenance Report.....Tab 1
 - B. District Counsel
 - C. **1. Presentation of E-Verified**Tab 2
 - D. District Engineer
 - E. District Manager
 1. Presentation of Unaudited Financial StatementsTab 3
 2. Review of draft FY 21/22 Budget
(under separate cover)
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors'
Meeting held on December 7, 2020Tab 4
 - B. Consideration of Operations & Maintenance Expenditures
for November 2020, December 2020 and January 2021Tab 5
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, do not hesitate to contact us at (813) 533-2950.

Sincerely,

Jennifer Goldyn

Jennifer Goldyn, District Manager

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, December 7, 2020 at 7:02 p.m.** at the Offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578.

Present and constituting a quorum:

Lennie Fine	Board Supervisor, Chairman
Hector Ortiz	Board Supervisor, Vice Chairman
Jennifer Parra	Board Supervisor, Asst. Secretary
Justin Goushaw	Board Supervisor, Asst. Secretary
Sam Schmieder	Board Supervisor, Asst. Secretary

Also present via teleconference were:

Jennifer Goldyn	District Manager; Rizzetta & Co., Inc.
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Goldyn called the meeting to order and read roll call, confirming a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present for questions and/ or comments.

THIRD ORDER OF BUSINESS

Presentation of Oath of Office

Ms. Goldyn presented the Oath of Office to Ms. Parra, Mr. Ortiz, and Mr. Fine.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Aquatics Maintenance Report

The Board reviewed the Aquatic Maintenance Report.

B. District Counsel

Not present; no report provided.

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C. District Engineer

Not present; no report provided.

D. District Manager

Ms. Goldyn announced that the next meeting is scheduled to be held on March 1, 2021 at 7:00 p.m.

A. Presentation of Unaudited Financial Statements

Ms. Goldyn presented the latest monthly unaudited financial statements to the Board for review.

B. Discussion regarding backyard landscape boundaries.

A discussion ensued.

FIFTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on August 3, 2020

On a Motion by Mr. Goushaw, seconded by Mr. Fine, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Meeting held on August 3, 2020, as presented, for the Mira Lago West Community Development District.

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SIXTH ORDER OF BUSINESS

Consideration of Operations & Maintenance Expenditures for July, August, September, and October 2020

Ms. Goldyn presented the operation and maintenance expenditures for July, August, September, and October 2020.

On a Motion by Mr. Goushaw, seconded by Mr. Fine, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for July in the amount of \$9,259.76, August in the amount of \$9,674.15, September in the amount of \$12,666.68 and October in the amount of \$13,190.78, for the Mira Lago West Community Development District.

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SEVENTH ORDER OF BUSINESS

Supervisors Requests

Mr. Schmieder mentioned that the website needed to be updated with the meeting location.

88 **EIGHTH ORDER OF BUSINESS**
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Adjournment

On a Motion by Mr. Schmieder, seconded by Ms. Parra, with all in favor, the Board of Supervisors adjourned the meeting at 7:50 p.m., for the Mira Lago West Community Development District.

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Assistant Secretary

Chair / Vice Chair

DRAFT

MIRA LAGO WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures November 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$7,914.20**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Mira Lago West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bravo Landscape	002618	2533	Lawn Maintenance 11/20	\$ 2,313.00
Department of Economic Opportunity	002617	83078	Special District Fee 20/21	\$ 175.00
Rizzetta & Company, Inc.	002614	INV0000054214	District Management Fees 11/20	\$ 3,714.42
Rizzetta Technology Services, LLC	002615	INV0000006501	Email & Website Hosting Service 11/20	\$ 100.00
Solitude Lake Management	002619	PI-A00503203	Lake Maintenance 11/20	\$ 1,204.00
Tampa Electric Co.	002616	211008707815 10/20	402 19th St NW 10/20	\$ 294.42
Tampa Electric Co.	002616	211008707989 10/20	704 York Dale Dr PMP #B 10/20	\$ <u>113.36</u>
Report Total				\$ <u>7,914.20</u>

MIRA LAGO WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures December 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2020 through December 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$9,612.92**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Mira Lago West Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bravo Landscape	002630	2559	Lawn Maintenance 12/20	\$ 2,313.00
Hector Ortiz	002627	HO120720	Board of Supervisors Meeting 12/07/20	\$ 200.00
Jennifer Parra	002628	JP120720	Board of Supervisors Meeting 12/07/20	\$ 200.00
Johnson, Mirmiran & Thompson, Inc	002620	4-165963	Engineering Services Though 07/26/20-10/24/20	\$ 270.00
Justin M. Goushaw	002625	JG120720	Board of Supervisors Meeting 12/07/20	\$ 200.00
Lennie Fine	002624	LF120720	Board of Supervisors Meeting 12/07/20	\$ 200.00
Rizzetta & Company, Inc.	002621	INV0000054690	District Management Fees 12/20	\$ 3,714.42
Rizzetta Technology Services, LLC	002622	INV0000006603	Email & Website Hosting Service 12/20	\$ 100.00
Simon J. Schmieder	002629	SS120720	Board of Supervisors Meeting 12/07/20	\$ 200.00
Solitude Lake Management	002631	PI-A00518117	Lake Maintenance 12/20	\$ 1,204.00
Tampa Electric Co.	002623	211008707815 11/20	402 19th St NW 11/20	\$ 324.14
Tampa Electric Co.	002623	211008707989 11/20	704 York Dale Dr PMP #B 11/20	\$ 113.36
Times Publishing Company	002632	0000126045	Legal Advertising 11/29/20	<u>\$ 574.00</u>
Report Total				<u>\$ 9,612.92</u>

MIRA LAGO WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures January 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$8,933.86**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Mira Lago West Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bravo Landscape	002637	2600	Lawn Maintenance 01/21	\$ 2,313.00
Rizzetta & Company, Inc.	002633	INV0000055468	District Management Fees 01/21	\$ 3,714.42
Rizzetta Technology Services, LLC	002634	INV0000006703	Email & Website Hosting Service 01/21	\$ 100.00
Solitude Lake Management	002635	PI-A00467502-1	Lake Maintenance 09/20	\$ 1,204.00
Solitude Lake Management	002638	PI-A00533501	Lake Maintenance 01/21	\$ 1,204.00
Tampa Electric Co.	002636	211008707815 12/20	402 19th St NW 12/20	\$ 276.26
Tampa Electric Co.	002636	211008707989 12/20	704 York Dale Dr PMP #B 12/20	\$ <u>122.18</u>
Report Total				\$ <u>8,933.86</u>