

**MIRADA
COMMUNITY DEVELOPMENT DISTRICT**

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Thursday
September 27, 2018***

9:00 a.m.

***Residence Inn
2101 Northpointe Parkway
Lutz, Florida***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

MIRADA COMMUNITY DEVELOPMENT DISTRICT AGENDA

At the Residence Inn, 2101 Northpointe Parkway, Lutz FL
September 27, 2018

District Board of Supervisors	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Paul Cusmano	DPFG
District Attorney	Vivek Babbar	Straley Robin Vericker
District Engineer	Tonja Stewart	Stantec Consulting Services, Inc.

All cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of six different sections:

The first section which is called **Audience Questions and Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Administrative Matters** and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The fifth section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

MIRADA COMMUNITY DEVELOPMENT DISTRICT

Thursday, September 27, 2018

Time: 9:00 a.m.

Location: Residence Inn
2101 Northpointe Parkway
Lutz, Florida, 33558

Conference Call No.: (563) 999-2090

Code: 686859#

AGENDA

I. Roll Call

II. Audience Comments

III. Consent Agenda

IV. Business Matters

A. FY 2017-2018 Budget Amendment **Exhibit 1**

**B. Consideration and Adoption of Resolution 2018-13
Proposed Amendment Budget** **Exhibit 2**

V. Staff Reports

A. District Manager

A. Attorney

C. District Engineer

VI. Supervisors Requests

VII. Audience Questions and Comments on Other Items

VIII. Adjournment

EXHIBIT 1.

**STATEMENT 1
MIRADA COMMUNITY DEVELOPMENT DISTRICT
FY 2018 PROPOSED AMENDED BUDGET
GENERAL FUND (O&M)**

	FY 2018 ADOPTED BUDGET	FY 2018 10/1/2017 8/30/2018	FY 2018 PROJECTED 9/30/2018	FY 2018 TOTAL	FY 2018 AMENDMENT	FY 2018 AMENDED BUDGET	UNDERLYING ASSUMPTION
I. REVENUE							
OFF ROLL FUNDING (a)	\$ 362,105	\$ 179,670	\$ -	\$ 139,043	\$ (222,922)	\$ 139,043	
INTEREST		140	-	140	-	140	
TOTAL REVENUE	362,105	179,810	-	139,183	(222,922)	139,183	
II. EXPENDITURES							
GENERAL ADMINISTRATIVE							
SUPERVISORS COMPENSATION	12,000	6,600	1,200	7,800	(4,200)	7,800	3 Supervisors for 2 Meetings for Aug & Sept
PAYROLL TAXES	918	545	92	637	(281)	637	
PAYROLL PROCESSING	660	563	110	673	13	673	
MANAGEMENT CONSULTING SERVICES	21,000	24,250	1,750	26,000	5,000	26,000	
CONSTRUCTION ACCOUNTING SERVICES	9,000	9,000	-	9,000	-	9,000	
PLANNING, COORDINATING & CONTRACT SERVI	36,000	33,000	3,000	36,000	-	36,000	
ADMINISTRATIVE SERVICES	3,500	3,212	292	3,504	4	3,504	
BANK FEES	300	128	25	153	(147)	153	
MISCELLANEOUS	500	-	-	-	(500)	-	
AUDITING SERVICES	4,500	2,850	-	2,850	(1,650)	2,850	
TRAVEL PER DIEM	-	49	9	58	58	58	
INSURANCE	4,000	5,300	-	5,300	1,300	5,300	
REGULATORY AND PERMIT FEES	175	175	-	175	-	175	
LEGAL ADVERTISEMENTS	2,000	3,015	450	3,465	1,465	3,465	
ENGINEERING SERVICES (Inclusive of Heidt Design)	4,000	5,833	1,000	6,833	2,833	6,833	Last Stantec bill dated 04/13/2018
LEGAL SERVICES (Inclusive of Boundary Expansion)	7,500	13,548	1,500	15,048	7,548	15,048	Last SRV bill thru 08/15/2018
PERFORMANCE & WARRANTY BOND PREMIUM	-	-	-	-	-	-	
WEBSITE HOSTING	720	680	60	740	20	740	
ADMINISTRATIVE CONTINGENCY (Amounts paid	-	7,673	-	7,673	7,673	7,673	
TOTAL GENERAL ADMINISTRATIVE	106,773	116,421	9,488	125,909	19,136	125,909	
DEBT ADMINISTRATION:							
DISSEMINATION AGENT	1,000	2,000	-	2,000	1,000	2,000	
TRUSTEE FEES	8,000	5,000	-	5,000	(3,000)	5,000	
ARBITRAGE	750	-	750	750	-	750	
TOTAL DEBT ADMINISTRATION	9,750	7,000	750	7,750	(2,000)	7,750	
PHYSICAL ENVIRONMENT EXPENDITURES							
SECURITY	-	-	-	-	-	-	
FIELD MANAGER	8,781	336	-	336	(8,445)	336	
FIELD TRAVEL	1,400	-	-	-	(1,400)	-	
STREETPOLE LIGHTING	-	-	-	-	-	-	
ELECTRICITY (IRRIGATION & POND PUMPS)	-	421	150	571	571	571	
WATER	-	-	-	-	-	-	
LANDSCAPING MAINTENANCE	-	-	-	-	-	-	
LANDSCAPE REPLINISHMENT	-	-	-	-	-	-	
IRRIGATION MAINTENANCE	-	-	-	-	-	-	
POND MAINTENANCE	-	-	-	-	-	-	
CONTINGENCY FOR PHYSICAL ENVIRONMENT	235,401	-	4,617	4,617	(230,784)	4,617	
TOTAL PHYSICAL ENVIRONMENT EXPENDITUR	245,582	757	4,767	5,524	(240,058)	5,524	
AMENITY CENTER OPERATIONS (1/2 Year)							
POOL MAINTENANCE	-	-	-	-	-	-	
POOL PERMITS	-	-	-	-	-	-	
PLAYGROUND & TOT LOT MAINTENANCE	-	-	-	-	-	-	
ELECTRIC UTILITIES	-	-	-	-	-	-	
FACILITY MAINTENANCE	-	-	-	-	-	-	
PEST CONTROL	-	-	-	-	-	-	
MISCELLANEOUS SUPPLIES	-	-	-	-	-	-	
TOTAL AMENITY CENTER OPERATIONS	-	-	-	-	-	-	
TOTAL EXPENDITURES	362,105	124,178	15,005	139,183	(222,922)	139,183	
III. EXCESS OF REVENUE OVER (UNDER)							
FUND BALANCE - BEGINNING	-	55,632	(15,005)	-	-	-	
FUND BALANCE - ENDING	\$ -	\$ 55,632	\$ (15,005)	\$ -	\$ -	\$ -	

(a) Off roll funding will be made on an "as needed" basis only and based only on actual expenditures incurred

EXHIBIT 2.

RESOLUTION 2018-13

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIRADA COMMUNITY DEVELOPMENT DISTRICT AMENDING ITS 2017/2018 OPERATIONS AND MAINTENANCE BUDGET AND ASSESSMENT ROLL AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “**Board**”) of the Mirada Community Development District (the “**District**”) previously adopted its budget for the 2017/2018 fiscal year (the “**Original Budget**”), levied operations and maintenance special assessments in accordance with the terms outlined in Resolution No. 2017-07 and 2017-08 (the “**O/M Resolutions**”), and approved a budget funding agreement on certain property within the District, which resolutions are still in full force and effect; and

WHEREAS, at the time that the Original Budget was adopted it was anticipated that the District would be fully developed and platted during the 2017/2018 fiscal year; and

WHEREAS, based upon current projections by the District Manager, it is anticipated that the Original Budget overestimated the revenues needed for the District’s operations and maintenance activities for the 2017/2018 fiscal year because the Original Budget was adopted with the anticipation that all property within the District would be developed and platted in the 2017/2018 fiscal year; and

WHEREAS, the District is empowered by section 170.08 and 189.016, Florida Statutes to adjust the budget and assessments based on actual expenditures and services provided to benefited properties within its boundaries; and

WHEREAS, the Board recognizes that developed and platted lots receive a direct benefit and unplatted and undeveloped lots do not receive operations and maintenance services from the District. As additional lands are platted and developed, they will get their allocation of the special assessments in future budget years based on services provided to those areas in future years; and

WHEREAS, the District Manager has submitted a proposed amended budget and assessment roll to show the reductions for the current fiscal year (the “**Amended Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference, along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes;

WHEREAS, it is in the best interests of the District to adopt the Revised Assessment Roll included in the Amended Budget; and

WHEREAS, to the extent the District needs additional funds to provide for the operations and services during the current fiscal year the developer of land within the District has entered into a Budget Funding Agreement to provide such funds as are necessary to the District to proceed with its operations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. **Recitals.** The foregoing recitals are hereby incorporated as the findings of fact of the Board.

2. **Authority for this Resolution.** This Resolution is adopted pursuant to Sections 170.08, 170.14, 189.016(2), 189.016(6), 189.016(7), 190.011(14), and 190.011(15) Florida Statutes.

3. **Budget.** The Board hereby finds and determines as follows:

a. That the Board has reviewed the Amended Budget, a copy of which is on the District’s website, on file with the office of the District Manager, and at the District’s Records Office.

b. That the Amended Budget shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the “Amended Budget for the Mirada Community Development District for the Fiscal Year Beginning October 1, 2017, and Ending September 30, 2018”.

c. The Amended Budget shall be posted by the District Manager on the District’s official website within five (5) days after adoption and remain on the website for at least two (2) years.

4. **Appropriations.** There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2017, and ending September 30, 2018, the sum of \$ _____ to be funded with revenue from assessments and the budget funding agreement, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL DEBT SERVICE FUNDS	\$ _____
TOTAL ALL FUNDS	\$ _____*

*Not inclusive of any collection costs.

5. **Revised Assessment Roll.** The Revised Assessment Roll shown in **Exhibit “A”** is hereby certified and adopted.

6. **Severability.** If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

7. **Conflicts.** This Resolution is intended to supplement the O/M Resolutions, which remain in full force and effect. This Resolution and the O/M Resolutions shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All

District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

8. Effective Date. This Resolution shall become effective upon its adoption.

Passed and adopted this 27th day of September, 2018.

Attest:

Mirada Community Development District

Name: Lori Price
Assistant Secretary

Name: Michael Lawson
Chair, Board of Supervisors

Exhibit A: 2017/2018 Amended Budget and Assessment Roll