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***MIRADA
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Tuesday
June 6, 2017***

9:00 a.m.

At:

***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

June 6, 2017 at 9:00 a.m.

At the Residence Inn located at
2101 Northpointe Parkway
Lutz, Florida

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 seven different sections:

The meeting will begin promptly at **9:00 a.m.** with the first section which is called **Audience Questions and Comments on Agenda Items**. 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 **District Counsel and District Engineer Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is the **Landscaping and Ponds** section and contains items that often require District Engineer, Operations Manager, and Landscape Contractor to discuss and update the Board. The fourth section is the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items 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 sixth 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 seventh 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

Date of Meeting: Tuesday June 6, 2017
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

- A. Approval of Minutes from May 2, 2017 Meeting Exhibit 1
- B. Acceptance of April 2017 Unaudited
Financial Statement Exhibit 2

IV. Business Matters

- A. Presentation of the Fiscal Year 2017-2018 Proposed Budget
(*Under separate cover*)
- B. Consideration of Resolution 2017- 3 Adopting FY 2017-2018
Proposed Budget and Setting Public Hearing Exhibit 3
- C. Additional Matters

V. Staff Reports

- A. District Manager
- B. Attorney
- C. District Engineer

VI. Supervisors Requests

VII. Audience Questions and Comments on Other Items

VIII. Adjournment

EXHIBIT 1.

39 There being none, next item followed.

40 **B. District Attorney**

41 There being none, next item followed

42 **C. District Engineer**

43 There being none, next item followed.

44 **SIXTH ORDER OF BUSINESS – Supervisors Requests**

45 There being none, next item followed.

46 **SEVENTH ORDER OF BUSINESS – Public Comments**

47 There being none, next item followed.

48 **EIGHTH ORDER OF BUSINESS – Adjournment**

49 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board
50 adjourned the meeting for the Mirada Community Development District.

51

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

55

56 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
57 **meeting held on _____.**

58

59

60

61 _____
Signature

61 _____
Signature

62

63

64 _____
Printed Name

64 _____
Printed Name

65 **Title:** Secretary Assistant Secretary

65 **Title:** Chairman Vice Chairman

66

67

68

69

EXHIBIT 2.

Mirada CDD
Community Development District

Financial Statements
Unaudited

Period ending
April 30, 2017

**MIRADA CDD
BALANCE SHEET
April 30, 2017**

	<u>M GEN FUND</u>	<u>CAP FUND</u>	<u>CONSOLIDATED TOTAL</u>
<u>ASSETS:</u>			
CASH	\$ 849	\$ -	\$ 849
ACCOUNTS RECEIVABLE	3,175	62,961	66,136
DEPOSIT	300	-	300
TOTAL ASSETS	<u>\$ 4,324</u>	<u>\$ 62,961</u>	<u>\$ 67,285</u>
<u>LIABILITIES:</u>			
ACCOUNTS PAYABLE	\$ 3,191	\$ 62,961	\$ 66,152
<u>FUND BALANCE:</u>			
RESTRICTED FOR:			
ASSIGNED:	-	-	-
UNASSIGNED:	1,133	-	1,133
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 4,324</u>	<u>\$ 62,961</u>	<u>\$ 67,285</u>

**MIRADA CDD
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2016 ENDING APRIL 30, 2017**

	FY2017 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
I. REVENUE				
SPECIAL ASSESSMENTS - OFF ROLL	-	-	-	-
DEVELOPER FUNDING	362,105	211,228	44,600	(166,628)
INTEREST	-	-	-	-
TOTAL REVENUE	362,105	211,228	44,600	(166,628)
II. EXPENDITURES				
ADMINISTRATIVE:				
SUPERVISORS COMPENSATION	12,000	7,000	1,299	5,701
PAYROLL PROCESSING	660	385	278	107
MANAGEMENT CONSULTING SERVICES	21,000	12,250	12,250	-
CONSTRUCTION ACCOUNTING SERVICES	9,000	5,250	-	5,250
PLANNING AND COORDINATING SERVICES	36,000	21,000	21,000	-
ADMINISTRATIVE SERVICES	3,500	2,042	-	2,042
BANK FEES	300	175	24	151
MISCELLANEOUS	500	292	-	292
AUDITING SERVICES	4,500	2,625	-	2,625
TRAVEL PER DIEM	-	-	8	(8)
INSURANCE	4,000	2,410	2,410	-
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	2,000	1,167	359	808
ENGINEERING SERVICES	4,000	2,333	216	2,117
LEGAL SERVICES	7,500	4,375	4,031	344
PERFORMANCE & WARRANTY BOND PREM.	-	-	1,450	(1,450)
WEBSITE HOSTING	720	420	597	(177)
ADMINISTRATIVE CONTINGENCY	-	-	-	-
TOTAL ADMINISTRATIVE	105,855	61,898	44,097	17,801
DEBT SERVICE ADMINISTRATION:				
DISSEMINATION AGENT	1,000	-	-	-
TRUSTEE FEES	4,500	-	-	-
ARBITRAGE	750	-	-	-
TOTAL DEBT SERVICE ADMINISTRATION	6,250	-	-	-
FIELD OPERATIONS:				
UTILITIES	-	-	639	(639)
FIELD MANAGEMENT	-	-	-	-
LANDSCAPE/FIELD CONTINGENCY	250,000	-	-	-
TOTAL FIELD OPERATIONS	250,000	-	639	(639)
TOTAL EXPENDITURES	362,105	61,898	44,736	17,162
EXCESS REVENUE OVER (UNDER) EXPEND.	-	149,330	(136)	(149,466)
FUND BALANCE - BEGINNING	-	-	1,270	1,270
FUND BALANCE - ENDING	\$ -	\$149,330	1,134	(148,196)

MIRADA CDD
CAPITAL PROJECTS FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD STARTING OCTOBER 1, 2016 ENDING APRIL 30, 2017

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUE	
DEVELOPER FUNDING	79,911
MISCELLANEOUS REVENUE	-
TOTAL REVENUE	<u>79,911</u>
EXPENDITURES	
CONSTRUCTION IN PROGRESS	79,911
TOTAL EXPENDITURES	<u>79,911</u>
EXCESS REVENUE OVER (UNDER) EXPEND.	(0)
FUND BALANCE - BEGINNING	-
FUND BALANCE - ENDING	<u><u>(0)</u></u>

MIRADA CDD
Cash Reconciliation - General Fund
April 30, 2017

Balance Per Bank Statement	\$ 1,160.12
Less: Outstanding Checks	(310.92)
<i>Adjusted Bank Balance</i>	<u>849.20</u>
Beginning Cash Balance Per Books	\$ 1,000.42
Cash Receipts	16,250.00
Cash Disbursements	(16,401.22)
<i>Balance Per Books</i>	<u>849.20</u>

**Mirada CDD
Check Register
FY 2017**

DATE	CHECK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSEMT	BALANCE
9/30/2016	EOM					1,133.76
10/14/2016		Developer Funding	GF 2016-09, 2017-01	8,585.65		9,719.41
10/14/2016	1014	DPFG	CDD/Field Mgmt - October		4,750.00	4,969.41
10/14/2016	1015	Egis Insurance & Risk Advisors	Insurance FY 2017		2,410.00	2,559.41
10/14/2016	1016	Stantec Consulting Services, Inc.	Engineering Svcs thru 8/26/16		916.00	1,643.41
10/14/2016	1017	Straley Robin Vericker	Legal Svcs thru 9/15/16		255.73	1,387.68
10/14/2016	1018	TECO	8/25-9/20 - 31126 Rd 52 Well		76.93	1,310.75
10/14/2016	1019	Venturesin.com, Inc.	Set Up/Domain Name		176.99	1,133.76
10/28/2016	1020	TECO	Electricity		113.79	1,019.97
10/31/2016	EOM	TOTALS		8,585.65	8,699.44	1,019.97
11/02/2016	80007	Ira Draper	BOS Mtg - 9/6/16		188.58	831.39
11/02/2016	80009DD	Lori Price	BOS Mtg - 9/6/16		183.45	647.94
11/02/2016	80008	Michael Lawson	BOS Mtg - 9/6/16		184.70	463.24
11/02/2016	ACH11022016	Paychex	Employee Tax - 9/6/16		96.65	366.59
11/02/2016	ACH110216	Paychex	EIB - payroll		77.25	289.34
11/09/2016		Developer Funding	GF 2017-2	184.80		474.14
11/10/2016	1021	Tampa Bay Times	Legal Ad		124.80	349.34
11/10/2016	1022	Venturesin.com, Inc.	Web Site Hosting - Oct		60.00	289.34
11/10/2016	ACH111016	Paychex	EIB - payroll		93.00	196.34
11/28/2016		Developer Funding	GF 2017-03	5,752.00		5,948.34
11/29/2016	1023	DPFG	CDD/Field Mgmt - Nov		4,750.00	1,198.34
11/29/2016	1024	FLORIDA DEPT OF ECONOMIC	Annual Filing Fee		175.00	1,023.34
11/29/2016	1025	Pasco County Tax Collector	UMC Agreement		700.00	323.34
11/29/2016	1026	Tampa Bay Times	Legal Ad		242.00	81.34
11/29/2016	1027	Venturesin.com, Inc.	Web Site Hosting - Nov		60.00	21.34
11/30/2016		Bank United	Bank Fee		12.00	9.34
11/30/2016	EOM	TOTALS		5,936.80	6,947.43	9.34
12/30/2016		Bank United	Bank Fee		12.00	-2.66
12/31/2016	EOM	TOTALS			12.00	(2.66)
01/10/2017			GF 2017-04, 05	5,861.41		5,858.75
01/10/2017	ACH11017	Paychex	Paychex EIB charge		83.00	5,775.75
01/12/2017	1028	DPFG	CDD/Field Mgmt - December		4,750.00	1,025.75
01/12/2017	1029	Straley Robin Vericker	Legal Svcs thru 11/15/16		225.00	800.75
01/12/2017	1030	TECO	10/19-11/17 - 31126 Rd 52 Well		40.26	760.49
01/12/2017	1031	Venturesin.com, Inc.	Web Site Hosting - December		60.00	700.49
01/17/2017		CR Pasco Development	CF 2017.01	1,300.00		2,000.49
01/18/2017	1032	FLORIDA DIRT GROUP INC.	Inv. 16140		1,300.00	700.49
01/23/2017		CR Pasco Development	CF 2017-02	350.00		1,050.49
01/24/2017	1033	FLORIDA DIRT GROUP INC.	2017-02 CF		350.00	700.49
01/30/2017			GF 2017-06	5,916.40		6,616.89
01/31/2017	1034	DPFG	CDD/Field Mgmt - January		4,750.00	1,866.89
01/31/2017	1035	Pasco County Property Appraiser	Tax Collection Assessment Fee		750.00	1,116.89
01/31/2017	1036	Straley Robin Vericker	Legal Svcs thru 12/15/16		333.50	783.39
01/31/2017	1037	TECO	11/17-12/20 - 31126 Rd 52 Well		82.90	700.49
1/31/2017	EOM	TOTALS		13,427.81	12,724.66	700.49
02/06/2017		CR Pasco Development	GF 2017-07	560.00		1,260.49
02/10/2017	ACH2102017	Paychex	Paychex EIB Invoice		206.50	1,053.99
02/17/2017	1038	Straley Robin Vericker	Legal Svcs thru 1/15/17		500.00	553.99
02/17/2017	1039	Venturesin.com, Inc.	Web Site Hosting - Jan		60.00	493.99
02/23/2017	80010	Ira Draper	BOS Mtg - 11/1/16		188.81	305.18
02/23/2017	80012DD	Lori Price	BOS Mtg - 11/1/16		183.87	121.31
02/23/2017	80011	Michael Lawson	BOS Mtg - 11/1/16		184.70	-63.39
02/23/2017	ACH02232017	Paychex	BOS Mtg - 11/1/16		96.23	-159.62
02/23/2017	ACH2232017	Paychex	Paychex EIB Invoice		77.25	-236.87
2/28/2017	EOM	TOTALS		560.00	1,497.36	(236.87)
03/13/2017		CR Pasco Development	GF 2017-09	5,860.69		5,623.82
03/15/2017	1040	DPFG MANAGEMENT & CONSU	CDD/Field Mgmt - February		4,750.00	873.82
03/15/2017	1041	TECO	12/21-1/20 - 31126 Rd 52 Well		97.15	776.67
03/15/2017	1042	Venturesin.com, Inc.	Web Site Hosting - February		60.00	716.67
03/16/2017		CR Pasco Development	GF 2017-10, 11	5,200.70		5,917.37
03/17/2017	1043	DPFG MANAGEMENT & CONSU	CDD/Field Mgmt - March		4,750.00	1,167.37
03/17/2017	1044	Straley Robin Vericker	Legal Svcs thru 2/15/17		316.50	850.87
03/17/2017	1045	TECO	1/21-2/21 - 31126 Rd 52 Well		74.20	776.67
03/17/2017	1046	Venturesin.com, Inc.	Web Site Hosting - March		60.00	716.67
03/29/2017		CR Pasco Development	CF 2017-04	3,800.00		4,516.67
03/30/2017	1047	Burgess Civil	2017-04 CF		3,800.00	716.67
03/31/2017		Paychex	Deposit	181.50		898.17
03/31/2017		Paychex	Deposit	102.25		1,000.42
3/31/2017	EOM	TOTALS		15,145.14	13,907.85	1,000.42
04/06/2017		CR Pasco Development	GF 2017-12	4,750.00		5,750.42
04/06/2017		CR Pasco Development	CF 2017-03	11,500.00		17,250.42
04/06/2017	1048	GeoPoint Surveying, Inc	2017-03 CF		11,500.00	5,750.42
04/06/2017	1049	DPFG MANAGEMENT & CONSU	CDD/Field Mgmt - April		4,750.00	1,000.42
04/10/2017	ACH04102017	Paychex	EIB Invoice		25.00	975.42
04/24/2017	1050	TECO	2/22-3/21 - 31126 SR 52		126.22	849.20
4/30/2017	EOM	TOTALS		16,250.00	16,401.22	849.20

EXHIBIT 3.

RESOLUTION 2017-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIRADA COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2017/2018; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“Board”) of the Mirada Community Development District (“District”) prior to June 15, 2017, a proposed operations and maintenance budget for Fiscal Year 2017/2018; and

WHEREAS, the Board has considered the proposed budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIRADA COMMUNITY DEVELOPMENT DISTRICT:

1. **BUDGET APPROVED.** The operating budget proposed by the District Manager for Fiscal Year 2017/2018 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said approved budget is hereby declared and set for the following date, hour and location:

DATE: _____, 2017

HOUR: 9:00 am

LOCATION: Residence Inn
2101 Northpoint Parkway
Lutz, Florida 33558

3. **TRANSMITTAL OF BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the proposed budget to Pasco County, Florida at least 60 days prior to the hearing date set above.

4. **POSTING OF BUDGETS.** In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the approved proposed budget on the District's website at least two days before the budget hearing date as set forth in section 2.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 6TH DAY OF JUNE, 2017.

ATTEST:

**MIRADA COMMUNITY
DEVELOPMENT DISTRICT**

Signature

Signature

Printed Name

Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chair of the Board of Supervisors
- Vice Chair of the Board of Supervisors

Exhibit A: Proposed FY 2017/2018 Budget



Real Estate Consulting Services:

Land Secured Public Financing
School District
Reimbursement and Credit
Fiscal Impact
Service Districts
Municipal District Services
Development Impact Fee
Redevelopment District
Affordable Housing Financing
Other Public Financing
Compliance
Entitlement Analysis
Cash Flow Feasibility Analysis

Disclosure Services
Engineering Services
Project Management Services
Capital Markets Group
Property Tax Appeals
CDD Management Services
Look Back Diagnostic Review
Lender Services
Asset Management Services
Portfolio Management Services
Economic Impact
Market Analysis

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