

**MINUTES OF MEETING  
MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on Wednesday, January 16, 2019 at 3:00 p.m., at The Sports Club at Mediterra (Bella Vita I Room), 15735 Corso Mediterra Circle, Naples, Florida 34110.

**Present and constituting a quorum were:**

Robert Greenberg	Chair
Ken Tarr	Vice Chair
Mike Bishko	Assistant Secretary
Thomas H. Van Tassel	Assistant Secretary
Mary Wheeler	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Alyssa Willson ( <i>via telephone</i> )	District Counsel
Andy Tilton	District Engineer
Tim Richards	General Manager, MCA
Terry Wood	Director of Grounds Operations, MCA
Mary Loftus	Resident
Bob _____	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:05 p.m. Supervisors Greenberg, Tarr, Van Tassel and Wheeler were present, in person. Supervisor Bishko was not present at roll call.

**SECOND ORDER OF BUSINESS**

**Chairman's Comments**

Mr. Greenberg welcomed guests and wished everyone a happy New Year. He had no items to address.

**THIRD ORDER OF BUSINESS**

**Public Comments [3 minutes per person]**

Ms. Mary Loftus, a resident, presented photographs and voiced her concern about Lake #52 is inundated with unsightly algae and, although it gets treated, it is never clean. Mr.

Greenberg reviewed the Water Quality results, which indicate that total nitrogen is below the criteria, meaning that the pond's water quality is healthy; the pond scum is not necessarily a sign of a sick pond. Mrs. Adams was directed to confirm whether algae was included in the treatments that were completed and determine whether additional plantings were needed. Noting that the District has an annual budget, and the demands on the budget are more than the District is probably capable of funding within the current assessment levels, Mr. Greenberg stated that assessments could either be increased to increase the overall plantings around the community ponds or, if a pond fronts one or two communities or streets, residents of that community could contribute funds to purchase materials, the CDD could facilitate plant installations. Staff will inspect Lake #52 and present the findings at the next meeting. In response to question regarding whether the algae captured in the photograph was dead or alive, Mr. Adams replied that it was alive. Mr. Tilton explained that live algae is typically brown and unsightly; however, it uses up nutrients and leads to good water quality; the challenge in pond management is balancing the aesthetics with littoral plantings, which conceal the algae; where there are no littorals, algae is very obvious. Per Mr. Greenberg, Management was asked to include this item on the next agenda, consult with the District Engineer and the contractor and present the results of utilizing other technologies, such as the nano-bubbler system and introducing good bacteria, to keep ponds cleaner. Ms. Loftus was asked to notify her neighbors that Lake #52 will be an agenda item at the next meeting and to extend an invitation.

**FOURTH ORDER OF BUSINESS****Update: Preserve Management Plan and Implementation**

Mr. Adams stated the project was completed and reviewed by Johnson Engineering's Biologist, Mr. Gary Nychyk. All the areas, along with a few for which there were questions as to whether they were completed, were examined by Mr. Nychyk. He found that material may be lying down but it is alive; therefore, under the District's permit, it cannot be removed. As to whether the contractor was paid, Mr. Adams stated that a check will be sent this week.

**▪ Operations Manager**

**This item, previously Item 10D, was presented out of order.**

In response to a request for an update on the removal of the standing dead trees, Mrs. Adams recalled that the Board approved removal, in a not-to-exceed amount of \$10,000, and, as the clearing continued, more dead standing trees were discovered. Management asked

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SOLitude Lake Management (SOLitude) to review the 60' fire zone. SOLitude identified 112 additional standing dead trees and submitted a proposal for \$23,500 to cut and remove them. Mrs. Adams stated, since it will be costly and challenging to remove the debris in several areas, it might be best to just cut the trees but not remove them. Mr. Greenberg voiced his opinion that the cut trees would then increase the fuel load. Since the District previously budgeted for a three-year cycle of annual maintenance of the fire zone area, he suggested cutting the trees this year, at a reduced cost, and clearing could occur over the next two years. Discussion ensued regarding the budget, maintenance cycle and keeping low ground coverings or canopies. Mrs. Adams was asked to obtain a proposal only for cutting and to add this item to the next agenda.

**FIFTH ORDER OF BUSINESS**

**Continued Discussion: Planting of Lake Banks – Medici, Villa Lago and Villa Terrazza**

Mrs. Adams stated the project will commence in the summer, during rainy season. This item will be pulled from the agenda until June.

**SIXTH ORDER OF BUSINESS**

**Discussion Lake Bank Remediation Options**

Mrs. Adams stated that the tour of the littoral areas will be rescheduled due to a scheduling conflict. Management will tour the area and provide an update at the next meeting. Mr. Greenberg stated, since the CDD implemented the aeration system and improved water quality, the focus should be on aesthetics and creating a plan to upgrade the littoral plantings, on a rotating basis, similar to the fire wall reduction plan. Mr. Adams stated that the biggest hurdle with maintaining aquatic plants during the dry season is finding a water source.

**SEVENTH ORDER OF BUSINESS**

**PowerPoint Presentation to Property Owners**

Mr. Adams distributed a copy of the presentation prepared for the upcoming MCA Annual Meeting; Board Members should review it and email corrections or concerns to him.

**Mr. Bishko arrived at the meeting at 3:27 p.m.**

Mr. Adams will bring 50 to 100 copies of the presentation to the next MCA meeting to distribute to residents. Referencing slides, he provided an overview of the presentation and

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topic points, including the inception of the two CDDs, the merger in 2018, assessments, the Board Members, election process, that the District utilizes third-party contracts to provide administrative, financial, legal and engineering services, the water management system and map indicating the size of the community and the capital improvement projects.

Mr. Adams was asked to make the following changes to the presentation and submit it to the Board for further review:

- Add the locations of the five outfalls to the map.
- Remove all contractor and District Staff information except Wrathell, Hunt and Associates (WHA).
- Add locations of fires and bear sightings.
- Add information regarding the bond refunding and the interest rate decrease.
- Condense the bond refinance data and debt service figures.
- Add the following subjects to the presentation:
  - ✓ Upcoming projects.
  - ✓ Lake bank stabilization involving littoral plantings.
  - ✓ Continuing reduction of fuel load.
  - ✓ Water quality testing.
  - ✓ Rebuilding the surplus fund to minimize assessments.
  - ✓ Prudent financial management including restoring the fund balance.

Mr. Adams would incorporate the changes, circulate an edited version to the Board and finalize the report prior to the February 11, 2019 meeting.

## **EIGHTH ORDER OF BUSINESS**

### **Consideration of Uniform Collection Agreement with Lee County Tax Collector**

Mr. Adams stated that the District previously had a Uniform Collection Agreement through the Mediterra North CDD and, since there was a name change, the Lee County Tax Collector requested an updated Agreement that reflects the name change. Collier County is not requesting any such updates. In response to a request for clarification of Section 1, Clauses 4 and 5 of the Uniform Collection Agreement, Mr. Adams stated that it involves putting the assessments on the property tax bill for collection and, in the event a property owner does not pay their taxes, it goes to a tax certificate sale, instead of a foreclosure, allowing the

homeowner two extra years to pay the back taxes and retain ownership of the property. At year three, it goes to a tax deed sale.

**On MOTION by Mr. Tarr and seconded by Mr. Van Tassel, with all in favor, authorizing the CDD to enter into the Uniform Collection Agreement with the Lee County Tax Collector, was approved.**

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of November 30, 2018**

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2018. In response to a question regarding The Club, Mr. Adams explained that the individual tasked with forwarding the invoices to The Club left WHA and it fell off the radar but it was now on the schedule to forward those bills to The Club. In response to a question regarding whether the District must have annual certified financials versus reviewed statements, Mr. Adams stated that governmental entities must have audited financials each year, which the CDD has. In response to the question of whether there are upcoming changes to the audit requirement, Mr. Adams stated that he was not aware of any changes but, regardless, the Master Trust Indenture requires annual audits.

**On MOTION by Ms. Wheeler and seconded by Mr. Bishko, with all in favor, the Unaudited Financial Statements as of November 30, 2018, were approved.**

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Hopping Green & Sams, P.A.***

There being no report, the next item followed.

**B. District Engineer: *Johnson Engineering, Inc.***

There being no report, the next item followed.

**C. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: February 20, 2019 at 3:00 P.M.**

The next meeting will be held on February 20, 2019 at 3:00 p.m.

**D. Operations Manager: *Wrathell, Hunt and Associates, LLC***

The Operations Manager's report occurred following the Fourth Order of Business.

- **Key Activity Dates**

This item was included for informational purposes.

Mrs. Adams provided the following updates:

- All hurricane-related limb debris in the ponds will be removed within the next few weeks, as the water levels are currently very low.
- MRI inspections will commence the first week of February.

In response to a question, Mrs. Adams confirmed that there will be an extra charge for this service. Per Mr. Greenberg, if the charges exceed \$5,000, the project must be brought back before the Board. Regarding the Brolio Lane memo, Mr. Greenberg asked Management to send a letter informing the homeowner that the debris in question is not on CDD property, thus the District will not take action.

**ELEVENTH ORDER OF BUSINESS**

**Approval of November 28, 2018 Regular Meeting Minutes**

Mr. Greenberg presented the November 28, 2018 Regular Meeting Minutes. All edits were previously submitted to Management.

**On MOTION by Mr. Bishko and seconded by Mr. Van Tassel, with all in favor, the November 28, 2018 Regular Meeting Minutes, as amended to incorporate edits previously submitted to Management, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Action Items**

Mr. Adams asked for input on the new format. Mr. Greenberg stated that he appreciated the new format.

Item 2: Mr. Greenberg felt that there should be an agreement between the MCA and HOA communities to address the drain pipes. Mr. Richards was asked to confer with the HOAs.

Item 4: There has been no response to the letter Management sent to Mr. Cowhig and no "Mediterra CDD" button was added onto The Club's website. Mr. Adams was asked to contact Carmen and inform her that the CDD Board is awaiting a response.

Item 5: It was added and the numbering was adjusted accordingly.

Items 7 and 8: Since they are identical, Item 8 would be removed.

Item 13: The difference is any prepayments that are in the system, as well as the debt service reserve.

Items 6, 11, 12, 13, 14, 15, 16, 18 and 19 were completed.

**THIRTEENTH ORDER OF BUSINESS**

**Old Business**

There being no old business, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Bishko recalled that the Board previously opted to acquire a loan to purchase aerators and not increase assessments and asked if the anticipated savings were realized to amortize the loan. Mr. Greenberg stated that, if the District is within its budget and Management has not identified any budgetary issues, then, in his opinion the savings are being achieved. Mr. Adams stated that the savings were realized but the Board found other areas to spend those funds so, as a result, for the upcoming year, the District did increase assessments, with some being to offset current year annual expenses and to replenish the surplus fund balance that was depleted. Discussion ensued regarding the budget and the fund balance.

Mr. Tarr stated that a new school will be built south of Padova and Easton Road will become the access way and he asked that this be included on the agenda. As it appears the project will eventually commence, he felt it important that the CDD share in the responsibility and receive periodic updates about the construction. Mr. Adams stated that Mr. Tilton could contact the South Florida Water Management District (SFWMD) and request an application to be included on an interested party notice list.

Mr. Tarr stated that quite a bit of drainage pipe is going into the old pig farm property and asked whose responsibility it is to inspect the pipes to make sure the debris is not funneled through those pipes and into the CDD's drainage systems. Discussion ensued regarding the pipes, the lakes, discharges, the construction and the County. Mr. Greenberg suggested monitoring Lake #3, as part of the annual inspections, to determine if there is any degradation of the pond due to the construction. Mr. Tarr stated that the Governor recently asked the SFWMD Board to resign and questioned if the Governor's action will have any impact other than on the executive level. Discussion ensued regarding the Governor and the resignations.

There being no public comments, the next item followed.

**SIXTEENTH ORDER OF BUSINESS**

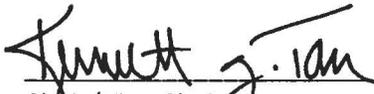
**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Ms. Wheeler and seconded by Mr. Van Tassel, with all in favor,  
the meeting adjourned at 4:17 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair