

# **MEDITERRA**

## **COMMUNITY DEVELOPMENT DISTRICT**

**June 16, 2021**

**BOARD OF SUPERVISORS**

**REGULAR MEETING**

**AGENDA**

**Mediterra Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889**

June 9, 2021

Board of Supervisors  
Mediterra Community Development District

<p><b><u>ATTENDEES:</u></b> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>
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Dear Board Members:

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on June 16, 2021 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110. The agenda is as follows:

1. Call to Order/Roll Call
2. Chairman's Comments
3. Presentation of Mediterra Community Development District's Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020, Prepared by McDirmit Davis
4. Consideration of Resolution 2021-09 Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020
5. Discussion/Consideration: RFPs for Preserve Fire Reduction Program (to be provided under separate cover)
6. Consideration of Resolution 2021-10, Adopting an Amended and Restated Policy Governing Engagement of District Staff by Board Members; and Providing for Severability and Effective Date
7. Discussion: Setting Website Content Policy
8. Continued Discussion: Fiscal Year 2022 Proposed Budget and Setting Assessment Levels for August Public Hearing
9. Discussion: Potential of Refinancing the Series 2012 and 2013 Bonds Prior to 10-Year Call Date Expiration
10. Update: Conservation Area Restoration Activities Behind 10806 Cortile Way
11. Acceptance of Unaudited Financial Statements as of April 30, 2021

12. Approval of May 19, 2021 Regular Meeting Minutes

13. Staff Reports

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

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

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

- NEXT MEETING DATE: August 18, 2021 at 9:00 A.M.

○ QUORUM CHECK

Mary Wheeler	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Kenneth Tarr	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
John Henry	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Robert Greenberg	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
Vicki Gartland	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

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

I. Key Activity Dates

II. Operations Financial Impact Analysis FY 2020-2021

14. Action/Agenda or Completed Items

15. Old Business

16. Supervisors' Requests

17. Public Comments

18. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,

Chesley "Chuck" E. Adams, Jr.

District Manager

**FOR RESIDENTS TO 'LISTEN IN' TO THE BOARD MEETING**  
 CALL IN NUMBER: 877-876-9176  
 CONFERENCE ID: MEDITERRA  
 PROGRAM TITLE: MEDITERRA CDD BOARD OF SUPERVISORS MEETING

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
 CALL-IN NUMBER WILL BE PROVIDED WITHIN 24 HOURS OF MEETING  
 FEEL FREE TO CONTACT 561-571-0010 FOR CALL-IN NUMBER  
 CONFERENCE ID: MEDITERRA  
 PROGRAM TITLE: MEDITERRA CDD BOARD OF SUPERVISORS MEETING

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**3**

# **Financial Report**

**September 30, 2020**

## **Mediterra Community Development District**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
*Mediterra Community Development District*

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, and each major fund of the *Mediterra Community Development District* (the "District"), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

The District's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the District as of September 30, 2020, and the respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis starting on page 3, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance on the management's discussion and analysis starting on page 3.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated April 23, 2021, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

*McDiarmid Davis*

Orlando, Florida  
April 23, 2021



Our discussion and analysis of the *Mediterra Community Development District's* (the "District") financial performance provides an overview of the District's financial activities for the fiscal years ended September 30, 2020 and 2019. Please read it in conjunction with the District's financial statements which immediately follow this discussion.

### **Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2020:

- The District's total assets exceeded its liabilities at September 30, 2020 by \$24,885,813, an increase in net position of \$478,806 in comparison with the prior year.
- At September 30, 2020, the District's governmental funds reported a combined fund balance of \$1,462,316, a decrease of \$104,310 in comparison with the prior year.

### **Using the Annual Report**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities on pages 7-8 provide information about the activities of the district as a whole and present a longer-term view of the District's finances. Fund financial statements start on page 9. For governmental activities, these statements tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds.

*Reporting the District as a whole* - Our analysis of the District as a whole begins on page 4. One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's net position and changes in net position. You can think of the District's net position - the difference between assets and liabilities - as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors; however, such as changes in the District's assessment base and the condition of the District's infrastructure, to assess the overall health of the District. The government-wide financial statements can be found on pages 7-8 of this report.

*Reporting the District's most significant funds* - Our analysis of the District's major funds begins on page 5. The fund financial statements begin on page 9 and provide detailed information about the most significant funds - not the District as a whole. Some funds are required to be established by State law and by bond covenants. All of the District's funds are governmental fund-types.

All of the District's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities and governmental funds in a reconciliation with the fund financial statements.

**Government-Wide Financial Analysis**

The following table reflects the condensed government-wide statements of net position as of September 30, 2020 and 2019:

Statement of Net Position

	<b>2020</b>	<b>2019</b>
Assets, excluding capital assets	\$ 1,498,896	\$ 1,618,047
Capital Assets, net of depreciation	35,407,441	35,942,176
<b>Total assets</b>	<b>36,906,337</b>	<b>37,560,223</b>
Deferred Outflows of Resources	118,569	128,670
Liabilities, excluding long-term liabilities	279,668	314,664
Long-term Liabilities	11,859,425	12,967,222
<b>Total liabilities</b>	<b>12,139,093</b>	<b>13,281,886</b>
Net Position		
Net investment in capital assets	23,666,585	23,103,624
Restricted for debt service	1,084,115	1,293,080
Unrestricted	135,113	10,303
<b>Total net position</b>	<b>\$ 24,885,813</b>	<b>\$ 24,407,007</b>

Changes in Net Position

	<b>2020</b>	<b>2019</b>
Revenues:		
Program revenues	\$ 2,187,571	\$ 2,156,643
General revenues	21,153	4,886
<b>Total revenues</b>	<b>2,208,724</b>	<b>2,161,529</b>
Expenses:		
General government	240,758	166,155
Maintenance and operations	863,107	1,019,479
Interest on long-term debt	626,053	666,078
<b>Total expenses</b>	<b>1,729,918</b>	<b>1,851,712</b>
<b>Change in net position</b>	<b>478,806</b>	<b>309,817</b>
Net position, beginning	24,407,007	24,097,190
<b>Net position, ending</b>	<b>\$ 24,885,813</b>	<b>\$ 24,407,007</b>

Governmental activities for the year ended September 30, 2020 increased the District's net position by \$478,806, as reflected in the table above.

**The District's Funds**

As the District completed the year, its governmental funds (as presented in the balance sheet on page 9 reported a combined fund balance of \$1,462,316 which is a decrease from last year's balance that totaled \$1,566,626. Significant transactions are discussed below.

- During the fiscal year ended September 30, 2020, \$633,904 of interest and \$1,110,000 of principal was paid on outstanding bonds and notes.

The fund balance of the Debt Service Fund decreased by \$229,120 in the current year because of excess prepayments of principal on outstanding bonds and notes.. The fund balance of the General Fund increased by \$124,810. At September 30, 2020, the District's governmental funds reported a combined fund balance of \$1,462,316. Of this total, \$13,042 is nonspendable, \$1,327,203 is restricted and the remainder is an unassigned fund balance of \$122,071.

**Governmental Funds Budgetary Highlights**

An operating budget was established by the government board for the District pursuant to the requirements of the Florida Statutes. The budget to actual comparison for the general fund, including the original budget and final adopted budget, is shown on page 12.

**Capital Asset and Debt Administration**

*Capital Assets*

At September 30, 2020, the District had approximately \$35.4 million invested in capital assets. This amount represents a net decrease of \$534,735 for current year depreciation.

<u>September 30,</u>	<u>2020</u>	<u>2019</u>	<u>Change</u>
Capital Assets Not Being Depreciated	\$ 29,178,178	\$ 29,178,178	\$ -
Capital Assets Being Depreciated	16,430,330	16,430,330	-
<b>Total, prior to depreciation</b>	45,608,508	45,608,508	-
Accumulated depreciation	(10,201,067)	(9,666,332)	(534,735)
<b>Net capital assets</b>	<u>\$ 35,407,441</u>	<u>\$ 35,942,176</u>	<u>\$ (534,735)</u>

More information about the District's capital assets is presented in Note 4 to the financial statements.

*Debt*

At September 30, 2020, the District had \$11.9 million in bonds and notes outstanding. This amount represents a net decrease of \$1,110,000 from the prior fiscal year.

<u>September 30,</u>	<u>2020</u>	<u>2019</u>	<u>Change</u>
Series 2012 Bonds	\$ 8,670,000	\$ 9,550,000	\$ (880,000)
Series 2013 Bonds	3,030,000	3,180,000	(150,000)
Series 2016 Note	191,737	271,737	(80,000)
	<u>\$ 11,891,737</u>	<u>\$ 13,001,737</u>	<u>\$ (1,110,000)</u>

Additional information on the District's long-term debt is presented in Note 5 to the financial statements.

**Contacting the District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the District's finances and to show the District's accountability for the funds it receives. If you have questions about this report or need additional financial information, contact the Mediterra Community Development District's, Finance Department at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

## FINANCIAL STATEMENTS

Mediterra Community Development District  
**Statement of Net Position**  
September 30, 2020

	<b>Governmental Activities</b>
<b>Assets:</b>	
Cash	\$ 149,199
Assessments receivable	14,531
Due from other governmental agencies	4,225
Prepaid	10,696
Deposits	2,346
Restricted assets:	
Temporarily restricted investments	1,317,899
Capital assets:	
Capital assets not being depreciated	29,178,178
Capital assets being depreciated, net	6,229,263
<b>Total assets</b>	<b>36,906,337</b>
<b>Deferred Outflows of Resources:</b>	
Deferred charge on refunding	118,569
<b>Liabilities:</b>	
Accounts payable and accrued expenses	36,580
Accrued interest payable	243,088
Noncurrent liabilities:	
Due within one year	853,000
Due in more than one year	11,006,425
<b>Total liabilities</b>	<b>12,139,093</b>
<b>Net Position:</b>	
Net investment in capital assets	23,666,585
Restricted for debt service	1,084,115
Unrestricted	135,113
<b>Total net position</b>	<b>\$ 24,885,813</b>

Mediterra Community Development District  
**Statement of Activities**  
Year Ended September 30, 2020

Functions/Programs	Expenses	Program Revenue		Net (Expense)
		Charges for Services	Operating Grants and Contributions	Revenue and Changes in Net Position
				Governmental Activities
Governmental activities:				
General government	\$ 240,758	\$ 163,428	\$ -	\$ (77,330)
Maintenance and operations	863,107	585,875	-	(277,232)
Interest on long-term debt	626,053	1,425,710	12,558	812,215
<b>Total governmental activities</b>	<b>\$ 1,729,918</b>	<b>\$ 2,175,013</b>	<b>\$ 12,558</b>	<b>457,653</b>
General Revenues:				
Investment income				164
Miscellaneous				20,989
Total general revenues				21,153
<b>Change in net position</b>				<b>478,806</b>
Net position, beginning				24,407,007
<b>Net position, ending</b>				<b>\$ 24,885,813</b>

Mediterra Community Development District  
**Balance Sheet - Governmental Funds**  
September 30, 2020

	<u>General</u>	<u>Debt Service</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>			
Cash	\$ 149,199	\$ -	\$ 149,199
Investments	-	1,317,899	1,317,899
Assessments receivable	4,489	10,042	14,531
Due from other governments	4,225	-	4,225
Due from other funds	-	10	10
Prepaid	10,696	-	10,696
Deposits	2,346	-	2,346
<b>Total assets</b>	<u>\$ 170,955</u>	<u>\$ 1,327,951</u>	<u>\$ 1,498,906</u>
<b>Liabilities and Fund Balances:</b>			
Liabilities:			
Accounts payable and accrued expenses	\$ 35,832	\$ 748	\$ 36,580
Due to other funds	10	-	10
<b>Total liabilities</b>	<u>35,842</u>	<u>748</u>	<u>36,590</u>
Fund Balances:			
Nonspendable	13,042	-	13,042
Restricted for debt service	-	1,327,203	1,327,203
Unassigned	122,071	-	122,071
<b>Total fund balances</b>	<u>135,113</u>	<u>1,327,203</u>	<u>1,462,316</u>
<b>Total liabilities and fund balances</b>	<u>\$ 170,955</u>	<u>\$ 1,327,951</u>	
<b>Amounts reported for governmental activities in the statement of net position are different because:</b>			
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.			35,407,441
Deferred charge on refunding, which are expenditures in the fund statements, are deferred and amortized over the life of the bonds.			118,569
Liabilities not due and payable from current available resources are not reported in governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide statements.			
	Accrued interest payable	(243,088)	
	Bonds and notes payable	<u>(11,859,425)</u>	<u>(12,102,513)</u>
<b>Net Position of Governmental Activities</b>			<u>\$ 24,885,813</u>



Mediterra Community Development District  
**Statement of Revenues, Expenditures and Changes in the Fund Balances**  
**Governmental Funds**  
Year Ended September 30, 2020

	<u>General</u>	<u>Debt Service</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>			
Special assessments	\$ 749,303	\$ 1,425,710	\$ 2,175,013
Investment and other income	21,153	12,558	33,711
<b>Total revenues</b>	<u>770,456</u>	<u>1,438,268</u>	<u>2,208,724</u>
<b>Expenditures:</b>			
Current:			
General government	225,193	15,565	240,758
Maintenance and operations	328,372	-	328,372
Debt service:			
Interest	12,081	621,823	633,904
Principal	80,000	1,030,000	1,110,000
<b>Total expenditures</b>	<u>645,646</u>	<u>1,667,388</u>	<u>2,313,034</u>
<b>Excess (Deficit) of Revenues Over Expenditures</b>	<u>124,810</u>	<u>(229,120)</u>	<u>(104,310)</u>
<b>Net change in fund balances</b>	124,810	(229,120)	(104,310)
Fund balances, beginning of year	10,303	1,556,323	1,566,626
<b>Fund balances, end of year</b>	<u>\$ 135,113</u>	<u>\$ 1,327,203</u>	<u>\$ 1,462,316</u>

Mediterra Community Development District  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of  
 Governmental Funds to the Statement of Activities**  
 Year Ended September 30, 2020

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Amounts reported for Governmental Activities in the Statement of Activities are different because:

Net Change in Fund Balances - total governmental funds (page 10)	\$	(104,310)
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Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources; however, in the statement of net position the cost of those assets is recorded as capital assets. Depreciation on capital assets is not recognized in the governmental fund statement, however, depreciation is reported as an expense in the statement of net position.

Depreciation	(534,735)
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The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal on long-term debt uses current financial resources of governmental funds. Neither transaction however has any effect on net position.

Repayment of bonds and notes payable	1,110,000
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Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Change in accrued interest	20,155	
Amortization of deferred charge on refunding	(10,101)	
Amortization of bond discount	(2,203)	7,851
<b>Change in Net Position of Governmental Activities (page 8)</b>	<b>\$</b>	<b>478,806</b>

Mediterra Community Development District  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual - General Fund**  
Year Ended September 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
Special assessments	\$ 746,472	\$ 746,472	\$ 749,303	\$ 2,831
Investment income	-	-	21,153	21,153
<b>Total revenues</b>	<u>746,472</u>	<u>746,472</u>	<u>770,456</u>	<u>23,984</u>
<b>Expenditures:</b>				
Current:				
General government	201,132	201,132	225,193	(24,061)
Maintenance and operations	452,340	452,340	328,372	123,968
Debt Service:				
Principal	-	-	80,000	(80,000)
Interest	-	-	12,081	(12,081)
<b>Total expenditures</b>	<u>653,472</u>	<u>653,472</u>	<u>645,646</u>	<u>7,826</u>
<b>Excess (Deficit) of Revenues Over Expenditures</b>	<u>93,000</u>	<u>93,000</u>	<u>124,810</u>	<u>31,810</u>
Fund balance, beginning	<u>10,303</u>	<u>10,303</u>	<u>10,303</u>	-
<b>Fund balance, ending</b>	<u>\$ 103,303</u>	<u>\$ 103,303</u>	<u>\$ 135,113</u>	<u>\$ 31,810</u>

**NOTES TO FINANCIAL STATEMENTS**

**NOTE 1            NATURE OF ORGANIZATION**

The Mediterra Community Development District (the "District") previously known as Mediterra South Community Development District (the "South"), was established on September 14, 1999, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190 of the Florida Statutes, by Collier County Ordinance No. 99-67 and amended its boundaries on July 2, 2001 by Collier County Ordinance 2001-38. The Act provides, among other things, the power to manage basic services for community development, the power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

On June 11, 2018, The South merged with Mediterra North Community Development District to operate under the new name of the District.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by a Board of Supervisors (the "Board"), which is composed of five members. The Supervisors are elected by qualified electors living within the District. The Board of Supervisors of the District exercises all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has a final responsibility for:

- Assessing and levying special assessments
- Approving budgets
- Exercising control over facilities and property
- Controlling the use of funds generated by the District
- Approving the hiring and firing of key personnel
- Financing improvements

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include or exclude a potential component unit in the reporting entity was made by applying the criteria set forth by Generally Accepted Accounting Principles (GAAP). The primary criteria for including organizations within the District's reporting entity, is defined by the Governmental Accounting Standards Board (GASB) Statement No. 14, 39 and 61. The District is financially accountable if it appoints a voting majority of the organization's governing body and (a) a separately elected governing board, (b) a governing board appointed by a higher level of government, or a jointly appointed board. Based on the foregoing criteria, no potential component units were found.

**NOTE 2            SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the District conform to Generally Accepted Accounting Principles (GAAP) as applicable to governments in accordance with those promulgated by the Governmental Accounting Standards Board (GASB). The following is a summary of the District's more significant accounting policies:

**Government-wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all the non-fiduciary activities of the primary government. Governmental activities, which normally are supported by assessments, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The business-type activities are reported separately in government-wide financial statements; however, at September 30, 2020, the District did not have any significant business-type activities. Therefore, no business-type activities are reported. Assessments and other items not properly included as program revenues (i.e., charges to customers or applicants who purchase, use, or directly benefit from goods or services) are reported as general revenues.

**NOTE 2                   SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

**Measurement Focus, Basis of Accounting and Basis of Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and other similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

The District's Assessments are included on the property tax bill that all landowner's receive. The Florida Statutes provide that special assessments may be collected by using the Uniform Method. Under the Uniform Method, the District's Assessments will be collected together with County and other taxes. These Assessments will appear on a single tax bill issued to each landowner subject to such. The statutes relating to enforcement of County taxes provide that County taxes become due and payable on November 1 of the year when assessed or as soon thereafter as certified tax roll is received by the Tax Collector and constitute a lien upon the land from January 1 of such year until paid or barred by operation of law. Such taxes (together with any assessments, being collected by the Uniform Method) are to be billed, and landowners in the District are required to pay all such taxes and assessments, without preference in payment of any particular increment of the tax bill, such as the increment owing for the District's Assessments. Upon any receipt of moneys by the Tax Collector from the Assessments, such moneys will be delivered to the District.

All city, county, school and special district ad valorem taxes, non-ad valorem special assessments and voter-approved ad valorem taxes levied to pay principal of and interest on bonds, including the District Assessments, that are collected by the Uniform Method are payable at one time. If a taxpayer does not make complete payment of the total amount, he or she cannot designate specific line items on his or her tax bill as deemed paid in full and such partial payment is not to be accepted and is to be returned to the taxpayer, provided, however that a taxpayer may contest a tax assessment pursuant to certain conditions in Florida Statutes and other applicable law.

Under the Uniform Method, if the Assessments are paid during November when due or at any time within thirty (30) days after mailing of the original tax notice or during the following three months, the taxpayer is granted a variable discount equal to 4% in November and decreasing one percentage point per month to 1% in February. March payments are without discount. Pursuant to Section 197.222, Florida Statutes, taxpayers may elect to pay estimated taxes, which may include non-ad valorem special assessments such as the District's Assessments in quarterly installments with a variable discount equal to 6% on June 30 decreasing to 3% on December 31, with no discount on March 31. All unpaid taxes and assessments become delinquent on April 1 of the year following assessment, and the Tax Collector is required to collect taxes prior to April 1 and after that date to institute statutory procedures upon delinquency to collect assessed taxes. Delay in the mailing of the notices to taxpayers may result in a delay throughout this process.

Collection of Delinquent Assessments under the Uniform Method is, in essence, based upon the sale by the Tax Collector of "tax certificates" and remittance of the proceeds of such sale to the District for payment of the Assessment due.

**NOTE 2                   SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The District reports the following major governmental funds:

*General Fund* - The General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in other funds.

*Debt Service Fund* - The Debt Service Fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

For the year ended September 30, 2020, the District does not report any proprietary funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

**Cash, Deposits and Investments**

The District maintains deposits with "Qualified Public Depositories" as defined in Chapter 280, Florida Statutes. All Qualified Public Depositories must place with the Treasurer of the State of Florida securities in accordance with collateral requirements determined by the State's Chief Financial Officer. In the event of default by a Qualified Public Depository, the State Treasurer will pay public depositors all losses. Losses in excess of insurance and collateral will be paid through assessments between all Qualified Public Depositories.

Under this method, all the District's deposits are fully insured or collateralized at the highest level of security as defined by *Governmental Accounting Standards Board, Statement Number 40, Deposits and Investment Disclosures (An Amendment of Governmental Accounting Standards Board, Statement Number 3)*.

Investments of the District are reported at fair value and are categorized within the fair value hierarchy established in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. The District's investments consist of investments authorized in accordance with Section 218.415, Florida Statutes.

**Capital Assets**

Capital assets, which include primarily infrastructure assets (e.g., roads, sidewalks, water management systems and similar items), are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial/individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost and estimated historical cost if purchased or constructed. Donated assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant, and equipment of the primary government are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure	10 - 30
Improvements Other than Buildings	10 - 15

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

**NOTE 2                   SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of premiums or discounts. Bond issuance costs are expensed.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District has one item that qualifies for reporting in this category for the year ended September 30, 2020.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The District does not have any item that qualifies for reporting in this category for the year ended September 30, 2020.

**Net Position Flow Assumptions**

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted - net position to have been depleted before unrestricted-net position is applied.

**Fund Balance Flow Assumptions**

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources (total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

**Fund Balance Policies**

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes fund balance amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The Board of Supervisors is the highest level of decision-making authority for the government that can, by adoption of an ordinance or resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance or resolution remains in place until a similar action is taken to remove or revise the limitation.



## **NOTE 2           SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The Board of Supervisors has authorized the District Manager to assign amounts for specific purposes. The Board of Supervisors may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above and additional action is essential to either remove or revise a commitment.

### **Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the U.S. requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

### **New Accounting Standards Issued**

In fiscal year 2020, the District implemented Government Accounting Standards Board (GASB) Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. This statement provides temporary relief to governments and other stakeholders in light of the COVID-19 pandemic by postponing the effective dates of provisions in certain other statements. There was no effect on beginning balances of the District for implementation of this Statement.

### **Stewardship, Compliance and Accountability**

#### *Budgetary Information*

The District is required to establish a budgetary system and an approved annual budget. Annual budgets are legally adopted on a basis consistent with generally accepted accounting principles for the general fund. Any revision to the budget must be approved by the District Board. The budgets are compared to actual expenditures. In instances where budget appropriations and estimated revenues have been revised during the year, budget data presented in the financial statements represent final authorization amounts.

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

- Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- A public hearing is conducted to obtain comments.
- Prior to October 1, the budget is legally adopted by the District Board.
- Certain budget changes must be approved by the District Board.
- Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

## **NOTE 3           DEPOSITS AND INVESTMENTS**

### **Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

At September 30, 2020, restricted cash of \$10,000 was included in the cash balance.

**NOTE 3 DEPOSITS AND INVESTMENTS (CONTINUED)**

**Investments**

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

Under GASB 72, assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable, and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Instead of establishing a written investment policy, the District elected to limit investments to those approved by Florida Statutes and the District Trust Indenture. Authorized District investments include, but are not limited to:

1. The Local Government Surplus Funds Trust Fund (SBA);
2. Securities and Exchange Commission Registered Money Market Funds with the highest credit quality rating from a nationally recognized rating agency;
3. Interest-bearing time deposits or savings accounts in qualified public depositories;
4. Direct obligations of the U.S. Treasury.

The District has the following recurring fair value measurements as of September 30, 2020:

- Money market mutual funds of \$1,317,899 are valued using Level 2 inputs.

The following is a summary of the District's investments:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Credit Rating</u>	<u>Weighted Average Maturity</u>
First American Government Obligation Fund Y	\$ 1,317,899	AAAm	44 days
	<u>\$ 1,317,899</u>		

*Custodial credit risk:*

For an investment, custodial credit risk is the risk that the District will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The District has no formal policy for custodial risk. At September 30, 2020, all investments, except for investments in money market funds, were held in custodial accounts in the District's name by an independent custodial bank.

*Concentration risk:*

The District does not have a formal policy for addressing interest rate risk; however, investments are made with discretion, to see reasonable returns, preserve capital, and in general, avoid speculative investments. The District manages its exposure to declines in fair values from interest rate changes by reviewing the portfolio on an ongoing basis for changes in effective yield amounts.

**NOTE 3 DEPOSITS AND INVESTMENTS (CONTINUED)**

*Credit risk:*

Florida Statutes require investments held by the District to have the highest credit quality rating from a nationally recognized rating agency. The District complies with the requirements of the Florida Statutes.

*Interest rate risk:*

Florida Statutes provide that the investment portfolio be structured in such a manner as to provide sufficient liquidity to pay obligations as they come due. The District complies with the requirements of the Florida Statutes.

**NOTE 4 CAPITAL ASSETS**

Capital asset activity for the year ended September 30, 2020 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending Balance</u>
<b>Governmental Activities:</b>				
Capital Assets Not Being Depreciated:				
Land and improvements	\$ 29,178,178	\$ -	\$ -	\$ 29,178,178
<b>Total capital assets, not being depreciated</b>	<u>29,178,178</u>	<u>-</u>	<u>-</u>	<u>29,178,178</u>
Capital assets Being Depreciated:				
Infrastructure	15,868,539	-	-	15,868,539
Improvements other than buildings	561,791	-	-	561,791
<b>Total capital assets being depreciated</b>	<u>16,430,330</u>	<u>-</u>	<u>-</u>	<u>16,430,330</u>
<b>Total capital assets</b>	<u>45,608,508</u>	<u>-</u>	<u>-</u>	<u>45,608,508</u>
Less Accumulated Depreciation for:				
Infrastructure	(9,104,541)	(534,735)	-	(9,639,276)
Improvements other than buildings	(561,791)	-	-	(561,791)
<b>Total accumulated depreciation</b>	<u>(9,666,332)</u>	<u>(534,735)</u>	<u>-</u>	<u>(10,201,067)</u>
<b>Total capital assets being depreciated, net</b>	<u>6,763,998</u>	<u>(534,735)</u>	<u>-</u>	<u>6,229,263</u>
<b>Governmental activities capital assets, net</b>	<u>\$ 35,942,176</u>	<u>\$ (534,735)</u>	<u>\$ -</u>	<u>\$ 35,407,441</u>

Depreciation of \$534,735 was allocated to maintenance and operations in the Statement of Activities. The infrastructure for the District is completed.

**NOTE 5            BONDS AND NOTES PAYABLE**

**Capital Improvement Revenue Refunding Bonds, Series 2012 - Public Offering**

On May 17, 2012, the District issued \$13,455,000 Series 2012 Capital Improvement Revenue Refunding Bonds. The Series 2012 Bonds are a combination of Serial Bonds of \$6,355,000 and Term Bonds of \$7,100,000. Serial Bonds gradually mature from May 1, 2013 through May 1, 2023 with variable interest rates ranging from 2.4% to 4.65%. The Term Bonds are due May 1, 2031 with a fixed interest rate of 5.1%. Interest is paid semi-annually on each May 1 and November 1. The Bonds were issued to refund and redeem all of the outstanding principal amount of the Series 1999A in the amount of \$3,380,000 and the Series 2001 in the amount of \$4,165,000. The District also loaned Bond funds of \$6,025,000 to the Mediterra North CDD pursuant to the Interlocal Agreement (the "North Loan") to finance the refunding and redemption of the entire outstanding principal amount of the North District's Capital Improvement Revenue Bonds, Series 2001A in the amount of \$6,025,000. As part of the merger the bond balance is consolidated in 2018 fiscal year. The Bonds are secured by the pledge of revenues derived from the collection of non-ad valorem special assessments.

The Series 2012 Bonds will be payable from and secured by the Series 1999 and 2001 Mediterra South Assessments and the Series 2001 Mediterra North Assessments, the North District has agreed to levy and collect assessments within the North District allocable to the 2001 North Project and to deposit such revenues with the Trustee in order to pay debt service of the Series 2012 Bonds. It is currently estimated that approximately 45% of the total debt service of the Series 2012 Bonds will be paid from revenue received by the Trustee from the North District.

Some of the bonds are subject to optional, mandatory and extraordinary redemption at par on a schedule of annual redemption maturity dates. The District is required to redeem the bonds at par prior to schedule from the proceeds of any assessments prepaid or if certain events occur as outlined in the Bond Indenture.

The Bond Indenture requires that the District maintain adequate funds in a reserve account to meet the debt service reserve requirements as defined in the Indenture. The requirement has been met for the fiscal year ended September 30, 2020.

The Bond Indentures have certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agreed to levy special assessments in annual amounts adequate to provide payment of debt service. The District is in compliance with the requirements of the Bond Indentures. In the event of default, Bonds outstanding to be due and payable immediately.

As September 30, 2020, total principal and interest remaining on the Series 2012 Bonds was \$11,511,090. For the current fiscal year, interest and principal of \$1,349,998 was paid on these bonds. Special assessment revenue pledged was \$1,107,808 in the current year.

**Capital Improvement Revenue Refunding Bonds, Series 2013 - Public Offering**

On May 3, 2013, the District issued \$4,030,000 Series 2013 Capital Improvement Revenue Refunding Bonds. The Series 2013 Bonds consist of \$1,640,000 Term Bonds due May 1, 2024 with a fixed interest rate of 4.125% and \$2,390,000 Term Bonds due May 1, 2034 with a fixed interest rate of 5.0%. Interest is paid semi-annually on each May 1 and November 1. Principal on the Series 2013 Bonds is paid serially and commences on May 1, 2014. The Bonds were issued to redeem and refund the Series 2003A Bonds and are secured by the pledge of revenues derived from the collection of non-ad valorem special assessments.

The bonds are subject to optional, mandatory and extraordinary redemption at certain maturity dates. The District is required to redeem the bonds at par prior to schedule from the proceeds of any assessments prepaid or if certain events occur as outlined in the Bond Indenture.

The Bond Indenture requires that the District maintain adequate funds in a reserve account to meet the debt service reserve requirements as defined in the Indenture. The requirement has been met for the fiscal year ended September 30, 2020.

**NOTE 5                    BONDS AND NOTES PAYABLE (CONTINUED)**

The Bond Indentures have certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agreed to levy special assessments in annual amounts adequate to provide payment of debt service. The District is in compliance with the requirements of the Bond Indentures. In the event of default, Bonds outstanding to be due and payable immediately.

As of September 30, 2020, total principal and interest remaining on the Series 2013 Bonds was \$4,267,745. For the current fiscal year, interest and principal of \$301,825 was paid on these bonds. Special assessment revenue pledged was \$317,902 in the current year.

**Improvement Revenue Note, Series 2016 - Private Placement**

In May 2017, the District issued \$400,000 Series 2016 Improvement Revenue Note from Florida Community Bank, N.A. with a fixed interest rate of 4.0%. Interest is paid semi-annually on each May 1 and November 1. Principal payments are due May 1 each year beginning May 1, 2018. The Note was issued to provide funds to finance a capital improvement project.

The Note is secured by special assessment and other assets of the District. The Note Agreement requires that the District maintain adequate funds in a reserve account to meet the debt service reserve requirements as defined in the Note Agreement. The requirement has been met for the fiscal year ended September 30, 2020. In the event of default, the Lender may declare the entire amount immediately due and payable without notice to the District.

As of September 30, 2020, total principal and interest remaining on the Series 2016 Note was \$201,397. For the current fiscal year, interest and principal of \$92,081 was paid on this Note. Special assessment revenue pledged was \$637,248 in the current year.

The balance of the long-term bonds at September 30, 2020 is summarized as follows:

<u>September 30</u>	<u>2020</u>
Bond Principal Balance	\$ 11,700,000
Less Unamortized Bond Discount	(32,312)
Net Balance	<u>\$ 11,667,688</u>

Long-term liability activity for the year ended September 30, 2020 was as follows:

	<u>Beginning Balance</u>	<u>Reductions</u>	<u>Amortization</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Special Assessment Revenue Bonds,					
Series 2012	\$ 9,550,000	\$ (880,000)	\$ -	\$ 8,670,000	\$ 615,000
Series 2013	3,180,000	(150,000)	-	3,030,000	155,000
Original Issue Discount	(34,515)	-	2,203	(32,312)	-
Improvement Revenue Note, Series 2016	271,737	(80,000)	-	191,737	83,000
<b>Total</b>	<u>\$ 12,967,222</u>	<u>\$ (1,110,000)</u>	<u>\$ 2,203</u>	<u>\$ 11,859,425</u>	<u>\$ 853,000</u>

**NOTE 5 BONDS AND NOTES PAYABLE (CONTINUED)**

At September 30, 2020, the scheduled debt service requirements on long-term debt were as follows:

<u>Year Ending September 30,</u>	<u>Bonds Payable</u>		<u>Notes Payable</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
2021	\$ 770,000	\$ 576,648	\$ 83,000	\$ 6,760	\$ 1,436,408
2022	805,000	543,194	108,737	3,440	1,460,371
2023	840,000	507,588	-	-	1,347,588
2024	885,000	469,420	-	-	1,354,420
2025	930,000	426,040	-	-	1,356,040
2026 - 2030	5,435,000	1,369,990	-	-	6,804,990
2031 - 2035	2,035,000	185,955	-	-	2,220,955
	<u>\$ 11,700,000</u>	<u>\$ 4,078,835</u>	<u>\$ 191,737</u>	<u>\$ 10,200</u>	<u>\$ 15,980,772</u>

**NOTE 6 OTHER TRANSACTIONS**

During the year ended September 30, 2020, a Builder paid assessments of approximately \$93,900, for lots owned by the Builder. For the fiscal year ended September 30, 2020, the Mediterra Golf Club paid assessments totaling \$112,055.

**NOTE 7 MAINTENANCE SERVICE AGREEMENT**

On June 26, 2014, the District entered into a maintenance service agreement with Mediterra Community Association, Inc. ("the Association"). The Association shall provide, at no cost, routine landscape maintenance services; provided, however, installation of additional plant material of any kind shall be at the cost of the District's cost.

**NOTE 8 RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District maintains commercial insurance coverage to mitigate the risk of loss. Coverage may not extend to all situations. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. The District has not experienced any insurance claims under the commercial coverage in the previous three years.

**NOTE 9 MANAGEMENT COMPANY**

The District has contracted with a management company to perform management consulting services, which include financial consulting and accounting services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreements, the District compensates the management company for management, accounting, financial reporting and other administrative costs.

**COMPLIANCE SECTION**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
*Mediterra Community Development District*

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, and each major fund of the *Mediterra Community Development District* (the "District") as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated April 23, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*McDermitt Davis*

Orlando, Florida  
April 23, 2021



## MANAGEMENT LETTER

Board of Supervisors  
*Mediterra Community Development District*

### Report on the Financial Statements

We have audited the financial statements of the *Mediterra Community Development District* (the "District"), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated April 23, 2021.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

### Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated April 23, 2021, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, require that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no such findings in the preceding annual financial audit report.

### Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been disclosed in the notes to the financial statements.

### Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5b.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

**Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*McDiarmid Davis*

Orlando, Florida  
April 23, 2021



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Orlando, Florida 32803  
407-843-5406  
www.mcderrittdavis.com

**INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE WITH  
THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES**

Board of Supervisors  
*Mediterra Community Development District*

We have examined Mediterra Community Development District's (the "District") compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2020. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.

*McDermitt Davis*

Orlando, Florida  
April 23, 2021

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2021-09**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT HEREBY ACCEPTING THE  
AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2020**

**WHEREAS**, the District's Auditor, McDirmit Davis, has heretofore prepared and submitted to the Board, for accepting, the District's Audited Financial Report for Fiscal Year 2020;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS  
OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT;**

1. The Audited Financial Report for Fiscal Year 2020, heretofore submitted to the Board, is hereby accepted for Fiscal Year 2020, for the period ending September 30, 2020; and
2. A verified copy of said Audited Financial Report for Fiscal Year 2020 shall be attached hereto as an exhibit to this Resolution, in the District's "Official Record of Proceedings".

**PASSED AND ADOPTED** this 16<sup>th</sup> day of June, 2021.

**MEDITERRA COMMUNITY DEVELOPMENT  
DISTRICT**

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Secretary/Assistant Secretary

---

Chair/Vice Chair, Board of Supervisors

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**6**

## **RESOLUTION 2021-10**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED AND RESTATED POLICY GOVERNING ENGAGEMENT OF DISTRICT STAFF BY BOARD MEMBERS; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, the Mediterra Community Development District (“District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in Collier County and Lee County, Florida; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, on May 18, 2016, the Board of Supervisors of the District (the “Board”) adopted Resolution 2016-6 setting forth a policy with respect to engagement of District Staff outside of Board meetings; and

**WHEREAS**, the District desires to implement a plan for engaging District Staff between meetings of the Board of Supervisors; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to amend and restate such policy (the “Engagement of District Staff Policy”) for immediate use and application.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** As stated in this resolution the term “District Staff” shall mean:

District Counsel and District Engineer.

**SECTION 2.** Outside meetings of the Board of Supervisors, the Chairman shall determine whether District Staff shall be engaged on matters which require attention before the next scheduled Board meeting. If any Supervisor other than the Chairman wishes to engage District Staff for a matter before the next scheduled Board meeting, the Board member shall make written request for such engagement to the District Manager, who shall transmit such request to the Chairman for a decision whether to engage District Staff. When the Chairman engages District Staff or approves another Supervisor’s request, the Chairman shall inform the District manager who will in turn inform the other Supervisors. Any engagement anticipated to exceed \$5,000 in fees (exclusive of costs) shall be presented to the Board for approval at the next scheduled meeting of the Board; provided, however, that nothing in this sentence shall nullify or impede the engagement prior to the next scheduled meeting of the Board. If the Chairman

anticipates the engagement to exceed \$5,000 in fees or otherwise at his or her discretion, the Chairman shall call a special meeting of the Board to approve the requested engagement of District Staff.

**SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed. Furthermore, upon its passage this resolution supersedes any Engagement of District Staff Policy previously adopted by the District, including but not limited to the policy adopted pursuant to Resolution 2016-6.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of June, 2021.

**ATTEST:**

**MEDITERRA COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**Secretary/Assistant Secretary**

\_\_\_\_\_  
**Chair/Vice Chair, Board of Supervisors**



**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**8**

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2022  
PROPOSED BUDGET**

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
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**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 001 BUDGET  
FISCAL YEAR 2022**

	Fiscal Year 2021				Proposed Budget FY 2022
	Adopted	Actual through 3/31/2021	Estimated through 9/30/2021	Total Actual and Estimated	
<b>REVENUES</b>					
Assessment levy: on-roll - gross	\$ 759,316				\$1,140,078
Allowable Discounts (4%)	(30,373)				(45,603)
Assessment levy: on-roll - net	728,943	\$ 708,533	\$ 20,410	\$ 728,943	1,094,475
Assessment levy: off-roll	129,259	64,630	64,629	129,259	-
Interest and miscellaneous	-	38	100	138	-
Total revenues	858,202	773,201	85,139	858,340	1,094,475
<b>EXPENDITURES</b>					
<b>Professional &amp; admin</b>					
Supervisors	9,900	4,306	5,594	9,900	9,900
Management	48,000	24,000	24,000	48,000	48,000
Accounting	16,700	8,350	8,350	16,700	16,700
Audit	10,000	-	10,000	10,000	10,000
Legal	10,000	4,086	5,914	10,000	10,000
Field management	15,300	7,650	7,650	15,300	15,300
Engineering	95,000	42,129	52,871	95,000	95,000
Trustee	10,000	-	10,000	10,000	10,000
Dissemination agent	4,000	2,000	2,000	4,000	4,000
Arbitrage rebate calculation	1,500	-	1,500	1,500	1,500
Assessment roll preparation	5,000	2,500	2,500	5,000	5,000
Telephone	259	129	130	259	259
Postage	1,000	597	403	1,000	1,000
Insurance	11,750	10,696	-	10,696	11,800
Printing & binding	1,714	857	857	1,714	1,714
Legal advertising	4,000	1,556	2,444	4,000	4,000
Contingencies	2,500	1,170	1,330	2,500	2,500
Annual district filing fee	175	175	-	175	175
Website	705	705	-	705	705
ADA website compliance	210	210	-	210	210
Total professional & admin	247,713	111,116	135,543	246,659	247,763

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND 001 BUDGET  
FISCAL YEAR 2022**

	Fiscal Year 2021				Proposed Budget FY 2022
	Adopted	Actual through 3/31/2021	Estimated through 9/30/2021	Total Actual and Estimated	
<b>Water management</b>					
Contractual services	215,000	85,910	121,130	207,040	237,400
Aquascaping/aesthetic enhance/pipe cleanou	100,000	6,325	35,000	41,325	100,000
Conservation area fire mitigation clean up	-	-	-	-	175,000
Lake bank-erosion repairs	-	-	-	-	75,000
Electricity	31,500	15,053	16,447	31,500	31,500
Capital Outlay-Drain Pipe Repair	78,000	116,000	18,000	134,000	-
Future aeration replacement	17,340	3,648	13,692	17,340	9,000
Capital outlay-aeration FCB loan pymt	89,960	4,074	85,886	89,960	89,960
Total water management	<u>531,800</u>	<u>231,010</u>	<u>290,155</u>	<u>521,165</u>	<u>717,860</u>
<b>Other fees and charges</b>					
Property appraiser & tax collector	18,729	9,593	9,136	18,729	28,852
Total other fees and charges	<u>18,729</u>	<u>9,593</u>	<u>9,136</u>	<u>18,729</u>	<u>28,852</u>
Total expenditures and other uses	<u>798,242</u>	<u>351,719</u>	<u>434,834</u>	<u>786,553</u>	<u>994,475</u>
Excess/(deficiency) of revenues over/(under) expenditures	59,960	421,482	(349,695)	71,787	100,000
Net increase/(decrease) of fund balance	59,960	421,482	(349,695)	71,787	100,000
Fund balance - beginning (unaudited)	100,919	135,112	556,594	135,112	206,899
Fund balance - ending (projected)					
Assigned					
3 months working capital	-	-	-	-	248,619
Unassigned	160,879	556,594	206,899	206,899	58,280
Fund balance - ending (projected)	<u>\$ 160,879</u>	<u>\$ 556,594</u>	<u>\$ 206,899</u>	<u>\$ 206,899</u>	<u>\$ 306,899</u>

**Assessment Summary**

Description	Units	FY 2021	FY 2022	Total Revenue
		Actual Assessment	Proposed Assessment	
On-roll assessments	1,094.53	\$ 820.00	\$ 1,041.61	\$1,140,078

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITION OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

Supervisors	\$ 9,900
Supervisors pay is statutorily set at \$200 , per Supervisor, (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800, per Supervisor, for each fiscal year. It is anticipated the Board will meet 9 times a year.	
Management	48,000
<b>Wrathell, Hunt and Associates, LLC</b> , specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, oversee the issuance of tax exempt bonds, and operate and maintain the assets of the community.	
Accounting	16,700
Fees related to all aspects of accounting for the District funds, including budget and financial statement preparation, cash management and accounts payable. These functions are performed by <b>Wrathell, Hunt and Associates, LLC</b> , on behalf of the District.	
Audit	10,000
The District are required to complete annual, independent examinations of their accounting records and procedures. These audit is conducted pursuant to Florida Law and the Rules of the Florida Auditor General.	
Legal	10,000
Fees for on-going general counsel and legal representation on behalf of the District.	
Field management	15,300
<b>Wrathell, Hunt &amp; Associates, LLC</b> , is responsible for day-to-day field operations. These responsibilities include, but are not limited to, preparing and bidding services, contract administration, hiring and maintaining qualified personnel, preparing operating schedules and policies, ensuring compliance with operating permits, preparing and implementing field operating budgets, providing District-related information to the public and attending board meetings.	
Engineering	95,000
Johnson Engineering, Inc. provides an array of engineering, consulting, and construction services to the District, assisting them in crafting solutions with sustainability for the long-term interests of the community, while recognizing the needs of the government, environment and maintenance of the community's facilities.	
Trustee	10,000
Annual fees paid to U.S. Bank for acting as trustee, paying agent and registrar.	
Dissemination agent	4,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934. The District has amended their contracts with Wrathell, Hunt and Associates, LLC to provide this service.	
Arbitrage rebate calculation	1,500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate arbitrage rebate liability.	
Assessment roll preparation	5,000
The District has amended their contracts with Wrathell, Hunt and Associates, LLC to provide assessment roll management services.	
Telephone	259
Telephone and fax machine services.	
Postage	1,000
Mailing of agenda packages, overnight deliveries, correspondence, etc.	

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITION OF GENERAL FUND EXPENDITURES**

**EXPENDITURES (continued)**

Insurance		11,800
	The District carries public officials liability, general liability and fire damage insurance. The District has a general liability insurance limit of \$1,000,000 (\$2,000,000 general aggregate limit), a public officials liability limit of \$5,000,000 (\$5,000,000 general aggregate limit) and a fire damage liability limit of \$50,000.	
Printing & binding		1,714
	Letterhead, envelopes, copies, etc.	
Legal advertising		4,000
	Required advertisements for monthly meetings, special meetings, public hearings, bidding, etc.	
Contingencies		2,500
	Bank charges, automated AP routing and miscellaneous expenses incurred throughout the year.	
Annual district filing fee		175
	Annual fee paid to the Department of Economic Opportunity.	
Website		705
ADA website compliance		210
Contractual services		237,400
	Contracts entered into by the District for water management related professional services, including lake and wetland maintenance, monthly bacteria packs for lake 52 as well as water quality testing and cane toad removal.	
	Lake maintenance            200,000	
	Cane toad removal            22,000	
	Lake 52 bacteria            5,400	
	Water quality testing        10,000	
	<u>237,400</u>	100,000
Aquascaping/aesthetic enhance/pipe cleanout		
	Addresses the continued supplementation of the lake perimeter beneficial aquatic plant program as well as inspection and cleanout of District owned drainage pipes and structures. It is also anticipated that the District will continue the lake aesthetic enhancement program in 2022.	
Conservation area fire mitigation clean up		175,000
	This effort is a continuation of the program initiated by the District in 2017 which includes the vegetation and debris clean up of the District's Conservation Area perimeters that are adjacent to residences. It is anticipated that this program will be implemented on a three year rotational cycle so that 1/3rd of the	
Lake Bank-Erosion Repairs		75,000
	In fiscal year 2022, the District plans on continuing its lake bank erosion repair and mitigation efforts. Lakes 13 and 35 are planned to have rip raprock installed along the eroded shorelines.	
Electricity		
	Electrical expenses incurred relating to water management of the District.	
Future aeration replacement		9,000
	In 2018 the District adopted an aeration major component replacement schedule. The budgeted amount is per that schedule	
Capital outlay-aeration FCB loan pymt		89,960
	In 2017 the District completed the remaining aeration systems and began repaying the 5 year loan from FCB during fiscal year 2018 maturing during fiscal year 2023.	
Property appraiser & tax collector		28,852
	In Collier County the tax collector's fee is 1.5% of assessments collected and property appraiser's fee is 2.5% . In Lee County the tax collector's fee is \$1.50 per parcel and the property appraiser's fee is \$1.00 per parcel.	

\$ 994,475

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2012 (\$6,025,000 and \$7,430,000)  
REFUNDING MEDITERRA SOUTH SERIES 1999 & 2001  
FISCAL YEAR 2022**

	Fiscal Year 2021			Total Actual and Estimated	Proposed Budget FY 2022
	Adopted	Actual through 3/31/2021	Estimated through 9/30/2021		
<b>REVENUES</b>					
Assessment levy: on-roll - gross	\$ 1,112,497				\$ 1,100,919
Allowable Discounts (4%)	(44,500)				(44,037)
Assessment levy: on-roll - net	1,067,997	\$ 1,035,301	\$ 32,696	\$ 1,067,997	1,056,882
Assessment prepayments	-	6,868	-	6,868	-
Interest	-	35	-	35	-
Total Revenues	<u>1,067,997</u>	<u>1,042,204</u>	<u>32,696</u>	<u>1,074,900</u>	<u>1,056,882</u>
<b>EXPENDITURES</b>					
<b>Debt service</b>					
Principal	615,000	-	615,000	615,000	635,000
Principal prepayment	-	10,000	65,000	75,000	-
Interest	431,010	215,505	215,250	430,755	400,178
Total debt service	<u>1,046,010</u>	<u>225,505</u>	<u>895,250</u>	<u>1,120,755</u>	<u>1,035,178</u>
<b>Other fees &amp; charges</b>					
Property appraiser & tax collector	21,987	12,044	9,943	21,987	21,704
Total other fees & charges	<u>21,987</u>	<u>12,044</u>	<u>9,943</u>	<u>21,987</u>	<u>21,704</u>
Total expenditures	<u>1,067,997</u>	<u>237,549</u>	<u>905,193</u>	<u>1,142,742</u>	<u>1,056,882</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	804,655	(872,497)	(67,842)	-
Beginning fund balance (unaudited)	1,053,749	1,071,821	1,876,476	1,071,821	1,003,979
Ending fund balance (projected)	<u>\$1,053,749</u>	<u>\$1,876,476</u>	<u>\$1,003,979</u>	<u>\$1,003,979</u>	<u>1,003,979</u>
Use of fund balance					
Debt service reserve account balance (required)					(804,268)
Interest expense - November 1, 2022					(185,801)
Projected fund balance surplus/(deficit) as of September 30, 2022					<u>\$ 13,910</u>



## Mediterra

Community Development District

Series 2012 (Refunded Mediterra North CDD Series 2001 and Mediterra South CDD Series 1999 & 2001)  
\$6,025,000 and \$7,430,000

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2021	-	-	200,088.75	200,088.75
05/01/2022	635,000.00	4.500%	200,088.75	835,088.75
11/01/2022	-	-	185,801.25	185,801.25
05/01/2023	665,000.00	4.650%	185,801.25	850,801.25
11/01/2023	-	-	170,340.00	170,340.00
05/01/2024	695,000.00	5.100%	170,340.00	865,340.00
11/01/2024	-	-	152,617.50	152,617.50
05/01/2025	735,000.00	5.100%	152,617.50	887,617.50
11/01/2025	-	-	133,875.00	133,875.00
05/01/2026	775,000.00	5.100%	133,875.00	908,875.00
11/01/2026	-	-	114,112.50	114,112.50
05/01/2027	815,000.00	5.100%	114,112.50	929,112.50
11/01/2027	-	-	93,330.00	93,330.00
05/01/2028	855,000.00	5.100%	93,330.00	948,330.00
11/01/2028	-	-	71,527.50	71,527.50
05/01/2029	900,000.00	5.100%	71,527.50	971,527.50
11/01/2029	-	-	48,577.50	48,577.50
05/01/2030	950,000.00	5.100%	48,577.50	998,577.50
11/01/2030	-	-	24,352.50	24,352.50
05/01/2031	955,000.00	5.100%	24,352.50	979,352.50
<b>Total</b>	<b>\$7,980,000.00</b>	<b>-</b>	<b>\$2,389,245.00</b>	<b>\$10,369,245.00</b>

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND 204 BUDGET - SERIES 2013 BONDS  
FISCAL YEAR 2022**

	Fiscal Year 2021			Total Actual and Estimated	Proposed Budget FY 2022
	Adopted	Actual through 3/31/2021	Estimated through 9/30/2021		
<b>REVENUES</b>					
Assessment levy: on-roll - gross	\$ 329,677				\$ 328,913
Allowable discounts (4%)	(13,187)				(13,157)
Assessment levy: on-roll - net	316,490	\$ 308,527	\$ 7,963	\$ 316,490	315,756
Interest	-	8	-	8	-
Total revenues	316,490	308,535	7,963	316,498	315,756
<b>EXPENDITURES</b>					
<b>Debt service</b>					
Principal	155,000	-	155,000	155,000	165,000
Interest	145,638	72,819	72,819	145,638	139,244
Total debt service	300,638	72,819	227,819	300,638	304,244
<b>Other fees &amp; charges</b>					
Property appraiser & tax collector	11,539	6,171	5,368	11,539	11,512
Total other fees & charges	11,539	6,171	5,368	11,539	11,512
Total expenditures	312,177	78,990	233,187	312,177	315,756
Excess/(deficiency) of revenues over/(under) expenditures	4,313	229,545	(225,224)	4,321	-
Fund balance:					
Net increase/(decrease) in fund balance	4,313	229,545	(225,224)	4,321	-
Beginning fund balance (unaudited)	242,766	255,383	484,928	255,383	259,704
Ending fund balance (projected)	\$247,079	\$484,928	\$259,704	\$ 259,704	259,704
Use of fund balance					
Debt service reserve account balance (required)					(75,000)
Interest expense - November 1, 2022					(66,219)
Projected fund balance surplus/(deficit) as of September 30, 2022					<u>\$ 118,485</u>

**Mediterra**  
 Community Development District  
 Series 2013  
 \$4,030,000

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2021	-		69,621.88	69,621.88
05/01/2022	165,000.00	4.125%	69,621.88	234,621.88
11/01/2022	-		66,218.75	66,218.75
05/01/2023	170,000.00	4.125%	66,218.75	236,218.75
11/01/2023	-		62,712.50	62,712.50
05/01/2024	180,000.00	4.125%	62,712.50	242,712.50
11/01/2024	-		59,000.00	59,000.00
05/01/2025	185,000.00	5.000%	59,000.00	244,000.00
11/01/2025	-		54,375.00	54,375.00
05/01/2026	195,000.00	5.000%	54,375.00	249,375.00
11/01/2026	-		49,500.00	49,500.00
05/01/2027	210,000.00	5.000%	49,500.00	259,500.00
11/01/2027	-		44,250.00	44,250.00
05/01/2028	220,000.00	5.000%	44,250.00	264,250.00
11/01/2028	-		38,750.00	38,750.00
05/01/2029	230,000.00	5.000%	38,750.00	268,750.00
11/01/2029	-		33,000.00	33,000.00
05/01/2030	240,000.00	5.000%	33,000.00	273,000.00
11/01/2030	-		27,000.00	27,000.00
05/01/2031	255,000.00	5.000%	27,000.00	282,000.00
11/01/2031	-		20,625.00	20,625.00
05/01/2032	265,000.00	5.000%	20,625.00	285,625.00
11/01/2032	-		14,000.00	14,000.00
05/01/2033	280,000.00	5.000%	14,000.00	294,000.00
11/01/2033	-		7,000.00	7,000.00
05/01/2034	280,000.00	5.000%	7,000.00	287,000.00
<b>Total</b>	<b>\$2,875,000.00</b>		<b>\$1,092,106.25</b>	<b>\$3,967,106.25</b>

**Mediterra  
Community Development District  
FY 2021-2022 Final Assessments**

**\*\*\*PRELIMINARY\*\*\***

**Lee County "North" 2012 Series A Bond Issue - Refinanced 2001 Bonds**

**Lee County  
9 years remaining**

<b>Neighborhoods</b>	<b>Parcel</b>	<b>Bond Designation</b>	<b>Debt Service Assessment</b>	<b>O &amp; M Assessment</b>	<b>Total Assessment</b>	<b>Outstanding Principal after 2021-2022 tax payment</b>
Teramo	115	Manor 2	\$2,942.13	\$ 1,041.61	\$ 3,983.74	\$20,040.56
Il Cuore Ct	115A	Manor A	4,222.16	1,041.61	5,263.77	28,759.62
Verona (Lots 1-5,31-34)	117	Manor 3	3,021.66	1,041.61	4,063.27	20,582.27
Cortile (lots 1-5, 37-48)	118	Villa 1	1,391.54	1,041.61	2,433.15	9,478.60
Treviso (Lots 2 - 10)	120	Manor 1	2,862.61	1,041.61	3,904.22	19,498.92
Marcello	114	Estate 1	2,862.61	1,041.61	3,904.22	19,498.92
Marcello	114	Estate 1A	3,645.02	1,041.61	4,686.63	24,828.33
Amarone	124	Estate 1	2,862.61	1,041.61	3,904.22	19,498.92
Positano	116	Villa 1	1,391.54	1,041.61	2,433.15	9,478.60
Villalago	121	Villa 2	1,113.23	1,041.61	2,154.84	7,582.88
Terrazza	123	Villa 2	1,113.23	1,041.61	2,154.84	7,582.88
Serata	122A	Villa 2	1,113.23	1,041.61	2,154.84	7,582.88
Serata II	122A	Villa 2A	1,867.52	1,041.61	2,909.13	12,720.78
Brendisi	119	Coach 1	830.03	1,041.61	1,871.64	5,653.84
Calabria	122B	Coach 1	830.03	1,041.61	1,871.64	5,653.84
Porta Vecchio	113	Coach	795.17	1,041.61	1,836.78	5,416.37

Fiscal year 2020-2021 Assessments:	Manor 1	\$ 2,890.40	\$ 820.00	\$ 3,710.40	\$20,927.87
	Manor 2	2,970.69	820.00	3,790.69	21,509.21
	Manor 3	3,050.99	820.00	3,870.99	22,090.62
	Manor A	4,263.16	820.00	5,083.16	30,867.24
	Estate 1	2,890.40	820.00	3,710.40	20,927.87
	Estate 1A	3,680.40	820.00	4,500.40	26,647.82
	Villa 1	1,405.06	820.00	2,225.06	10,173.27
	Villa 2	1,124.04	820.00	1,944.04	8,138.61
	Villa 2A	1,885.66	820.00	2,705.66	13,653.04
	Coach 1	838.09	820.00	1,658.09	6,068.16
	Coach	802.89	820.00	1,622.89	5,813.32

**Mediterra  
Community Development District  
FY 2021-2022 Final Assessments**

**\*\*\*PRELIMINARY\*\*\***

**Collier County "South" 2012 Series Bond Issue - REFINANCED 1999 Bonds**

**Collier County  
9 years remaining**

<b>Phase I Neighborhoods</b>	<b>Parcel</b>	<b>Bond Designation</b>	<b>Debt Service Assessment</b>	<b>O &amp; M Assessment</b>	<b>Total Assessment</b>	<b>Outstanding Principal after 2021-2022 tax payment</b>
Benvenuto	100	Manor SF	\$ 2,357.15	\$ 1,041.61	\$ 3,398.76	\$ 15,470.54
IL Corsini	108	Manor SF	2,357.15	1,041.61	3,398.76	15,470.54
IL Trebbio Lots 1-14	101	Estate SF	2,357.15	1,041.61	3,398.76	15,470.54
Savona	102	Estate SF	2,357.15	1,041.61	3,398.76	15,470.54
Medici	107	Villa A	939.42	1,041.61	1,981.03	6,165.65
Milan	105/106	Villa B	939.42	1,041.61	1,981.03	6,165.65
Villoresi	103	Villa C	939.42	1,041.61	1,981.03	6,165.65
Monterosso	104	Coach	704.57	1,041.61	1,746.18	4,624.27
Fiscal year 2020-2021 Assessments:		Manor SF	\$2,380.03	\$ 820.00	\$ 3,200.03	\$17,232.55
		Estate SF	2,380.03	820.00	3,200.03	\$17,232.55
		Villa A,B,C	948.54	820.00	1,768.54	6,867.87
		Coach	711.41	820.00	1,531.41	5,150.94

**Mediterra  
Community Development District  
FY 2021-2022 Final Assessments**

**\*\*\*PRELIMINARY\*\*\***

**Collier County "South" 2012 A-1 Series Bond Issue - REFINANCED 2001 Bonds**

**Collier County  
9 years remaining**

<b>Phase II Neighborhoods</b>	<b>Parcel</b>	<b>Bond Designation</b>	<b>Debt Service Assessment</b>	<b>O &amp; M Assessment</b>	<b>Total Assessment</b>	<b>Outstanding Principal after 2021-2022 tax payment</b>
Bello Lago	109	Manor SF B	\$ 2,781.03	\$ 1,041.61	\$ 3,822.64	\$ 18,252.60
Padova (Lots 28-35)	110	Manor SF C	2,317.53	1,041.61	3,359.14	15,210.54
Ravello	111	Manor SF B	2,781.03	1,041.61	3,822.64	18,252.60
Cortile (lots 6-18,26-36)	118A	Villa A	1,446.89	1,041.61	2,488.50	9,496.32
Cortile (lots 19-25)	118B	Manor SF A	2,472.02	1,041.61	3,513.63	16,224.49
Treviso (Lot 1)	120	Manor SF B	2,781.03	1,041.61	3,822.64	18,252.60
IL Trevvio Lots (15-22)	101A	Estate SF A	2,317.53	1,041.61	3,359.14	15,210.54
Padova Lots 1-27	110	Estate SF A	2,317.53	1,041.61	3,359.14	15,210.54
Verona (lots 6-30)	117	Estate SF B	2,935.54	1,041.61	3,977.15	19,266.69
Bellezza	112	Villa B	1,081.51	1,041.61	2,123.12	7,098.22
Porta Vecchio (Bldgs 13,14)	113	Coach	772.51	1,041.61	1,814.12	5,070.18
Fiscal year 2020-2021 Assessments:		Manor SF A	\$ 2,496.02	\$ 820.00	\$ 3,316.02	\$ 18,072.39
		Manor SF B	2,808.03	820.00	3,628.03	20,331.44
		Manor SF C	2,340.03	820.00	3,160.03	16,942.94
		Estate SF A	2,340.03	820.00	3,160.03	16,942.94
		Estate SF B	2,964.04	820.00	3,784.04	21,461.03
		Villa A	1,460.94	820.00	2,280.94	10,577.91
		Villa B	1,092.01	820.00	1,912.01	7,906.67
		Coach	780.01	820.00	1,600.01	5,647.62

**Mediterra  
Community Development District  
FY 2021-2022 Final Assessments**

**\*\*\*PRELIMINARY\*\*\***

**Collier County "South" 2013 Series Bond Issue (Phase III) - REFINANCED 2003 Bonds**

**Collier County  
12 years remaining**

<b>Phase III Neighborhoods</b>	<b>Parcel</b>	<b>Bond Designation</b>	<b>Debt Service Assessment</b>	<b>O &amp; M Assessment</b>	<b>Total Assessment</b>	<b>Outstanding Principal after 2021-2022 tax payment</b>
Lucarno	125	Villa C	\$ 1,376.21	\$ 1,041.61	\$ 2,417.82	\$ 11,338.91
Lucarno	126	Villa C	1,376.21	1,041.61	2,417.82	11,338.91
Felicita	127	SF - 90	2,752.41	1,041.61	3,794.02	22,677.82
Cellini	128	SF - 90	2,752.41	1,041.61	3,794.02	22,677.82
Celebrita	129	SF - 90	2,752.41	1,041.61	3,794.02	22,677.82
Buonasera	130	SF - 90	2,752.41	1,041.61	3,794.02	22,677.82
Cabreo	131	Villa C	1,376.21	1,041.61	2,417.82	11,338.91
Caminetto		SF - 90	2,752.41	1,041.61	3,794.02	22,677.82
Fiscal year 2020-2021 Assessments:		SF - 90	\$ 2,758.81	\$ 820.00	\$ 3,578.81	\$ 24,058.62
		Villa C	1,379.40	820.00	2,199.40	12,029.31

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**11**



**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICTS  
FINANCIAL STATEMENTS  
UNAUDITED  
APRIL 30, 2021**

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICTS  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2021**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2012	Debt Service Series 2013	
<b>ASSETS</b>				
Cash				
Operating	\$ 414,554	\$ -	\$ -	\$ 414,554
Investments				
BB&T - CDARS	1,496	-	-	1,496
Series 2012				
Revenue	-	1,030,349	-	1,030,349
Reserve	-	801,220	-	801,220
Prepayment	-	44,916	-	44,916
Series 2013				
Revenue	-	-	409,931	409,931
Reserve	-	-	75,000	75,000
Series 2017 Note				
Reserve	10,000	-	-	10,000
Due from general fund	-	19,026	5,217	24,243
Due from other	8	-	-	8
Due from Mediterra Golf Club	64,630	-	-	64,630
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 493,034</u>	<u>\$ 1,895,511</u>	<u>\$ 490,148</u>	<u>\$ 2,878,693</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities</b>				
Accounts payable	\$ 1,000	\$ -	\$ -	\$ 1,000
Due to debt service - series 2012	19,026	-	-	19,026
Due to debt service - series 2013	5,217	-	-	5,217
Total liabilities	<u>25,243</u>	<u>-</u>	<u>-</u>	<u>25,243</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred receipts	64,630	-	-	64,630
Total deferred inflows of resources	<u>64,630</u>	<u>-</u>	<u>-</u>	<u>64,630</u>
<b>Fund Balances</b>				
Restricted for:				
Debt service	-	1,895,511	490,148	2,385,659
Unassigned	403,161	-	-	403,161
Total fund balances	<u>403,161</u>	<u>1,895,511</u>	<u>490,148</u>	<u>2,788,820</u>
Total liabilities and fund balances	<u>\$ 493,034</u>	<u>\$ 1,895,511</u>	<u>\$ 490,148</u>	<u>\$ 2,878,693</u>

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 001  
FOR THE PERIOD ENDED APRIL 30, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUE</b>				
Special assessment: on roll	\$ 12,992	\$ 721,532	\$ 728,943	99%
Special assessment: off-roll	-	64,630	129,259	50%
Interest and miscellaneous	6	44	-	N/A
Total revenues	<u>12,998</u>	<u>786,206</u>	<u>858,202</u>	92%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	-	4,306	9,900	43%
Management	4,000	28,000	48,000	58%
Accounting	1,392	9,742	16,700	58%
Audit	4,000	4,000	10,000	40%
Legal	6,393	10,479	10,000	105%
Field management	1,275	8,925	15,300	58%
Engineering	5,510	47,639	95,000	50%
Trustee	-	-	10,000	0%
Dissemination agent	333	2,333	4,000	58%
Arbitrage rebate calculation	-	-	1,500	0%
Assessment roll preparation	417	2,917	5,000	58%
Telephone	22	151	259	58%
Postage	136	733	1,000	73%
Insurance	-	10,696	11,750	91%
Printing & binding	143	1,000	1,714	58%
Legal advertising	468	2,024	4,000	51%
Contingencies	173	1,343	2,500	54%
Annual district filing fee	-	175	175	100%
Website	-	705	705	100%
ADA website compliance	-	210	210	100%
Total administrative	<u>24,262</u>	<u>135,378</u>	<u>247,713</u>	55%
<b>Water management</b>				
Contractual services	20,917	106,827	215,000	50%
Aquascaping/cutbacks/pipe cleanout	675	7,000	100,000	7%
Electricity	2,620	17,674	31,500	56%
Capital outlay-drain pipe repair	30,700	146,700	78,000	188%
Future aeration replacement	-	3,648	17,340	21%
Capital outlay-aeration FCB loan pymt	87,107	91,181	89,960	101%
Total water management	<u>142,019</u>	<u>373,030</u>	<u>531,800</u>	70%
<b>Other fees &amp; charges</b>				
Property appraiser	-	333	10,699	3%
Tax collector	157	9,416	8,030	117%
Total other fees & charges	<u>157</u>	<u>9,749</u>	<u>18,729</u>	52%
Total expenditures	<u>166,438</u>	<u>518,157</u>	<u>798,242</u>	65%
Excess/(deficiency) of revenues over/(under) expenditures	(153,440)	268,049	59,960	
Fund balances - beginning	556,601	135,112	100,919	
Fund balances - ending	<u>\$ 403,161</u>	<u>\$ 403,161</u>	<u>\$ 160,879</u>	

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND 210 - SERIES 2012 (REFUNDED 1999 & 2001 BONDS)  
FOR THE PERIOD ENDED APRIL 30, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment: on roll	\$ 19,219	\$ 1,054,529	\$ 1,067,997	99%
Assessment prepayments	-	6,868	-	N/A
Interest	9	44	-	N/A
Total revenues	<u>19,228</u>	<u>1,061,441</u>	<u>1,067,997</u>	99%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	615,000	0%
Prepayment	-	10,000	-	N/A
Interest	-	215,505	431,010	50%
Total debt service	<u>-</u>	<u>225,505</u>	<u>1,046,010</u>	22%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	9,423	0%
Tax collector	203	12,246	12,564	97%
Total other fees & charges	<u>203</u>	<u>12,246</u>	<u>21,987</u>	56%
Total expenditures	<u>203</u>	<u>237,751</u>	<u>1,067,997</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	19,025	823,690	-	
Fund balances - beginning	1,876,486	1,071,821	1,053,749	
Fund balances - ending	<u>\$ 1,895,511</u>	<u>\$ 1,895,511</u>	<u>\$ 1,053,749</u>	

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND 204 - SERIES 2013 (REFUNDED 2003A BONDS)  
FOR THE PERIOD ENDED APRIL 30, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment: on roll	\$ 5,318	\$ 313,850	\$ 316,490	99%
Interest	2	11	-	N/A
Total revenues	<u>5,320</u>	<u>313,861</u>	<u>316,490</u>	99%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	155,000	0%
Interest	-	72,819	145,638	50%
Total debt service	<u>-</u>	<u>72,819</u>	<u>300,638</u>	24%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	4,945	0%
Tax collector	106	6,277	6,594	95%
Total other fees & charges	<u>106</u>	<u>6,277</u>	<u>11,539</u>	54%
Total expenditures	<u>106</u>	<u>79,096</u>	<u>312,177</u>	25%
Excess/(deficiency) of revenues over/(under) expenditures	5,214	234,765	4,313	
Fund balances - beginning	484,934	255,383	242,766	
Fund balances - ending	<u>\$ 490,148</u>	<u>\$ 490,148</u>	<u>\$ 247,079</u>	

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**12**

**DRAFT**

**MINUTES OF MEETING  
MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on May 19, 2021 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110.

**Present were:**

Robert Greenberg	Chair
Ken Tarr	Vice Chair
Mary Wheeler	Assistant Secretary
Vicki Gartland	Assistant Secretary
John Henry (via telephone)	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Alyssa Willson (via telephone)	District Counsel
Andy Tilton	District Engineer
Tim Richards	General Manager, MCA
Tim Denison (via telephone)	Johnson Engineering, Inc.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:03 a.m. Supervisors Wheeler, Tarr, Greenberg and Gartland were present in person. Supervisor Henry was attending via telephone.

**SECOND ORDER OF BUSINESS**

**Chairman's Comments**

Mr. Greenberg stated that he rescheduled another meeting to attend this meeting and he expected to go through the agenda items quickly.

▪ **Public Comments**

**This item was an addition to the agenda.**

38 On behalf of a Caminetto resident, Mr. Richards asked the Board to consider keeping  
39 the spike rush tighter to the lake bank in the pond with the water feature backing up to  
40 Caminetto, or replace it with something different. Mrs. Adams would research this and report  
41 her findings to the Board. Mr. Richards would notify residents that Staff is looking into it.  
42 Discussion ensued regarding an original request to plant orange canna lilies and the South  
43 Florida Water Management District (SFWMD) position that they are an invasive plant.

44 Mrs. Adams noted that a revised agenda was emailed to the Board yesterday; Item 10  
45 Resolution 2021-08 was added as the Tenth Order of Business and the subsequent agenda  
46 items were renumbered accordingly.

47

48 **THIRD ORDER OF BUSINESS**

**Discussion: Next Phase of Preserve Fire  
Reduction Program**

49

50

51 Mr. Adams stated \$175,000 was included in the proposed Fiscal Year 2022 budget for  
52 the reductions around the preserves. The project would commence this year and cycle through  
53 a three-year rotation. Initial clearing was completed three to four years ago. Mr. Greenberg  
54 stated this was the first of the three-year rotation. Staff was asked to send the Fire Plan map, in  
55 PDF form or a hard copy, to the new Board Members.

56 The program and access points were discussed. It was confirmed that the plan was to  
57 address the zones behind the structures, 60' from the property line of the homeowner, and not  
58 the adjacent areas without structures, as it was not required until a storm event occurs and it  
59 was not financially feasible. A survey was not required, as the stakes from the last survey were  
60 left on site. The project would go through the Request for Proposals (RFP) process.

61

62 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-06,  
Approving Proposed Budgets for Fiscal  
Year 2021/2022 and Setting a Public  
Hearing Thereon Pursuant to Florida Law;  
Addressing Transmittal, Posting and  
Publication Requirements; Addressing  
Severability; and Providing an Effective  
Date**

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71 Mr. Greenberg stated that the Board will have several occasions to review and provide  
72 input on the proposed Fiscal Year 2022 budget before it is finalized.

73 Mr. Adams stated that, since assessments are increasing, the Board must agree to the  
74 assessment level by the July meeting so that the required mailed notices can be sent to  
75 homeowners no later than 20 days prior to the public hearing.

76 Mr. Greenberg polled the Board to determine Board Member attendance at the  
77 following meetings:

78 ➤ August 18, 2021 Public Hearing Meeting: In person attendance confirmed by Mr.  
79 Greenberg, Ms. Wheeler and Mr. Henry, who would fly in to attend the meeting.

80 ➤ June 16, 2021 Meeting: In person attendance confirmed by Ms. Wheeler, Mr. Greenberg  
81 and Ms. Gartland, who would fly in to attend the meeting.

82 ➤ A July 21, 2021 meeting would be scheduled if needed.

83 Mr. Henry and Ms. Gartland were advised to submit their expenses to Mr. Adams for  
84 reimbursement.

85 Mr. Adams presented the proposed Fiscal Year 2022 budget. He noted that off-roll  
86 assessments for The Club were rolled up into the on-roll line item. He verbally informed The  
87 Club of this change; however, the notice with an explanation, would be sent later in the week.  
88 He reviewed the line item increases and decreases, compared to the Fiscal Year 2021 budget,  
89 and explained the reasons for the changes; most of the changes were contract related.

90 Mrs. Adam stated she spoke to Mr. Kurth, of SOLitude, who confirmed that the  
91 manufacturer warranty on compressors, the main component for repairs, was one year from  
92 the date of purchase; if purchased as surplus and the compressor sits on the shelf for that  
93 length of time the warranty expires.

94 Discussion ensued regarding a proposed budget item for the Fire Mitigation Program,  
95 scheduling the project in the dry season and determining which sections to start with,  
96 increasing the projected surplus amount, transferring The Club to on-roll assessments to  
97 protect the District's lien position/priority rights and inflation, all of which would result in  
98 assessments increasing.

99           The following actions would occur to ensure the proposed Fiscal Year 2022 budget  
100 amounts are accurate:

101 ➤       Mrs. Adams would have Staff prepare and send the Conservation Area Fire Reduction  
102 Program RFP and include the number of days the vendor expects it will take to complete the  
103 project. The responses should be presented at the next meeting.

104 ➤       Mr. Tilton would provide a Fire Zone map, inspect areas to determine the encroachment  
105 areas where work should commence and work with Johnson Engineering.

106           Mr. Tilton gave an update on the Lake 74 Permit. The District would receive plenty of  
107 notice of any changes; at this time, there was nothing mentioned in the books along those lines.  
108 Mr. Tilton would confirm if the Governor's recent Executive Order about the gas pipeline  
109 enables him to apply for another extension.

110           Mr. Adams was asked to contact the Underwriter to determine if it would be profitable  
111 to refinance the Series 2012 and 2013 bonds now, before the 10-year call date and before  
112 discussing doing a Private Placement Memorandum (PPM) and selling the bonds to the  
113 residents in house.

114           The Board made the following changes to the proposed Fiscal Year 2022 budget:

115           Page 1, "Insurance" line item: Increase "\$11,750" to "\$11,800"

116           Page 2, "Fund balance": Break down as "Assigned working capital" and "Unassigned to  
117 catastrophe"

118           Page 2, "Excess/(deficiency) of revenues over(under) expenditures": Increase "\$75,000"  
119 to "\$100,000"

120           Page 2, Assessment Summary Table, "FY 2022 Proposed Assessment": Increase  
121 "\$1,000.15" to "\$1,036.34"

122           Page 3, "Engineering" description: Delete the last sentence and insert "Continue  
123 monitoring Permit Modifications for Lake 74."

124           Page 4, "Contractual services" description: Add a breakdown of services.

125           Page 4, "Property appraiser & tax collector" description: Update description and a break  
126 down explanation and the costs for each County.

127 Pages 5 and 6, Debt Service Principal”: Research why the proposed \$615,000, on Page 5,  
128 differs from the Page 6 \$635,000 05/01/2022 payment amount.

129 Page 12, “Caminetto”: Research whether to remove Caminetto from the Table.

130 Mr. Greenberg presented Resolution 2021-06.

131

132 **On MOTION by Mr. Greenberg and seconded by Ms. Wheeler, Resolution 2021-**  
133 **06, Approving Proposed Budgets for Fiscal Year 2021/2022, as amended, and**  
134 **Setting a Public Hearing Thereon Pursuant to Florida Law for August 18, 2021 at**  
135 **9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso**  
136 **Mediterra Circle, Naples, Florida 34110; Addressing Transmittal, Posting and**  
137 **Publication Requirements; Addressing Severability; and Providing an Effective**  
138 **Date, was adopted.**

139

140

141 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-07,  
Designating Dates, Time and Locations for  
Regular Meetings of the Board of  
Supervisors of the District for Fiscal Year  
2021/2022 and Providing for an Effective  
Date**

142

143

144

145

146

147

148 Mr. Greenberg presented Resolution 2021-07.

149

150 **On MOTION by Mr. Tarr and seconded by Ms. Wheeler, Resolution 2021-07,**  
151 **Designating Dates, Time and Locations for Regular Meetings of the Board of**  
152 **Supervisors of the District for Fiscal Year 2021/2022 and Providing for an**  
153 **Effective Date, was adopted.**

154

155

156 **SIXTH ORDER OF BUSINESS**

**Consideration of Resident Requests for  
Tree Removal/Replacement**

157

158

159 **A. 15251 Medici Way (Mrs. Almstead) - Plant Hong Kong Orchid Tree in Back Yard**

160 Ms. Wheeler stated she advised the resident to submit a request to the CDD and MCA.

161 Mr. Richards stated that the MCA had no issue with this request.

162 **B. 15239 Medici Way (Mrs. Martha Kuzak) – Remove and Replace Black Olive Tree**

163 Mr. Greenberg asked questions about both requests, including questions about what if  
 164 the species of tree changed and if the Board wanted to revise District policy such that Staff  
 165 would handle these requests directly, instead of bringing them to the Board for a vote. The  
 166 Board chose to keep the current policy of requiring a vote.

167 Regarding Item 6A, it was determined that the tree was an addition and would be  
 168 located inside the CDD property line but Mrs. Adams did not see a problem with the request.

169 Regarding Item 6B, the request should not have been presented to the Board since it  
 170 was a tree replacement request. Ms. Wheeler would notify the resident that the District would  
 171 not be responsible for replacing the tree if flooding occurs.

172

173 **On MOTION by Ms. Wheeler and seconded by Mr. Tarr, the request from Mrs.**  
 174 **Almstead to plant a Hong Kong Orchid Tree in her back yard, at 15251 Medici**  
 175 **Way, at the homeowner’s risk, was approved.**

176

177

178 Mrs. Adams would email both homeowners.

179 **▪ Consideration of Second Amendment to Wrathell, Hunt and Associates, LLC**  
 180 **Management Advisory Services Agreement**

181 **This item, previously the Eighth Order of Business, was presented out of order.**

182 Mr. Adams presented the Second Amendment to the Wrathell, Hunt and Associates, LLC  
 183 Management Advisory Services Agreement, which reflected the current CDD name and a  
 184 reduced fee schedule, because of the merger of the CDDs. Ms. Willson confirmed she reviewed  
 185 the Agreement and recommended approval.

186

187 **On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with all in favor, the**  
 188 **Second Amendment to Wrathell, Hunt and Associates, LLC Management**  
 189 **Advisory Services Agreement, was approved.**

190

191

192 **SEVENTH ORDER OF BUSINESS**

**Update: Conservation Area Restoration**  
**Activities Behind 10806 Cortile Way**

193

194

195 Mr. Adams distributed and would email the violation letter to Mr. Henry. Mr. Adams  
196 stated that the incident was classified as a Notice of Non-Compliance, instead of an  
197 enforcement action, which would have required monitoring. The remediation costs totaled  
198 \$7,450, broken down as follows:

- 199 \$1,000 Survey the property line.
- 200 \$3,500 Johnson Engineering: Site evaluation and to prepare the restoration plan  
201 for the SFWMD to consider.
- 202 \$2,750 Solitude: Remove soil and install silt fence and 30 gallons of mulch  
203 Cypress.
- 204 \$ 200 Conservation Area Signs

205 Ms. Willson would prepare a letter Agreement to the homeowner confirming he will not  
206 cause additional damage, will take adequate steps with the contractor and vendors to return  
207 the area to its original condition and acknowledging that he will indemnify the District for costs.

208

209 **EIGHT ORDER OF BUSINESS** **Consideration of Second Amendment to**  
 210 **Wrathell, Hunt and Associates, LLC**  
 211 **Management Advisory Services Agreement**

212  
213 This item was presented following the Sixth Order of Business.

214

215 **NINTH ORDER OF BUSINESS** **Consideration of Johnson Engineering, Inc.,**  
 216 **2021 Surface Water and Sediment Testing**  
 217 **Analysis and Reporting Proposal**

218  
219 Mr. Denison presented the Johnson Engineering, Inc., 2021 Surface Water and Sediment  
220 Testing Analysis and Reporting Proposal and noted the cost and scope of services was the same  
221 as in prior years. Dry season sampling would commence within the next month or so.

222

223 **On MOTION by Ms. Wheeler and seconded by Ms. Gartland, with all in favor,**  
 224 **the Johnson Engineering, Inc., Professional Services Agreement, for 2021**  
 225 **Surface Water and Sediment Testing Analysis and Reporting, in a not-to-exceed**  
 226 **amount of \$10,220, was approved.**

227

228 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2021-08,**  
 229 **Adopting an Amended and Restated Policy**  
 230 **Governing Engagement of District**  
 231 **Engineering Services for Oversight of**  
 232 **Construction Projects Costing Over**  
 233 **\$10,000; and Providing for Severability and**  
 234 **an Effective Date**  
 235

236 Mr. Greenberg presented Resolution 2021-08, which was distributed in the meeting,  
 237 and discussed the purpose for implementing this policy.  
 238

239 **On MOTION by Ms. Gartland and seconded by Mr. Tarr, Resolution 2021-08,**  
 240 **Adopting an Amended and Restated Policy Governing Engagement of District**  
 241 **Engineering Services for Oversight of Construction Projects Costing Over**  
 242 **\$10,000; and Providing for Severability and an Effective Date, was adopted.**  
 243  
 244

245 **ELEVENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**  
 246 **Statements**  
 247

248 **A. As of February 28, 2021**

249 **B. As of March 31, 2021**

250 Mr. Greenberg presented the Unaudited Financial Statements listed above. As the  
 251 Financial Highlights Report was not sent to the Board, Mr. Adams reviewed the District’s  
 252 revenue and expenses and stated the District was on track and in good condition. Mrs. Adams  
 253 stated that the Operations Financial Impact Analysis Report was located behind Item 12DII;  
 254 going forward, it would be included in the Unaudited Financial Statements section of the  
 255 agenda.

256 Mr. Tarr asked if the cost to inspect the outfall pipes was included in the Report. Mrs.  
 257 Adams stated she received an \$800 proposal for one but was waiting to receive the proposal  
 258 for all. Staff was directed to proceed with the project and increase the budget line item to  
 259 include the cost of the additional five outfall structures; the results would be sent to the Board,  
 260 upon receipt. The financials were accepted.  
 261

262 **TWELFTH ORDER OF BUSINESS** **Approval of April 21, 2021 Regular Meeting**  
 263 **Minutes**

264 Mr. Greenberg presented the April 21, 2021 Regular Meeting Minutes.  
 265  
 266

267 **On MOTION by Ms. Wheeler and seconded by Ms. Gartland, with all in favor,**  
 268 **the April 21, 2021 Regular Meeting Minutes, as presented, were approved.**

269  
 270  
 271 **THIRTEENTH ORDER OF BUSINESS** **Staff Reports**

272  
 273 **A. District Counsel: *Hopping Green & Sams, P.A.***

274 There being nothing further to report, the next item followed.

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

276 There being nothing further to report, the next item followed.

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

278 **I. Registered Voters in District as of April 15, 2020**

- 279 • **Collier County: 786**
- 280 • **Lee County: 454**

281 These items were provided for informational purposes.

282 **II. NEXT MEETING DATE: June 16, 2021 at 9:00 A.M.**

283 ○ **QUORUM CHECK**

284 Ms. Wheeler, Ms. Gartland and Mr. Greenberg confirmed their attendance, in person, at  
 285 the meeting on June 16, 2021 at 9:00 a.m. Mr. Henry and Mr. Tarr would attend via telephone.

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

287 **I. Key Activity Dates**

288 The May Key Activity Dates Report was provided for informational purposes and would  
 289 be updated, as needed. Mrs. Adams reported the following:

- 290 ➤ The Padova landscape project commenced on Monday. The shrubs were installed and  
 291 re-sodding was scheduled for tomorrow. The contractor was having difficulty finding brown  
 292 egg rock to replace in the resident’s portion of the project, due to supply shortages; that

293 portion would be completed once it becomes available. Mr. Tarr voiced his opinion that this is  
294 why the District needs to have sufficient surplus funds available.

295 **II. Operations Financial Impact Analysis FY 2020-2021**

296 The Operations Financial Impact Analysis FY 2020-2021 was reviewed at length. Staff  
297 was asked to include the actual surplus fund balance amount to the Report.

298

299 **FOURTEENTH ORDER OF BUSINESS** **Action/Agenda or Completed Items**

300

301 Items 6, 8, 12, 17, 20 through 27 and 29 were completed.

302 Item 27: Mr. Tarr asked for the location of the aerators be offset when the GIS map is  
303 updated, as some were placed on top of the lake numbers.

304 Item 30: Ms. Gartland asked if Staff emailed the draft minutes to the Board. Mrs. Adams  
305 replied affirmatively. Ms. Gartland would see if it went to her spam folder.

306

307 **FIFTEENTH ORDER OF BUSINESS** **Old Business**

308

309 There being no old business, the next item followed.

310

311 **SIXTEENTH ORDER OF BUSINESS** **Supervisors' Requests**

312

313 Ms. Wheeler voiced her opinion that communication with Staff has improved.

314

315 **SEVENTEENTH ORDER OF BUSINESS** **Public Comments**

316

317 There being no public comments, the next item followed.

318

319 **EIGHTEENTH ORDER OF BUSINESS** **Adjournment**

320

321 There being nothing further to discuss, the meeting adjourned.

322

323 **On MOTION by Ms. Wheeler and seconded by Ms. Gartland, with all in favor,**  
324 **the meeting adjourned at 10:52 a.m.**



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332

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Secretary/Assistant Secretary

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Chair/Vice Chair

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**13C**

## MEDITERRA COMMUNITY DEVELOPMENT DISTRICT

### BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE

#### LOCATION

*Bella Vita I Room at the Sports Club at Mediterra  
15735 Corso Mediterra Circle, Naples, Florida 34110*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 21, 2020	Regular Meeting	9:00 AM
Join Zoom Meeting: <a href="https://us02web.zoom.us/j/85378255019">https://us02web.zoom.us/j/85378255019</a> Meeting ID: 853 7825 5019 Dial by your location: 1-929-205-6099 Meeting ID: 853 7825 5019		
November 18, 2020	Regular Meeting	3:00 PM
January 20, 2021 <b>CANCELED</b>	Regular Meeting	3:00 PM
March 3, 2021	Regular Meeting	3:00 PM
March 16, 2021	Emergency Meeting	9:00 AM
<i>Back Patio of Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110</i>		
April 21, 2021	Regular Meeting	3:00 PM
May 19, 2021	Regular Meeting	9:00 AM
June 16, 2021	Regular Meeting	9:00 AM
August 18, 2021	Public Hearing & Regular Meeting	9:00 AM

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**13DI**

# MEDITERRA CDD

## Key Activity Dates

### Updated: June 2021

Description	Reference	Submit To	Due Date	Date
Cane Toad Removal	SOP	N/A	The Cane Toad & Tadpole removal project commenced in April. Will continue 2 night visits per month (April through November).	4/21 thru 11/2021
Special Assessment Off-Roll	The Club @ Mediterra	Carmin Maureci	The Special Assessment Off-roll are due at the end of October (typically received/booked in November) and end of April (typically received/booked in May). The Club to be invoiced March 25th and September 25th yearly. Past due if received on April 26th and October 26th. Late Payment triggers acceleration. Note: To be placed On-roll 10/2021.	9/25/2021
Wetland Maintenance	SOP	N/A	Wetland Maintenance as required by SFWMD is to be performed at a minimum of two times per year.	4/2021 & 9/2021
Annual Financial Report	190.008/218.32 & 39	Florida Department of Financial Services	45 days after the completion of the Annual Financial Audit but no more than 9 months after end of Fiscal Year. Management to provide update when completed. Per the request of the Board, to be provided in their May agenda package yearly. Due to COVID-19, the audit will be presented at the June meeting.	6/1/2021
Proposed Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by June 15th each year.	6/15/2021
Assessment Roll Certification	Local County requirement.	Local County Tax Collector	For most counties, submission and certification of the annual assessment roll is due by September 15th each year.	9/15/2021
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2021
Adopted Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by October 1st each year.	10/1/2021

TRIM Compliance Report	200.068	Department of Revenue, Property Tax Oversight, Trim Compliance Section	No later than 30 days following the adoption of the property tax levy ordinance/resolution (if levying property taxes)	10/15/2021
Canna Lilly cut back	SOP	N/A	Seasonal cut back and removal of large stands of Canna Lilly on lake banks owned by the District, to reduce seasonal unsightliness and promote new lush and vigorous growth. Program to be considered/completed between Thanksgiving and Christmas holidays each year if necessary.	November/December yearly.
Qualified Public Depositor Annual Report to CFO	280.17	Department of Financial Services- Division of Treasury - Collateral Management.	By November 30 of each year, file annual report for the period ending September 30, 2021	11/30/2021
Fiscal Year Annual District Filing Fee and Update Form	190,189.064 & 189.018 & Chapter 73C-24, F.A.C.	Florida department of Economic Opportunity (Special District Accountability Program)	Annual filing fee of \$175 is paid to the Florida department of Economic Opportunity. The filing of the Update Form is required to verify the status of the Special District and to update any changes (including changes to the registered agent). Filing Fee invoice and Update Form is mailed out by the State on October 1st of each year. The fee and form are due and must be postmarked by the following December 3rd.	12/3/2021
Laptop @ MCS	SOP	Tim Richards - MCA General Mgr.	Mr. Adams to create a cloud link on the website and will upload records of proceedings.	On-going
Special Assessment Off-Roll	The Club @ Mediterra	Carmin Maureci	The Special Assessment Off-roll are to be added to the On-roll for the 2021/22 Budget.	5/19/2021
Certification of District Registered Voters	190(3)(a)(2)(d)	District receives annually from the local Supervisor of Elections	Due April 15th of each year and must be read into the record at a regularly scheduled meeting (no additional filing is required)	4/15/2021
Interconnecting Drain Pipe inspection and cleanout	SOP	N/A	Annual inspection and clean out of all lake and wetland interconnecting drain pipes and control structures, that are owned and operated by the District, where the percentage of pipe block exceeds 25%. Inspections to commence February 1st, with cleaning to be completed during the month of May	2/2021 thru 5/2021
Bank Stabilization Project	SOP	N/A	2021/22 Budget - Rip/Rap install project to be completed on Lake 35. (As of 2019 current proposal cost \$38K). Include rip/rap of headwall in that cove area. Bank restoration @ North Hole #18 by Green on Lake 13 (as of 2021 current proposal cost \$11,875.00 (need to deduct sod requirements).	5/1/2022

Lake Audit Report	SOP	N/A	Annual inspection and report of all District owned lakes. Report includes review of specific items related to water quality, lake maintenance deficiencies, littoral plant health and population, structural integrity of lake banks and pipework, aerator operation and any unauthorized activities in or adjacent to the lakes. Report will be include in the July agenda package.	June 2021 thru July 2021
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	June 2021 thru July 2021
Qualified Public Deposit Identification and Acknowledgement Form	280.02	Maintain original document in District Reports	Complete each time a new account is opened with a Qualified Public Depository.	
Bond - Continuing Disclosure	Bond Indenture	E.M.M.A. (Electronic Municipal Marketing Access) and Bond Trustee	Bond indentures generally require continuing disclosure of financial information to bond holders that may impact the bondholders investment. During construction, many bond indenture require quarterly reporting concerning the status of construction, development and real estate closings. Additionally, annual disclosure include posting annual independent audit reports and annual budgets reflecting assessment information. Generally, any material event affecting the bonds must be disclosed timely.	
Bonds - Arbitrage	IRS Regulation	IRS - if a rebate is due.	The Bond Indenture refers to IRS rules which state an issuer must pay (an Arbitrage) rebate installment for computation dates that occur at least once every 5 years. Rebate payments are due within 60 days after each computation date. The final rebate payment for an issue is due within 60 days after the issue is discharged. See IRS Regulation Section 1.148-3(e) through (g).	

**MEDITERRA**  
**COMMUNITY DEVELOPMENT DISTRICT**

**14**



## MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
1	03.01.18	<b>ACTION</b>	Per Mr. Greenberg, Mr. Adams to ensure removal of all items from the Completed Items List that are six months old or older.	X			
2	01.16.19	<b>ACTION</b>	Going forward, Johnson Engineering to take annual sediment samples only at outfall lakes that contain muck, and Lake 35 the same time each year and reduce water quality samples to once in July except for Lake #55 adding September, only if there are issues. Staff to continue to provide year over year tables for nitrogen and phosphorous.	X			
3	01.16.19	<b>ACTION</b>	Per Mr. Greenberg, District Staff to monitor Lake #3 closely for signs of degradation due to the Distinctive Homes Project south of Caminetto. <b>03.03.21</b> Mr. Tilton to inspect area today.	X			
4	10.16.19	<b>ACTION</b>	Per Mr. Tarr, Staff to ensure that the contractor monitors the two signature lakes at the entrance of Mediterra West and make certain that the spikerush does not exceed 15' from control level.	X			
5	05.27.20	<b>ACTION/ AGENDA</b>	Mr. Adams and Mr. Tilton to file extension with SFWMD, as soon as the COVID-19 Executive Orders are lifted. <b>11.18.20</b> Mr. Tilton to track extension letters regarding permit to fill Lake 74 and schedule call with Mr. Johnson. Mr. Johnson to research the District's legal position. <b>03.03.21</b> Lake 74 Permit Update to remain on agenda to continue tracking the permit process. Mr. Tilton to provide updates. <b>04.21.21</b> Mr. Tilton to direct his Staff to monitor activity that could jeopardize the Regulatory Rights already obtained by the District for Lake 74.	X			
6	11.18.20	<b>ACTION</b>	Mrs. Adams to ask SOLitude to copy her on all aeration repair notices sent to RCS.	X			
7	03.03.21	<b>ACTION</b>	Board Members to include Mrs. Adams, Ms. Smith and cc Mr. Greenberg in email requests to Management. Mrs. Adams to respond to Board Member's requests indicating the person responsible to provide that information. Ms. Smith to track all requests.	X			
8	03.03.21	<b>ACTION</b>	Management office to email Mr. Greenberg proposed meeting agenda three days prior to sending it to the Board.	X			
9	03.03.21	<b>ACTION</b>	Moving forward MRI to revise Inspection Reports to include pipe size, create legend page and correct scrivener's error regarding pipe size at Structure #142.	X			

## MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
10	03.03.21	<b>ACTION</b>	Ms. Adams to review CDD website for accuracy and notify Mr. Richards of cancelled meetings or date changes and to send e-blast to residents.	X			
11	03.03.21	<b>ACTION</b>	Mr. Tilton to work with Mr. Adams and Ms. Willson to determine legal right for the District to inspect the pipes on the Imperial Side related to the Veterans Parkway extension. <b>04.21.21</b> MRI to provide cost to inspect the five outfall structures utilizing video. <b>05.19.21</b> Staff to proceed with project upon receipt of the proposal to inspect all outfall structures, increase the line item budget and send results of the five outfall structures to the Board, upon receipt.	X			
12	04.21.21	<b>ACTION</b>	Staff to obtain unit pricing for all contracts moving forward.	X			
13	04.21.21	<b>ACTION</b>	Mr. Adams to coordinate Mr. Wrathell's attendance at a meeting where all board Members are present.	X			
14	04.21.21	<b>ACTION</b>	Mr. Richards to send e-blast via the MCA instructing residents to contact Mrs. Adams of downed aerators.	X			
15	04.21.21	<b>ACTION</b>	Mr. Kurth to notify Mrs. Adams if there is a delay due to supply chain issues and determine if SOLitude can keep additional compressors in inventory. Onsite equipment must be inventoried. 5.19.21: It was determined that the compressors warranty takes affect the date of purchase, not install. The compressors will be purchased when needed.	X	X		
16	04.21.21	<b>ACTION/AGENDA</b>	Mr. Adams to complete setting up the file share account and post link to the District's website prior to the next meeting.	X			
17	04.21.21	<b>ACTION</b>	Management to email draft minutes to all Board Members, who will then respond with their edits prior to the meetings. Mrs. Adams would discuss implementing change with Ms. Singleton.	X			
18	04.21.21	<b>ACTION</b>	Management directed not to send repetitious agenda emails unless changes are made to the agenda.	X			
19	05.12.21	<b>ACTION</b>	Mrs. Adams to look into Staff using materials other than spike rush in the lake bank in the pond backing up to Caminetto and report her findings to the Board and have staff keep spikerush tighter.	X			
20	05.12.21	<b>ACTION</b>	Mr. Tilton to send Fire Plan Map to new Board Members.	X			
21	05.12.21	<b>ACTION/AGENDA</b>	Mrs. Adams to have Staff prepare Preserve Fire Reduction Program RFP and include number of days vendor expects to complete the project, to present at the next meeting.	X			

## MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
22	05.12.21	<b>ACTION</b>	Mr. Tilton to research whether the Governor's Executive Order about the gas pipeline enables him to apply for another permit extension for Lake 74. Per Mr. Greenberg, this should be part of the District Engineer's staff report item on the next agenda.	X			
23	05.12.21	<b>ACTION</b>	Mr. Adams to contact the Underwriter to determine if it is profitable to refinance the Series 2012 and 2013 bonds now, before their individual call dates. Per Mr. Greenberg, this should be part of the District Manager's staff report on the next agenda.	X			
24	05.12.21	<b>ACTION</b>	Mr. Adams to have Staff update proposed Fiscal Year 2021/2022 budget as discussed and research whether Caminetto in Table, Page 12, should be removed.	X			
25	05.12.21	<b>ACTION</b>	Mrs. Adams to email Ms. Almstead and Ms. Kuzak, confirming the Board approved the residents' request to install certain trees.	X			
26	05.12.21	<b>ACTION</b>	Mr. Adams to email 10806 Cortile Way homeowner violation letter to Mr. Henry.	X			
27	05.12.21	<b>ACTION</b>	Mrs. Willson to prepare letter agreement to 10806 Cortile Way homeowner regarding restoration plan and responsible for remediation costs.	X			
28	05.12.21	<b>ACTION/ AGENDA</b>	Mrs. Adams to add the actual surplus fund balance amount to the Financial Impact Analysis Report and ensure Staff inserts the monthly updated Report in the agenda package, behind the Unaudited Financial Statements section.	X			

## MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
1	10.21.20	<b>ACTION</b>	Mr. Adams to inform resident about prepayment option for debt service assessment related to bonds.			X	03.03.21
2	11.18.20	<b>ACTION</b>	Ms. Willson to provide information relating to refinancing the bonds			X	03.03.21
3	11.18.20	<b>ACTION</b>	Ms. Gartland to send W-4 to Management to receive compensation.			X	03.03.21
4	11.18.20	<b>ACTION</b>	Mr. Greenberg to prepare draft letter to the community regarding Cane Toad project being implemented in the 2021 year and will send it to Mr. Adams to distribute to residents.			X	03.03.21
5	11.18.20	<b>ACTION/AGENDA</b>	Mrs. Adams to ensure the October Financial Highlights Report is included in the next agenda package, update Lakes 35 and 13 portion of report, add Lake 13 project as an agenda item, include items such as Lake 13 proposal, a breakdown of actual costs versus the budgeted amount and the FY 2021 budget, in the agenda.			X	03.03.21
6	11.18.20	<b>ACTION/AGENDA</b>	Mr. Tilton to review the design specifications from GradyMinor, the Design Engineer, regarding the extension of Veterans Parkway and potential impact to Mediterra; if unable to obtain documents he was instructed to make the calculations and report the findings to the Board. This item would remain on the agenda.			X	03.03.21
7	11.18.20	<b>ACTION</b>	Mr. Johnson to research Governor's Executive Order, in relation to the permit and COVID-19.			X	03.03.21
8	11.18.20	<b>ACTION</b>	Ms. Smith to inspect the littoral plantings project next week. EarthBalance scheduled inspections this week to ensure there are no floaters due to a recent storm event.			X	03.03.21
9	11.18.20	<b>ACTION</b>	Mrs. Adams waiting for Mr. Clerico to respond to proposals to trim conservation area.			X	03.03.21
10	11.18.20	<b>ACTION</b>	Mrs. Adams to update the Key Activity Dates Report.			X	03.03.21
11	11.18.20	<b>ACTION</b>	Mrs. Adams to send Ms. Gartland a District map.			X	03.03.21
12	11.18.20	<b>ACTION</b>	Mr. Greenberg to deliver Mr. Van Tassel's commemorative clock and photographs to his residence.			X	03.03.21
13	10.16.19	<b>ACTION</b>	Staff to arrange riprap installation around headwall of Lake #35, during the Spring of 2021 bank stabilization project. <b>11.18.20</b> Project would be scheduled after Easter. <b>04.21.21</b> Moved to the Key Activities Date Report as the project was deferred until the Spring of Fiscal Year 2022.			X	04.21.21

## MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
14	10.17.18	<b>ACTION</b>	Mr. Adams will have all the necessary items, laptop, etc., kept up-to-date at the MCA and provide instructions to Ms. Johnson on a semi-annual basis. <b>03.03.21</b> Ms. Smith to update laptop regularly. Mr. Adams to discuss with Janelle potentially taking on roll of downloading digital files to the laptop and will be updated at the April meeting.			X	04.21.21
15	11.18.20	<b>ACTION</b>	Board Members are to submit their comments, after reviewing meeting minutes, to Management prior to the meetings.			X	04.21.21
16	03.03.21	<b>ACTION</b>	Mr. Adams to email the Cane Toad Program schedule to the Board and the HOA to post on its website.			X	04.21.21
17	03.03.21	<b>ACTION/AGENDA</b>	Mr. Adams to implement process for residents to report non-working aeration units to the District Manager directly and to work with the MCA in getting that information to residents.			X	04.21.21
18	03.03.21	<b>ACTION/AGENDA</b>	Declare Mr. Bishko's seat vacant at April meeting. Mr. Greenberg to contact Mr. John Henry about interest in a Board Member position.			X	04.21.21
19	03.03.21	<b>ACTION</b>	Mrs. Adams to have the District map updated and emailed to the Board and posted to the website.			X	04.21.21
20	03.03.21 & 03.16.21	<b>ACTION/AGENDA</b>	Mrs. Adams to insert date that the Financial Impact Analysis Report is prepared. Mr. Adams to present review of the Financial Impact Report for projects crossing over to the next fiscal year. <b>04.21.21</b> Report will be updated monthly.			X	04.21.21
21	03.03.21	<b>ACTION</b>	Mrs. Adams to obtain credit from Anchor Marine for sod before proceeding with Lake #13 Bank Restoration project. <b>04.21.21</b> Project deferred until new fiscal year, move to Key Activity Date Report.			X	04.21.21
22	03.03.21	<b>ACTION</b>	Mr. Adams to ask MCA to contribute to landscape remediation costs for Padova drainage pipe repair and place MCA and London Bay Representatives on notice to begin monitoring builder activities to prevent discharging concrete into Mediterra drain structures. <b>04.21.21</b> Mr. Adams discussed discharge into Structure #144 Lake #43 with Mr. Lively, which was deemed appropriate and part of the Consumptive Use permit.			X	04.21.21
23	03.03.21	<b>ACTION</b>	MRI to send schedule of Padova Drainage Pipe remediation project to Mr. Adams to distribute to affected parties.			X	04.21.21

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24	03.03.21	<b>ACTION</b>	Mr. Adams to convey policy regarding fishing in CDD stormwater lakes to residents and if on the Golf Course they must obtain approval from the Golf Course.			X	04.21.21
25	03.16.21	<b>ACTION</b>	Mr. Woods to review GulfScapes proposal and Staff would come back to the Board if landscape & irrigation costs exceeded \$12,000.			X	04.21.21
26	03.16.21	<b>ACTION/AGENDA</b>	Mr. Adams revise District's Rules of procedure and implement policy that included any construction related projects of significance will require engagement of CDD Engineer to oversee, inspect project and report to the Board, conduct preconstruction meetings, etc.			X	04.21.21
27	03.16.21	<b>ACTION</b>	Mr. Adams to email WHA Management contract to the Board.			X	04.21.21
28	03.16.21	<b>ACTION</b>	Representative in Mr. Tilton's firm to research permit to determine who did the original pipe installation and who certified the work.			X	04.21.21
29	03.16.21	<b>AGENDA</b>	Items approved at 03.16.21 Emergency meeting will be on the April agenda for ratification.			X	04.21.21
30	03.16.21	<b>ACTION</b>	Mr. Tilton to obtain proposal from third-party contractor to test flow pipe before the rainy season. <b>04.21.21</b> Board decided not to pursue at this time.			X	04.21.21
31	10.21.20	<b>ACTION/AGENDA</b>	Mr. Adams to change The Club to on-roll assessment billing and collection of assessments, commencing in Fiscal Year 2022. <b>03.03.21</b> Mr. Adams to coordinate sending a letter advising of this change. <b>04.21.21</b> Letter to go out next month;			X	05.19.21
32	11.18.20	<b>ACTION/AGENDA</b>	Mr. Adams to contact the Tax Collector and direct them to correct Mediterra CDD's name on the Tax Notice and Collier County insert and update information. <b>03.03.21</b> Mr. Adams to send a formal letter. <b>04.21.21</b> Letter to be submitted later in the week.			X	05.19.21
33	03.03.21	<b>ACTION</b>	Mrs. Adams to contact The Club to replace felt in grate in the sand trap Structure #94. <b>04.21.21</b> Mrs. Adams to confirm task was completed.			X	05.19.21
34	04.21.21	<b>ACTION</b>	MRI to email Mr. Adams Padova Pipe project warranty letter.			X	05.19.21
35	04.21.21	<b>ACTION</b>	Mr. Kurth to inspect Medici and let Mrs. Adams know what was sprayed to cause the pond to turn brown and who would remove the "weeds" and inspect 15243 Medici Way and determine who is responsible to remove the tree growing at the control level.			X	05.19.21

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36	04.21.21	<b>ACTION</b>	Mr. Denison to send the 2021 Contract to Mr. Adams for Board approval.			X	05.19.21
37	04.21.21	<b>ACTION</b>	Mr. Denison to contact Mr. Tilton if Lake #24 is not discharging so they can notify the Board.			X	05.19.21
38	04.21.21	<b>ACTION/AGENDA</b>	Mr. Adams to prepare Amendment to WHA contract, with correct name, fee schedule, etc.			X	05.19.21
39	04.21.21	<b>ACTION/AGENDA</b>	Ms. Willson to prepare Resolution to implement policy of engaging the District Engineer to oversee all construction and repair projects of significance and to amend the scope of Services Agreement.			X	05.19.21
40	04.21.21	<b>ACTION</b>	Mr. Adams to contact the City of Bonita Springs to notify there is no sediment barrier in the area at 10805 Est Cortile Court and request stop work order due to possible encroachment issues.			X	05.19.21
41	04.21.21	<b>ACTION</b>	Ms. Willson upon confirmation of encroachment would prepare Letter Agreement to homeowner at 10805 Est Cortile Court.			X	05.19.21
42	04.21.21	<b>ACTION</b>	Mrs. Adams to send Mr. Henry the GIS map and send the ordered maps overnight to the Board upon receipt.			X	05.19.21
43	04.21.21	<b>ACTION</b>	Mr. Greenberg to prepare letter to the Community and forward to Mr. Adams to distribute to the Board regarding water quality, instruction to report non-working aeration units, Cane Toad Program update, low muck and fishing in CDD stormwater lakes.			X	05.19.21