

# **MEDITERRA**

## **COMMUNITY DEVELOPMENT DISTRICT**

**October 20, 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**

October 13, 2021

Board of Supervisors  
Mediterra Community Development District

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

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on October 20, 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. Update: Lake 74 Permit
4. Discussion/Consideration: Collier County's Request for an Imperial Basin Boundary Study by Johnson Engineering, Inc.
5. Acceptance of Unaudited Financial Statements as of August 31, 2021
6. Approval of August 18, 2021 Public Hearings and Regular Meeting Minutes
7. Staff Reports
  - A. District Counsel: *Hopping Green & Sams, P.A.*
  - B. District Engineer: *Johnson Engineering, Inc.*
    - I. Consideration of Rate Increase
    - II. Report on Water Issues in Maintenance Area Due to New Veterans Road
      - Discussion Regarding Adjustments with MCA's Engineer, Agnoli Barber & Brundage, Inc.
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: November 17, 2021 at 3:00 P.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*

- Key Activity Dates

8. Action/Agenda or Completed Items

9. Old Business

- Update: Est Cortile Court Conservation Restoration Project

10. Supervisors' Requests

11. Public Comments

12. 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: 800-895-3361

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**



**South Florida Water Management District**  
**Individual Environmental Resource Permit No. 11-103215-P**  
**Date Issued: April 16, 2020**  
**Modified On: September 9, 2021**

**Permittee:** Mediterra Community Development District  
2300 Glades Road  
Suite 410W  
Boca Raton, FL 33431

**Project:** Mediterra Phase Three East - Stormwater Pond 74

**Application No.** 210716-6843

**Location:** Collier County, See Exhibit 1

Your application for an Individual Environmental Resource Permit is approved. This action is taken based on Chapter 373, Part IV, of Florida Statutes (F.S.) and the rules in Chapter 62-330, Florida Administrative Code (F.A.C.). Unless otherwise stated, this permit constitutes certification of compliance with state water quality standards under section 401 of the Clean Water Act, 33 U.S.C. 1341, and a finding of consistency with the Florida Coastal Management Program. Please read this entire agency action thoroughly and understand its contents.

This permit is subject to:

- Not receiving a filed request for a Chapter 120, F.S., administrative hearing.
- The attached General Conditions for Environmental Resource Permits.
- The attached Special Conditions.
- All referenced Exhibits.

All documents are available online through the District's ePermitting site at [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting).

If you object to these conditions, please refer to the attached "Notice of Rights" which addresses the procedures to be followed if you desire a public hearing or other review of the proposed agency action. Please contact this office if you have any questions concerning this matter. If we do not hear from you in accordance with the "Notice of Rights", we will assume that you concur with the District's action.

The District does not publish notices of action. If you wish to limit the time within which a person may request an administrative hearing regarding this action, you are encouraged to publish, at your own expense, a notice of agency action in the legal advertisement section of a newspaper of general circulation in the county or counties where the activity will occur. Legal requirements and instructions for publishing a notice of agency action, as well as a noticing format that can be used, are available upon request. If you publish a notice of agency action, please send a copy of the affidavit of publication provided by the newspaper to the District's West Palm Beach office for retention in this file.

If you have any questions regarding your permit or need any other information, please call us at 1-800-432-2045 or email [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

A handwritten signature in blue ink that reads "Melissa M. Roberts".

Melissa M. Roberts, P.E.  
Administrator, Environmental Resource Bureau

**South Florida Water Management District  
Individual Environmental Resource Permit No. 11-103215-P**

**Date Issued:** April 16, 2020

**Expiration Date:** February 4, 2027

**Modified On:** September 9, 2021

**Project Name:** Mediterra Phase Three East - Stormwater Pond 74

**Permittee:** Mediterra Community Development District  
2300 Glades Road  
Suite 410W  
Boca Raton, FL 33431

**Operating Entity:** Mediterra Community Development District  
2300 Glades Road  
Suite 410W  
Boca Raton, FL 33431

**Location:** Collier County

**Permit Acres:** 4.68 acres

**Project Land Use:** Residential

**Special Drainage District:** N/A

**Water Body Classification:** CLASS III

**FDEP Water Body ID:** 3258F

**Conservation Easement to District:** No

**Sovereign Submerged Lands:** No

**Project Summary**

This Environmental Resource Permit authorizes backfilling 2.0 acres of an existing 2.80-acre stormwater lake known as Stormwater Pond 74. The project intends to essentially revert Phase Three East back to the permitted land use coverages established in Application 031002-9. Stormwater runoff from the backfilled site will be conveyed to the reduced stormwater pond by overland flow. Sheet flow will be directed to shallow depressed areas/swales leading to Stormwater Pond 74. The proposed improvements will not impact the permitted stormwater management (SWM) system. Site plans and details are attached as Exhibit No. 2.0.

Issuance of this permit constitutes certification of compliance with state water quality standards in accordance with Rule 62-330.062, F.A.C.

**Site Description**

The project is located to the south of Bonita Beach Road, just east of Livingston Road, north of Veterans Memorial Boulevard, and approximately 1.2 miles west of Interstate 75 within the Mediterra residential development. A location map is attached as Exhibit No. 1.0.

The site consists of an existing stormwater lake known as Stormwater Pond 74. A recent hydrographic survey established that Stormwater Pond 74 has a current size of 2.80 acres at the

control elevation of 11.00 ft. NGVD. This surveyed pond size is slightly less than the certified size of 2.84 acres. This discrepancy is of no consequence since the objective of the new project is to backfill the stormwater pond to its initial size of 0.80 acres.

For information on wetland and surface water impacts, please see the Wetlands and Other Surface Waters section of this permit. A FLUCCS Map is attached as Exhibit No. 3.0.

### **Current Authorization (Application No. 210716-6843)**

The duration of the permit is extended until February 4, 2027 per the request to use the provisions of Chapter 252.363, F.S. under Part IV of Chapter 373, F.S.

The qualifying Emergency Orders are: 20-52, 20-114, 20-166, 20-213, 20-276, 20-316, 21-45 and 21-94.

All dates contained in the terms and conditions of the permit pertaining to deadlines, such as for commencing or completing construction, completing any mitigation, and submitting reports for the activity authorized by the permit are modified in recognition of, and relative to, the new expiration date. You are advised that the legislation requires that, "The commencement and completion dates for any required mitigation associated with a phased construction project [is] extended such that the mitigation takes place in the same timeframe relative to the phase as originally permitted."

### **Background**

The proposed improvements are located within Drainage Area (DA) 10 of the SWM system authorized and constructed under Phase Three East of Permit No. 11-01761-P for the Mediterra development. Development within Phase Three East consisted of residential areas, a village center, conservation areas, roadways, and additions to the SWM system of the overall Mediterra SWM system authorized in Application 990126-4. The Phase Three East portion of the SWM system consists of additional stormwater ponds, control structures, storm sewers/drains, swales, and the perimeter berm. Phase Three East is divided into five drainage areas. DA-8, DA-9, DA-9A, DA-10, and DA-10A provide the required water quality treatment and attenuation prior to discharging into DA-1 and DA-4 (authorized within Phase One, Application 990126-4). DA-1 through DA-7 makeup Phase One of the SWM system. This application will not modify Application 990126-4, however, tailwater information from Phase One is used for the model analysis.

Application 010420-3 incorporated approximately 177.7 acres (Phase Three East) into the existing SWM system (Application 990126-4) which serves the 1,642.9-acre residential subdivision known as Mediterra. During this permitting effort, only DA-8, DA-9, and DA-10 were incorporated within Phase Three East. This phase authorized construction of additional single/multifamily residential dwellings, a retail shop village center, internal roads, preserve areas, and additional SWM facilities. A total of 0.80 acres of Stormwater Pond 74 was proposed, however, only approximately 0.60 acres of the stormwater pond was constructed according to the construction completion certification, dated December 8, 2005.

Application 031002-9 authorized construction of a 14.2-acre road project (Veterans Memorial Boulevard) adjacent to the site. DA-9A and DA-10A were incorporated to the existing drainage areas contributing to the Phase Three East project. The road project consisted of a 14.8-acre parcel running west from Livingston Road and adjacent to the southern project border of Phase Three East. This modification to the Mediterra Phase Three East SWM system included providing the required water quality treatment and attenuation for the additional 10.4 acres of impervious area and 4.4 acres of previous areas related to the road extension. No changes to the pond sizes were proposed for this application, however the minimum perimeter berm and finished floor elevations within DA-8 through DA-10 were slightly raised to account for the new roadway improvements.

Application 060630-20 authorized expansion of Stormwater Pond 74 by 2.60 acres. Other revisions consisted of minor site changes and sidewalk/parking layout additions to accommodate the updated pond configuration. The proposed increase in pond size was determined to not

impact the permitted SWM system from Application 031002-9. Stormwater Pond 74 and the minor site changes were not constructed according to this application.

Application 070314-15 authorized expansion of Stormwater Pond No. 74 by 1.60 acres, deviating from the proposed pond increase of 2.60 acres from Application 060630-20. This modification essentially increased the pond size to 2.40 acres, still substantially larger than the initial pond size of 0.80 acres. The proposed change in pond size was determined to not impact the permitted SWM system and conformed to the design parameters within Application 031002-9. The permit received a construction completion certification on April 18, 2007 and lists Stormwater Pond 74 with 2.84 acres.

### **Permit Modification History**

Application 201001-4374: Permit Extension for Environmental Resource Permit authorizing backfilling 2.0 acres of an existing 2.80-acre stormwater lake known as Stormwater Pond 74

Application 200324-3076: This Environmental Resource Permit authorizes backfilling 2.0 acres of an existing 2.80-acre stormwater lake known as Stormwater Pond 74

### **Ownership, Operation and Maintenance**

Perpetual operation and maintenance of the SWM system will be the responsibility of Mediterra Community Development District. Upon conveyance or division of ownership or control of the property or the system, the permittee must notify the Agency in writing within 30 days, and the new owner must request transfer of the permit.

### **Engineering Evaluation:**

#### **Water Quality**

Water quality treatment is provided in wet detention areas. The project provides the required water quality treatment volume based on either the first 1.0 inch of runoff or 2.5 times the percentage impervious from the Phase Three East. The wet detention water quality treatment volume is based on the first 1.0 inch of runoff for DA-8, DA-9, and DA-10. Additionally, the wet detention water quality treatment volume is based on the total runoff of or 2.5 times the percentage of impervious for DA-9A and DA-10A, which serve Veterans Memorial Boulevard. No changes to the pond configurations and control structures are proposed within DA-8 or DA-9, so treatment volumes will remain undisturbed from permitted quantities. The treatment values will simply revert to the permitted levels from Application 031002-9. Backfilling approximately 2.00 acres of Stormwater Pond 74 will have no impact to the permitted water quality calculations since Stormwater Pond 74 was originally omitted from the calculations. Between DA-8, DA-9, and DA-10, the SWM system provides a total of 21.5 acre-feet of water quality treatment volume; this exceeds the required volume of 17.0 acre-feet. DA-9 provides water quality for DA-9A while DA-10 provides water quality for DA-10A, as summarized in Application 031002-9.

The project includes implementation of an Urban Stormwater Management Program (Exhibit 2.2) and a Stormwater Pollution Prevention Plan (Exhibit 2.1) as additional reasonable assurance of compliance with water quality criteria during construction and operation.

#### **Water Quantity**

The project is consistent with previously permitted parameters per Application No. 031002-9 / Permit No. 11-01761-P.

#### **Discharge**

The discharge rate from the Phase Three East site remains unchanged.



**Road Design**

Refer to Application No. 031002-9 / Permit No. 11-01761-P for minimum road elevations per basin.

**Perimeter Berm**

Refer to Application No. 031002-9 / Permit No. 11-01761-P for minimum perimeter berm elevations per basin.

**Finished Floors**

Refer to Application No. 031002-9 / Permit No. 11-01761-P for minimum finished floor elevations per basin.

**Certification, Operation, and Maintenance**

Pursuant to Chapter 62-330.310, F.A.C., Individual Permits will not be converted from the construction phase to the operation phase until construction completion certification of the project is submitted to and accepted by the District. This includes compliance with all permit conditions, except for any long term maintenance and monitoring requirements. It is suggested that the permittee retain the services of an appropriate professional registered in the State of Florida for periodic observation of construction of the project.

For projects permitted with an operating entity that is different from the permittee, it should be noted that until the construction completion certification is accepted by the District and the permit is transferred to an acceptable operating entity pursuant to Sections 12.1-12.3 of the Applicant's Handbook Volume I and Section 62-330.310, F.A.C., the permittee is liable for operation and maintenance in compliance with the terms and conditions of this permit.

In accordance with Section 373.416(2), F.S., unless revoked or abandoned, all SWM systems and works permitted under Part IV of Chapter 373, F.S., must be operated and maintained in perpetuity.

The efficiency of SWM systems, dams, impoundments, and most other project components will decrease over time without periodic maintenance. The operation and maintenance entity must perform periodic inspections to identify if there are any deficiencies in structural integrity, degradation due to insufficient maintenance, or improper operation of projects that may endanger public health, safety, or welfare, or the water resources. If deficiencies are found, the operation and maintenance entity is responsible for correcting the deficiencies in a timely manner to prevent compromises to flood protection and water quality. See Section 12.4 of the Applicant's Handbook Volume I for Minimum Operation and Maintenance Standards.

**Engineering Evaluation Tables:  
Land Use**

<b>Basin</b>	<b>Land Type</b>	<b>Area (ac)</b>	<b>% of Total Basin</b>
Site	Lake	0.80	17.09
	Open Space	3.70	79.06
	Swales	0.18	3.85
	<b>Total:</b>	4.68	100%

## **Environmental Evaluation:**

### **Wetlands and Other Surface Waters**

There are no wetlands located within the project site or affected by this project. Stormwater Pond 74 was excavated from uplands and was initially proposed under Application No. 010420-3 and further expanded under Application No. 070314-15. No compensatory mitigation is required for the backfilling of the stormwater pond.

### **Fish, Wildlife, and Listed Species**

The project site does not contain significant habitat for wetland-dependent endangered or threatened wildlife species, or species of special concern. No wetland-dependent endangered or threatened species or species of special concern were observed onsite. Submitted information indicates that potential use of the site by such species is minimal.

This permit does not relieve the applicant from complying with all applicable rules and any other agencies' requirements if, in the future, endangered or threatened species or species of special concern are discovered on the site.

**Related Concerns:****Water Use Permit Status**

The applicant has indicated that irrigation and dewatering are not required for construction of this project.

This permit does not release the permittee from obtaining all necessary Water Use authorization(s) prior to the commencement of activities which will require such authorization, including construction dewatering and irrigation.

**Historical/ Archeological Resources**

No information has been received that indicates the presence of archaeological or historical resources on the project site or indicating that the project will have any effect upon significant historic properties listed, or eligible for listing in the National Register of Historic Places. This permit does not release the permittee from complying with any other agencies requirements in the event that historical and/or archaeological resources are found on the site.

## General Conditions for Individual Environmental Resource Permits, 62-330.350, F.A.C.

1. All activities shall be implemented following the plans, specifications and performance criteria approved by this permit. Any deviations must be authorized in a permit modification in accordance with Rule 62-330.315, Florida Administrative Code (F.A.C.). Any deviations that are not so authorized shall subject the permittee to enforcement action and revocation of the permit under Chapter 373, F.S.
2. A complete copy of this permit shall be kept at the work site of the permitted activity during the construction phase, and shall be available for review at the work site upon request by the Agency staff. The permittee shall require the contractor to review the complete permit prior to beginning construction.
3. Activities shall be conducted in a manner that does not cause or contribute to violations of state water quality standards. Performance-based erosion and sediment control best management practices shall be installed immediately prior to, and be maintained during and after construction as needed, to prevent adverse impacts to the water resources and adjacent lands. Such practices shall be in accordance with the "State of Florida Erosion and Sediment Control Designer and Reviewer Manual" (Florida Department of Environmental Protection and Florida Department of Transportation June 2007), and the "Florida Stormwater Erosion and Sedimentation Control Inspector's Manual" (Florida Department of Environmental Protection, Nonpoint Source Management Section, Tallahassee, Florida, July 2008), unless a project-specific erosion and sediment control plan is approved or other water quality control measures are required as part of the permit.
4. At least 48 hours prior to beginning the authorized activities, the permittee shall submit to the Agency a fully executed Form 62-330.350(1), "Construction Commencement Notice" indicating the expected start and completion dates. If available, an Agency website that fulfills this notification requirement may be used in lieu of the form.
5. Unless the permit is transferred under Rule 62-330.340, F.A.C., or transferred to an operating entity under Rule 62-330.310, F.A.C., the permittee is liable to comply with the plans, terms and conditions of the permit for the life of the project or activity.
6. Within 30 days after completing construction of the entire project, or any independent portion of the project, the permittee shall provide the following to the Agency, as applicable:
  - a. For an individual, private single-family residential dwelling unit, duplex, triplex, or quadruplex- "Construction Completion and Inspection Certification for Activities Associated With a Private Single-Family Dwelling Unit"[Form 62-330.310(3)]; or
  - b. For all other activities- "As-Built Certification and Request for Conversion to Operational Phase" [Form 62-330.310(1)].
  - c. If available, an Agency website that fulfills this certification requirement may be used in lieu of the form.
7. If the final operation and maintenance entity is a third party:
  - a. Prior to sales of any lot or unit served by the activity and within one year of permit issuance, or within 30 days of as- built certification, whichever comes first, the permittee shall submit, as applicable, a copy of the operation and maintenance documents (see sections 12.3 thru 12.3.3 of Applicant's Handbook Volume I) as filed with the Department of State, Division of Corporations and a copy of any easement, plat, or deed restriction needed to operate or maintain the project, as recorded with the Clerk of the Court in the County in which the activity is located.
  - b. Within 30 days of submittal of the as- built certification, the permittee shall submit "Request for Transfer of Environmental Resource Permit to the Perpetual Operation Entity" [Form

62-330.310(2)] to transfer the permit to the operation and maintenance entity, along with the documentation requested in the form. If available, an Agency website that fulfills this transfer requirement may be used in lieu of the form.

8. The permittee shall notify the Agency in writing of changes required by any other regulatory agency that require changes to the permitted activity, and any required modification of this permit must be obtained prior to implementing the changes.
9. This permit does not:
  - a. Convey to the permittee any property rights or privileges, or any other rights or privileges other than those specified herein or in Chapter 62-330, F.A.C.;
  - b. Convey to the permittee or create in the permittee any interest in real property;
  - c. Relieve the permittee from the need to obtain and comply with any other required federal, state, and local authorization, law, rule, or ordinance; or
  - d. Authorize any entrance upon or work on property that is not owned, held in easement, or controlled by the permittee.
10. Prior to conducting any activities on state-owned submerged lands or other lands of the state, title to which is vested in the Board of Trustees of the Internal Improvement Trust Fund, the permittee must receive all necessary approvals and authorizations under Chapters 253 and 258, F.S. Written authorization that requires formal execution by the Board of Trustees of the Internal Improvement Trust Fund shall not be considered received until it has been fully executed.
11. The permittee shall hold and save the Agency harmless from any and all damages, claims, or liabilities that may arise by reason of the construction, alteration, operation, maintenance, removal, abandonment or use of any project authorized by the permit.
12. The permittee shall notify the Agency in writing:
  - a. Immediately if any previously submitted information is discovered to be inaccurate; and
  - b. Within 30 days of any conveyance or division of ownership or control of the property or the system, other than conveyance via a long-term lease, and the new owner shall request transfer of the permit in accordance with Rule 62-330.340, F.A.C. This does not apply to the sale of lots or units in residential or commercial subdivisions or condominiums where the stormwater management system has been completed and converted to the operation phase.
13. Upon reasonable notice to the permittee, Agency staff with proper identification shall have permission to enter, inspect, sample and test the project or activities to ensure conformity with the plans and specifications authorized in the permit.
14. If any prehistoric or historic artifacts, such as pottery or ceramics, stone tools or metal implements, dugout canoes, or any other physical remains that could be associated with Native American cultures, or early colonial or American settlement are encountered at any time within the project site area, work involving subsurface disturbance in the immediate vicinity of such discoveries shall cease. The permittee or other designee shall contact the Florida Department of State, Division of Historical Resources, Compliance and Review Section, at (850) 245-6333 or (800) 847-7278, as well as the appropriate permitting agency office. Such subsurface work shall not resume without verbal or written authorization from the Division of Historical Resources. If unmarked human remains are encountered, all work shall stop immediately and notification shall be provided in accordance with Section 872.05, F.S.
15. Any delineation of the extent of a wetland or other surface water submitted as part of the permit application, including plans or other supporting documentation, shall not be considered binding unless a specific condition of this permit or a formal determination under Rule

62-330.201, F.A.C., provides otherwise.

16. The permittee shall provide routine maintenance of all components of the stormwater management system to remove trapped sediments and debris. Removed materials shall be disposed of in a landfill or other uplands in a manner that does not require a permit under Chapter 62-330, F.A.C., or cause violations of state water quality standards.
17. This permit is issued based on the applicant's submitted information that reasonably demonstrates that adverse water resource-related impacts will not be caused by the completed permit activity. If any adverse impacts result, the Agency will require the permittee to eliminate the cause, obtain any necessary permit modification, and take any necessary corrective actions to resolve the adverse impacts.
18. A Recorded Notice of Environmental Resource Permit may be recorded in the county public records in accordance with subsection 62-330.090(7), F.A.C. Such notice is not an encumbrance upon the property.

## **Special Conditions for Individual Environmental Resource Permits, 62-330.350, F.A.C.**

1. The construction authorization for this permit shall expire on the date shown on page 2.
2. Operation and maintenance of the SWM system shall be the responsibility of Mediterra Community Development District. The permittee shall notify the Agency in writing within 30 days of any conveyance or division of ownership or control of the property of the system, and the new owner must request transfer of the permit in accordance with Rule 62-330.340, F.A.C.
3. Lake side slopes shall be no steeper than 4:1 (horizontal:vertical) to a depth of two feet below the control elevation. Side slopes shall be nurtured or planted from 2 feet below to 1 foot above control elevation to insure vegetative growth.
4. A stable, permanent and accessible elevation reference shall be established on or within one hundred (100) feet of all permitted discharge structures no later than the submission of the certification report. The location of the elevation reference must be noted on or with the certification report.
5. Prior to any future construction, the permittee shall apply for and receive an Individual ERP. As part of the permit application, the applicant for that phase shall provide documentation verifying that the proposed construction is consistent with the design of the master stormwater management system, including the land use and site grading assumptions.
6. This permit does not authorize the permittee to cause any adverse impact to or “take” of state listed species and other regulated species of fish and wildlife. Compliance with state laws regulating the take of fish and wildlife is the responsibility of the owner or applicant associated with this project. Please refer to Chapter 68A-27 of the Florida Administrative Code for definitions of “take” and a list of fish and wildlife species. If listed species are observed onsite, FWC staff are available to provide decision support information or assist in obtaining the appropriate FWC permits. Most marine endangered and threatened species are statutorily protected and a “take” permit cannot be issued. Requests for further information or review can be sent to: [FWCConservationPlanningServices@MyFWC.com](mailto:FWCConservationPlanningServices@MyFWC.com).



## Project Work Schedule for Permit No. 11-103215-P

The following activities are requirements of this Permit and shall be completed in accordance with the Project Work Schedule below. Please refer to General Conditions, Special Conditions and/or Specific Conditions for more information. Any deviation from these time frames will require prior approval from the District's Environmental Resources Bureau and may require a minor modification to this permit. Such requests must be made in writing and shall include: (1) reason for the change, (2) proposed start/finish and/or completion dates, and (3) progress report on the status of the project.

Condition No.	Date Added	Description (Application Number)	Due Date	Date Satisfied
GC 2	04/17/2020	Certification (200324-3076)	Within 30 days of construction completion	
GC 4	09/09/2021	Construction Commencement Notice	Prior to Construction	
GC 7	09/09/2021	Submit Operation Transfer Request	Within 30 days of Certification	

GC = General Condition

SC = Special Condition

## **Distribution List**

Andrew Tilton, Johnson Engineering, Inc

Audubon of Florida

Div of Recreation and Park - District 4

US Army Corps of Engineers - Permit Section

## **Exhibits**

The following exhibits to this permit are incorporated by reference. The exhibits can be viewed by clicking on the links below or by visiting the District's ePermitting website at <http://my.sfwmd.gov/ePermitting> and searching under this application number 210716-6843 .

[Exhibit No. 1.0 Location Map](#)

[Exhibit No. 2.0 Plans](#)

[Exhibit No. 2.1 Stormwater Pollution Prevention Plan](#)

[Exhibit No. 2.2 Urban Stormwater Management Program](#)

[Exhibit No. 3.0 FLUCCS Map](#)

## **NOTICE OF RIGHTS**

As required by Chapter 120, Florida Statutes, the following provides notice of the opportunities which may be available for administrative hearing pursuant to Sections 120.569 and 120.57, Florida Statutes, or judicial review pursuant to Section 120.68, Florida Statutes, when the substantial interests of a party are determined by an agency. Please note that this Notice of Rights is not intended to provide legal advice. Some of the legal proceedings detailed below may not be applicable or appropriate for your situation. You may wish to consult an attorney regarding your legal rights.

### **RIGHT TO REQUEST ADMINISTRATIVE HEARING**

A person whose substantial interests are or may be affected by the South Florida Water Management District's (District) action has the right to request an administrative hearing on that action pursuant to Sections 120.569 and 120.57, Florida Statutes. Persons seeking a hearing on a District decision which affects or may affect their substantial interests shall file a petition for hearing in accordance with the filing instructions set forth herein within 21 days of receipt of written notice of the decision unless one of the following shorter time periods apply: (1) within 14 days of the notice of consolidated intent to grant or deny concurrently reviewed applications for environmental resource permits and use of sovereign submerged lands pursuant to Section 373.427, Florida Statutes; or (2) within 14 days of service of an Administrative Order pursuant to Section 373.119(1), Florida Statutes. "Receipt of written notice of agency decision" means receipt of written notice through mail, electronic mail, posting, or publication that the District has taken or intends to take final agency action. Any person who receives written notice of a District decision and fails to file a written request for hearing within the timeframe described above waives the right to request a hearing on that decision.

If the District takes final agency action that materially differs from the noticed intended agency decision, persons who may be substantially affected shall, unless otherwise provided by law, have an additional point of entry pursuant to Rule 28-106.111, Florida Administrative Code.

Any person to whom an emergency order is directed pursuant to Section 373.119(2), Florida Statutes, shall comply therewith immediately, but on petition to the board shall be afforded a hearing as soon as possible.

A person may file a request for an extension of time for filing a petition. The District may grant the request for good cause. Requests for extension of time must be filed with the District prior to the deadline for filing a petition for hearing. Such requests for extension shall contain a certificate that the moving party has consulted with all other parties concerning the extension and whether the District and any other parties agree to or oppose the extension. A timely request for an extension of time shall toll the running of the time period for filing a petition until the request is acted upon.

### **FILING INSTRUCTIONS**

A petition for administrative hearing must be filed with the Office of the District Clerk. Filings with the Office of the District Clerk may be made by mail, hand-delivery, or e-mail. Filings by facsimile will not be accepted. A petition for administrative hearing or other document is deemed filed upon receipt during normal business hours by the Office of the District Clerk at the District's headquarters in West Palm Beach, Florida. The District's normal business hours are 8:00 a.m. – 5:00 p.m., excluding weekends and District holidays. Any document received by the Office of the District Clerk after 5:00 p.m. shall be deemed filed as of 8:00 a.m. on the next regular business day.

Additional filing instructions are as follows:

- Filings by mail must be addressed to the Office of the District Clerk, 3301 Gun Club Road, West Palm Beach, Florida 33406.
- Filings by hand-delivery must be delivered to the Office of the District Clerk. Delivery of a petition to the District's security desk does not constitute filing. It will be necessary to request that the District's security officer contact the Office of the District Clerk. An employee of the District's Clerk's office will receive and process the petition.
- Filings by e-mail must be transmitted to the Office of the District Clerk at [clerk@sfwmd.gov](mailto:clerk@sfwmd.gov). The filing date for a document transmitted by electronic mail shall be the date the Office of the District Clerk receives the complete document.

### **INITIATION OF ADMINISTRATIVE HEARING**

Pursuant to Sections 120.54(5)(b)4. and 120.569(2)(c), Florida Statutes, and Rules 28-106.201 and 28-106.301, Florida Administrative Code, initiation of an administrative hearing shall be made by written petition to the District in legible form and on 8 1/2 by 11 inch white paper. All petitions shall contain:

1. Identification of the action being contested, including the permit number, application number, District file number or any other District identification number, if known.
2. The name, address, any email address, any facsimile number, and telephone number of the petitioner, petitioner's attorney or qualified representative, if any.
3. An explanation of how the petitioner's substantial interests will be affected by the agency determination.
4. A statement of when and how the petitioner received notice of the District's decision.
5. A statement of all disputed issues of material fact. If there are none, the petition must so indicate.
6. A concise statement of the ultimate facts alleged, including the specific facts the petitioner contends warrant reversal or modification of the District's proposed action.
7. A statement of the specific rules or statutes the petitioner contends require reversal or modification of the District's proposed action.
8. If disputed issues of material fact exist, the statement must also include an explanation of how the alleged facts relate to the specific rules or statutes.
9. A statement of the relief sought by the petitioner, stating precisely the action the petitioner wishes the District to take with respect to the District's proposed action.

### **MEDIATION**

The procedures for pursuing mediation are set forth in Section 120.573, Florida Statutes, and Rules 28-106.111 and 28-106.401-.405, Florida Administrative Code. The District is not proposing mediation for this agency action under Section 120.573, Florida Statutes, at this time.

### **RIGHT TO SEEK JUDICIAL REVIEW**

Pursuant to Section 120.68, Florida Statutes, and in accordance with Florida Rule of Appellate Procedure 9.110, a party who is adversely affected by final District action may seek judicial review of the District's final decision by filing a notice of appeal with the Office of the District Clerk in accordance with the filing instructions set forth herein within 30 days of rendition of the order to be reviewed, and by filing a copy of the notice with the appropriate district court of appeals via the Florida Courts E-Filing Portal.

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

**4**

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**Subject:** FW: Google Earth Placemark: Potential\_ImperialBasinBoundary.kmz  
**Attachments:** Potential\_ImperialBasinBoundary.kmz

-----Original Message-----

From: Andy Tilton <adt@johnsoneng.com>  
Sent: Friday, October 1, 2021 2:50 PM  
To: Chuck Adams <adamsc@whhassociates.com>  
Cc: Cleo Adams <crismondc@whhassociates.com>; Jordan L. Varble <jlv@johnsoneng.com>  
Subject: Google Earth Placemark: Potential\_ImperialBasinBoundary.kmz

Johnson Engineering, Inc. has been asked about doing a basin study for Collier County. They refer to it as the Imperial Basin since it includes Imperial Golf Estates immediately downstream from the Mediterra Community. The attached kmz file shows a very rough boundary of this basin.

While we are very interested in the project, we are asking both Collier County and Mediterra CDD if either has concerns of a conflict.

The basin study is over an area of about five square miles. The north end is in Mediterra and the basin drains into the Cocohatchee further south in Collier County.

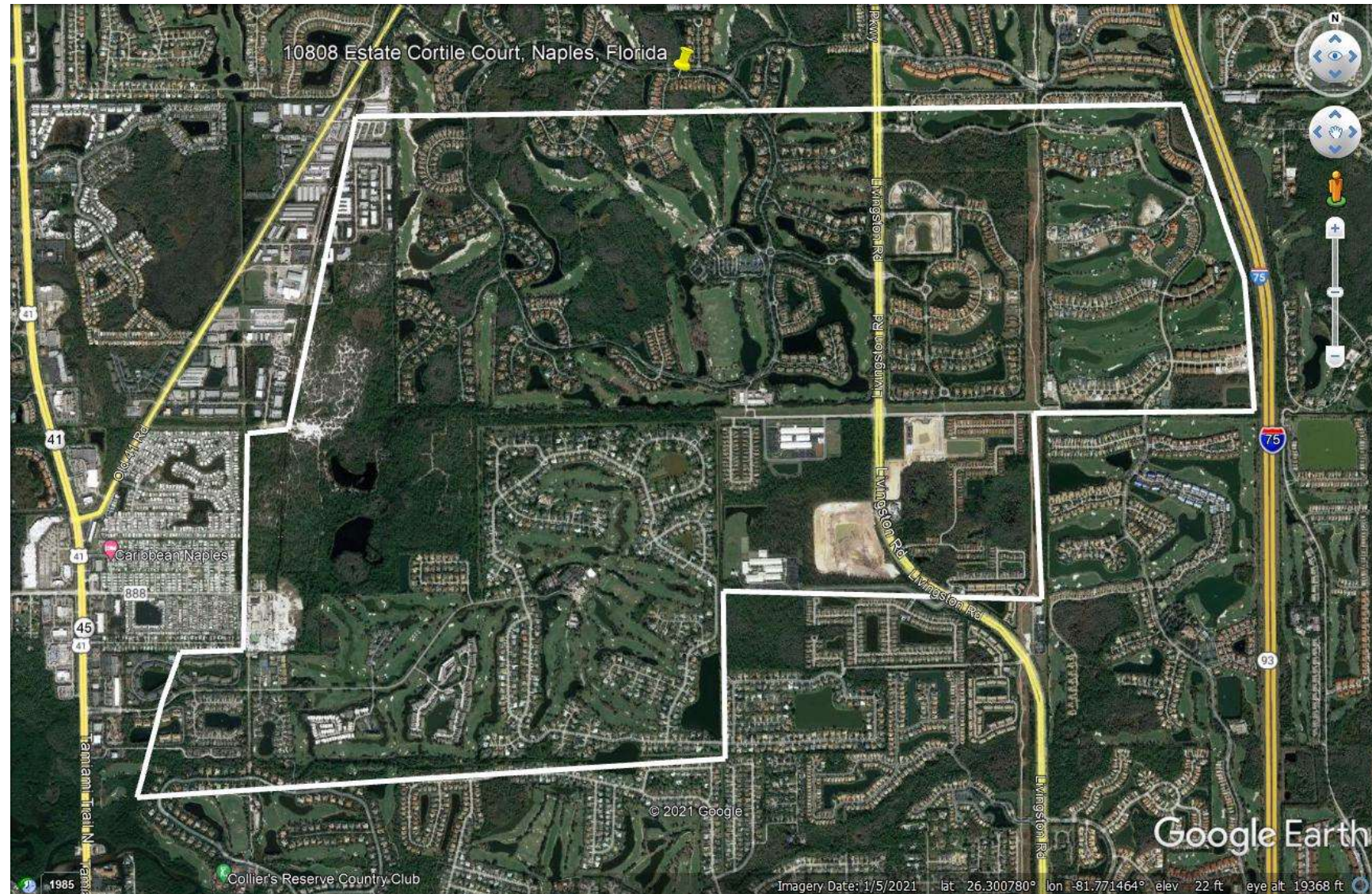
Since my phone call to you, Collier County has come back and stated their position of this work not being a conflict of interest from their perspective. They understand the CDD will have to make their own determination. I informed them that it may have to come before the board at their next meeting on October 20. They understand this time constraint.

Google Earth streams the world over wired and wireless networks enabling users to virtually go anywhere on the planet and see places in photographic detail. This is not like any map you have ever seen. This is a 3D model of the real world, based on real satellite images combined with maps, guides to restaurants, hotels, entertainment, businesses and more. You can zoom from space to street level instantly and then pan or jump from place to place, city to city, even country to country.

Get Google Earth. Put the world in perspective.

(<http://earth.google.com>)

10808 Estate Cortile Court, Naples, Florida



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Google Earth

Imagery Date: 1/5/2021 lat 26.300780° lon -81.771464° elev 22 ft eye alt 19368 ft

1985

Collier's Reserve Country Club



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

**5**

## Mediterra CDD

FY 2020 and 2021 Operations Financial Impact Analysis  
30-Sep-21

<u>Operations Account</u>	Budget	Actual	Variance	Budget	Encumbered	Variance	<u>Notes</u>
	<u>FY 2020</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021</u>	<u>FY 2021</u>	
Contractual Services	\$ 203,980	\$ 199,150	\$ 4,830	\$ 215,000	\$ 220,352	\$ (5,352)	Lake & Wetland contract, Water Testing/Lake 52 and Cane Toad removal
Aqua/cut backs/pipe cleanout	\$ 100,000	\$ 62,580	\$ 37,420	\$ 100,000	\$ 37,025	\$ 62,975	Annual Pipe Cleanout/Littoral Plantings
Street sweeping	\$ 8,000	\$ 3,075	\$ 4,925	\$ -	\$ -	\$ -	
Electricity	\$ 33,000	\$ 30,266	\$ 2,734	\$ 31,500	\$ 31,500	\$ -	
Capital Outlay Drain Pipe				\$ 78,000	\$ 45,644	\$ 32,356	per contract with MRI (Padova Project) & Required Irrigation Repairs
Future Aeration replace	\$ 17,400	\$ 12,450	\$ 4,950	\$ 17,340	\$ 6,598	\$ 10,742	
Cap Outlay FCB Loan	\$ 89,960	\$ 92,081	\$ (2,121)	\$ 89,960	\$ 89,960	\$ -	
	\$ 452,340	\$ 399,602	<b>\$ 52,738</b>	\$ 531,800	\$ 431,079	<b>\$ 100,721</b>	

Current FY 20 and 21 Ops Variance Profit/(Loss)	<b>\$ 153,459</b>	<u>Additional Considerations</u>
	\$ 10,670	GulfScape Landscape Proposal - Padova Project
	\$ 77,000	New Pipe connection between Lakes 25-26
	<u>\$ 2,000</u>	ROV submersible camera utilized @ the five outfall structures
	\$ 89,670	Total of Additional Considerations
	<b>\$ 63,789</b>	<b>Currently unencumbered</b>

**Surplus Fund Balance Year Ending 9/30/20 -** \$180,094.00

## **Mediterra Breakdown September 30, 2021**

Summary:

**Water Management:**

Contract Services Lake & Wetland	\$195,000.00
Cane Toad Removal Project	\$ 10,000.00
Water Testing	\$ 10,220.00
Lake 52 bacteria applications	\$ 5,352.00

**Aquascaping/lake banks/pipe cleanout:**

Annual Pipe Cleanout Project	\$30,700.00
Littoral Plantings Project	\$ 6,325.00

**Capital Outlay Drainage Pipe:**

Padova Project	\$39,000.00
Irrigation Repairs	\$ 6,644.00 (GulfScapes)

**Note:** Lake 52 bacteria applications (Bio-Zyme Eco Socks) is a combination of beneficial aerobic bacteria, enzymes, and other microbial or natural nutrient binding and limiting products as required for the proper maintenance of the pond. Approved by the Board February 20, 2019 in an effort to minimize growth of algae.

# **Mediterra CDD**

## Financial Highlights Report

August 31, 2021

### **General Fund**

#### **Revenues**

Special Assessment On-roll – At 100% Year to Date (YTD). Historically typical percentage expected to date as property tax bills are sent out the first week of November, most of which are paid by end of November (with property owners taking full 4% discount) and the majority received from the County by early to mid-December. Property taxes are due by March 31 of each year and received by Mid-April.

Special Assessment Off-roll- At 100% YTD. Two 50% payments are due at end of October and end of April.

**Note:** Off-roll has now been placed On-roll 21/22.

**Expenditures** (through end of August at 89% is 3% under straight proration of 92%)

Supervisors- (through end of August at 87%). Board has budgeted 9 meetings per year plus FICA, and the January meeting was cancelled.

Trustee – At 72%. Annual fees paid to U.S. Bank for acting as trustee, paying agent and registrar.

Dissemination agent – At 92% YTD is straight proration.

Insurance- At 91% is a one-time annual expense typically paid in October.

Contingencies – At 123% YTD is 31% over straight proration. This is for Bank charges, automated AP routing and miscellaneous expenses incurred throughout the year. This also includes reimbursements for travel expenses incurred for Board members required “in person” attendance.

Annual District filing fee- At 100% is typical as it is a one-time annual expense. Annual fee paid to the Department of Economic Opportunity.

Water Management/Contractual Services – At 84% YTD includes Pesky Varmints Cane Toad Removal; Solitude Lake & Wetland Management as well as monthly distributing of socks around the perimeter of Lake 52.

Aquascaping/cutbacks/pipe cleanout – At 38 % YTD includes the Littoral Planting project completed in November 2020; as recognized during the annual lake audit conducted last year, \$675.00 for erosion repairs adjacent to 14830 Bellezza Lane, and \$30,700 for the annual pipe cleanout.

Capital Outlay-drain pipe repair – At 180% YTD includes \$39K pipe damage by sinkhole- Padova Project; \$77K for the installation of the new pipe. Also include \$10,670.00 for the required landscape repair and irrigation repairs. An additional \$2K for the ROV of all five outfall structures.

Future Aeration Replacement – At 115% YTD includes required compressor replacements, air diffuser and fans. There were a total of (20) aeration systems that required repairs.

Tax Collector- At 118% YTD - Generally follows on-roll collection percentage, though the two county's charge differently which can throw this off by a small percentage.

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICTS  
FINANCIAL STATEMENTS  
UNAUDITED  
AUGUST 31, 2021**

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICTS  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
AUGUST 31, 2021**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2012	Debt Service Series 2013	
<b>ASSETS</b>				
Cash				
Operating	\$ 268,805	\$ -	\$ -	\$ 268,805
Investments				
BB&T - CDARS	1,496	-	-	1,496
Series 2012				
Revenue	-	231,645	-	231,645
Reserve	-	774,889	-	774,889
Prepayment	-	19,901	-	19,901
Series 2013				
Revenue	-	-	189,492	189,492
Reserve	-	-	75,000	75,000
Series 2017 Note				
Reserve*	10,000	-	-	10,000
Due from general fund	-	1,251	97	1,348
Due from other	8	-	-	8
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 282,655</u>	<u>\$ 1,027,686</u>	<u>\$ 264,589</u>	<u>\$ 1,574,930</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities</b>				
Due to debt service - series 2012	\$ 1,251	\$ -	\$ -	\$ 1,251
Due to debt service - series 2013	97	-	-	97
Total liabilities	<u>1,348</u>	<u>-</u>	<u>-</u>	<u>1,348</u>
<b>Fund Balances</b>				
Restricted for:				
Debt service	-	1,027,686	264,589	1,292,275
Unassigned	281,307	-	-	281,307
Total fund balances	<u>281,307</u>	<u>1,027,686</u>	<u>264,589</u>	<u>1,573,582</u>
Total liabilities and fund balances	<u>\$ 282,655</u>	<u>\$ 1,027,686</u>	<u>\$ 264,589</u>	<u>\$ 1,574,930</u>

**MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES , EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND 001  
FOR THE PERIOD ENDED AUGUST 31, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUE</b>				
Special assessment: on roll	\$ -	\$ 730,281	\$ 728,943	100%
Special assessment: off-roll	-	129,259	129,259	100%
Interest and miscellaneous	2	57	-	N/A
Total revenues	<u>2</u>	<u>859,597</u>	<u>858,202</u>	100%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	1,077	8,612	9,900	87%
Management	4,000	44,000	48,000	92%
Accounting	1,392	15,308	16,700	92%
Audit	-	4,000	10,000	40%
Legal	-	15,376	10,000	154%
Field management	1,275	14,025	15,300	92%
Engineering	4,278	68,233	95,000	72%
Trustee	-	7,207	10,000	72%
Dissemination agent	333	3,667	4,000	92%
Arbitrage rebate calculation	-	1,000	1,500	67%
Assessment roll preparation	417	4,583	5,000	92%
Telephone	22	238	259	92%
Postage	10	1,168	1,000	117%
Insurance	-	10,696	11,750	91%
Printing & binding	143	1,571	1,714	92%
Legal advertising	287	3,734	4,000	93%
Contingencies	107	3,081	2,500	123%
Annual district filing fee	-	175	175	100%
Website	-	705	705	100%
ADA website compliance	-	210	210	100%
Total administrative	<u>13,341</u>	<u>207,589</u>	<u>247,713</u>	84%
<b>Water management</b>				
Contractual services	18,771	181,191	215,000	84%
Aquascaping/cutbacks/pipe cleanout	-	37,700	100,000	38%
Electricity	2,837	26,024	31,500	83%
Capital outlay-drain pipe repair	-	140,010	78,000	180%
Future aeration replacement	-	19,890	17,340	115%
Capital outlay-aeration FCB loan pymt*	-	91,181	89,960	101%
Total water management	<u>21,608</u>	<u>495,996</u>	<u>531,800</u>	93%
<b>Other fees &amp; charges</b>				
Property appraiser	-	333	10,699	3%
Tax collector	-	9,484	8,030	118%
Total other fees & charges	<u>-</u>	<u>9,817</u>	<u>18,729</u>	52%
Total expenditures	<u>34,949</u>	<u>713,402</u>	<u>798,242</u>	89%
Excess/(deficiency) of revenues over/(under) expenditures	(34,947)	146,195	59,960	
Fund balances - beginning	316,254	135,112	100,919	
Fund balances - ending	<u>\$ 281,307</u>	<u>\$ 281,307</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 AUGUST 31, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment: on roll	\$ -	\$ 1,068,363	\$ 1,067,997	100%
Assessment prepayments	13,653	20,521	-	N/A
Interest	5	69	-	N/A
Total revenues	<u>13,658</u>	<u>1,088,953</u>	<u>1,067,997</u>	102%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	615,000	615,000	100%
Prepayment	-	75,000	-	N/A
Interest	-	430,755	431,010	100%
Total debt service	<u>-</u>	<u>1,120,755</u>	<u>1,046,010</u>	107%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	9,423	0%
Tax collector	-	12,333	12,564	98%
Total other fees & charges	<u>-</u>	<u>12,333</u>	<u>21,987</u>	56%
Total expenditures	<u>-</u>	<u>1,133,088</u>	<u>1,067,997</u>	106%
Excess/(deficiency) of revenues over/(under) expenditures	13,658	(44,135)	-	
Fund balances - beginning	<u>1,014,028</u>	<u>1,071,821</u>	<u>1,053,749</u>	
Fund balances - ending	<u>\$ 1,027,686</u>	<u>\$ 1,027,686</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 AUGUST 31, 2021**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment: on roll	\$ -	\$ 316,149	\$ 316,490	100%
Interest	1	17	-	N/A
Total revenues	<u>1</u>	<u>316,166</u>	<u>316,490</u>	100%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	155,000	155,000	100%
Interest	-	145,638	145,638	100%
Total debt service	<u>-</u>	<u>300,638</u>	<u>300,638</u>	100%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	4,945	0%
Tax collector	-	6,322	6,594	96%
Total other fees & charges	<u>-</u>	<u>6,322</u>	<u>11,539</u>	55%
Total expenditures	<u>-</u>	<u>306,960</u>	<u>312,177</u>	98%
Excess/(deficiency) of revenues over/(under) expenditures	1	9,206	4,313	
Fund balances - beginning	264,588	255,383	242,766	
Fund balances - ending	<u>\$ 264,589</u>	<u>\$ 264,589</u>	<u>\$ 247,079</u>	

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

**6**

**DRAFT**

**MINUTES OF MEETING  
MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Mediterra Community Development District held Multiple Public Hearings and a Regular Meeting on August 18, 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 (via telephone)	Vice Chair
Mary Wheeler	Assistant Secretary
Vicki Gartland (via telephone)	Assistant Secretary
John Henry	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Andy Tilton	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:05 a.m. Supervisors Greenberg, Wheeler and Henry were present, in person. Supervisors Gartland and Tarr were attending via telephone.

**SECOND ORDER OF BUSINESS**

**Chairman's Comments**

Mr. Greenberg shared the news of former Supervisor Michael Bishko's passing. All attending observed a moment of silence in memory of Mr. Bishko.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2021/2022 Budget**

41 **A. Proofs/Affidavits of Publication**

42 The affidavits of publication were included for informational purposes.

43 **B. Consideration of Resolution 2021-11, Relating to the Annual Appropriations and**  
44 **Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending**  
45 **September 30, 2022; Authorizing Budget Amendments; and Providing an Effective**  
46 **Date**

47 Mr. Greenberg presented Resolution 2021-11 and read the title.

48 **Mr. Greenberg opened the Public Hearing.**

49 Mr. Greenberg stated he only received two comments about the budget. The first  
50 complimented the Board on the cane toad removal and the ponds and further commented that  
51 the District Manager's company has been managing the CDD since Mediterra's turnover and  
52 asked why the Board does not put it out for competitive bid. Mr. Greenberg stated he  
53 responded that, while there may be one or two other companies with the capabilities of the  
54 current District Manager, any of those would have a deficit of experience. He stated he was  
55 personally satisfied with the services that the District Manager's organization is providing but, if  
56 the Board was ever unsatisfied or the majority of the Board wanted to put it out to bid, he  
57 would agree to do so. The second resident commented that, while the assessment increase is  
58 only \$153, they felt that it is a huge percentage increase.

59 Mr. Tarr stated he was unable to submit a correction to the letter to residents in time  
60 and there was one typo worth noting. The letter stated that it was the first audit since the  
61 merger but it was not, it was the second audit. Mr. Greenberg acknowledged the error.

62 Mr. Adams noted that no members of the public were present.

63 **Mr. Greenberg closed the Public Hearing.**

64 Mr. Tarr observed that, in the proposed Fiscal Year 2022 budget, the Tables for the  
65 neighborhoods were marked "preliminary." Mr. Adams stated, when the proposed budget is  
66 approved and adopted, the heading would be removed from the final version. Mr. Tarr asked  
67 why the \$49,973 budgeted for Management expenditures, on Page 1 of the proposed budget,  
68 was highlighted in yellow. Mr. Adams stated the highlighting was related to reallocation of  
69 expenses and should have been removed before the proposed budget in the agenda went to  
70 print.

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**On MOTION by Mr. Henry and seconded by Ms. Wheeler, with all in favor, Resolution 2021-11, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2021/2022, Pursuant to Florida Law**

**A. Proofs/Affidavits of Publication**

**B. Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

**C. Consideration of Resolution 2021-12, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Greenberg presented Resolution 2021-12 and read the title.

**Mr. Greenberg opened the Public Hearing.**

Mr. Adams noted that no members of the public were present.

**Mr. Greenberg closed the Public Hearing.**

**On MOTION by Mr. Tarr and seconded by Ms. Gartland, with all in favor, Resolution 2021-12, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Presentation of Annual Quality Assurance Audit: Lake Maintenance**

**A. Memorandum**

111 **B. Evaluation Sheets/Lake Photos**

112 Mr. Greenberg commended Mrs. Adams on the presentation of the Lake Maintenance  
113 Audit and thanked Mrs. Adams and Mr. Willis for their hard work.

114 Mr. Willis stated 14 aeration systems were found to have an issue; seven have been  
115 repaired and returned to full function, five would be repaired when warranty issues are  
116 addressed and parts are received and the remaining two are Resource Conservation Systems  
117 (RCS) aeration systems and RCS was were notified about the issue.

118 Mr. Greenberg asked for the MCA to be informed about the RCS aerators as they are out  
119 of the CDD's purview.

120 Mr. Tarr noted that Canna was generally trimmed after a freeze and suggested that  
121 trimming be rescheduled to a February or March exercise. Mrs. Adams stated Canna trimming  
122 would be scheduled accordingly.

123

124 **SIXTH ORDER OF BUSINESS**

**Discussion: SFWMD New Application  
210716-6843**

125

126

127 Mr. Greenberg stated Mr. Tilton would discuss a new South Florida Water Management  
128 District (SFWMD) application for Stormwater Pond 74, based on events that have occurred.

129 Mr. Tilton stated, as of today, the extension was not issued; as soon as it is issued, he  
130 would send it to the Board. Mr. Greenberg requested that this be included on the Action Items  
131 List and that the extended date is included in the Critical Dates List, once approved. Mr. Adams  
132 calculated that the date would be February 1, 2027; a series of reminders would begin on  
133 October 1, 2026. Mrs. Adams stated this has been added to the Key Activity Dates List.

134 Mr. Greenberg stated the next step is for Mr. Tilton to monitor and report on the  
135 issuance of the extension. Mr. Tilton stated he would also continue to watch for other  
136 Executive Orders that may be extended by the same process.

137 Mr. Greenberg asked if any issues or deadlines with Collier County might affect permits.  
138 Mr. Tilton stated, unless zoning is somehow changed, there should not be a problem going  
139 forward. Mr. Greenberg expressed concern because two new single-family home communities  
140 would be built on Livingston Road, in addition to a high school to be built in the area. He  
141 wondered whether the increased traffic and density would affect the CDD's ability to obtain a  
142 building permit. Mr. Tilton stated he did not expect an issue with the current project but access

143 issues may be a more immediate concern. He stated that buildings for internal use keep traffic  
144 on site, which can be seen as a positive. Mr. Greenberg stated he would never support a project  
145 requiring access from Livingston Road, due to the security and external traffic issues. The  
146 possibility of a ground lease was discussed.

147

148 **SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of June 30, 2021**

149

150

151 Mr. Greenberg presented the Unaudited Financial Statements as of June 30, 2021. Mr.  
152 Greenberg asked if the Lake 52 bacteria applications would be an ongoing exercise. Mr. Adams  
153 discussed the extent of the algae issue on the very problematic lake and stated treatment was  
154 advised to continue, given its success. Mr. Tarr stated the algae was always present; the  
155 bacteria treatment merely keeps it at bay so continued treatment was advised. Mrs. Adams  
156 noted that many residents live on Lake 52 and the Board agreed to continue bacteria  
157 treatments to minimize the algae.

158 The financials were accepted.

159

160 **EIGHTH ORDER OF BUSINESS**

**Approval of June 16, 2021 Regular Meeting  
Minutes**

161

162

163 Mr. Greenberg presented the June 16, 2021 Regular Meeting Minutes. Mr. Greenberg  
164 stated that edits were submitted to management.

165 Regarding Line 102, Mr. Tarr stated he believed the motion was to approve work to be  
166 done but somehow the budget item was incorporated into the motion, which he found  
167 confusing. Mr. Greenberg stated he would work with Mr. Adams and rewrite the motion in two  
168 sentences.

169

170 **On MOTION by Mr. Greenberg and seconded by Ms. Wheeler, with all in favor,**  
171 **the June 16, 2021 Regular Meeting Minutes, as amended to include the edit**  
172 **discussed, which would be submitted to Management, were approved.**

173

174

175 **NINTH ORDER OF BUSINESS**

**Staff Reports**

176

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

178 There was no report.

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

180 There was no report.

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

182 • **NEXT MEETING DATE: October 20, 2021 at 9:00 A.M.**

183 ○ **QUORUM CHECK**

184 Mr. Tarr, Mr. Henry, Mr. Greenberg and Ms. Gartland confirmed their in-person  
185 attendance at the October 20, 2021 meeting. Ms. Wheeler would attend via telephone.

186 Mr. Tarr asked Mr. Tilton if he was satisfied with the quality of the engineering related  
187 to the stormwater system. Mr. Tilton stated, after inspection and reviewing the information  
188 submitted by Mr. Richards, he had no concerns about roadway flooding or flooding of  
189 residences. Future phases of the roadways to be installed should have no impact on the CDD's  
190 operation. Mr. Tarr asked if the CDD should be concerned if the MCA proceeds with the berm  
191 and wall. Mr. Tilton discussed why he did not believe there would be an issue and stated he  
192 would review the proposal once it is submitted.

193 Mr. Tarr asked Mr. Adams for the status of the Cortile resident who chopped down  
194 trees. Mr. Adams stated he was waiting on a final invoice and signoff from SFWMD. Mr. Tarr  
195 asked how much the resident would owe the CDD. Mr. Adams stated he did not have a final  
196 tally but it would likely be \$7,000 to \$8,000 for initial work and then \$6,000 for future  
197 monitoring events. No invoices have been sent to the resident; a reinspection was scheduled to  
198 survey damage following Hurricane Elsa.

199 Ms. Wheeler recalled that, at a previous meeting, the Board discussed whether the  
200 Imperial Parkway pipes were open and asked if there was any follow up on it. Mr. Tilton stated  
201 that, per their Manager, they have a program to keep the pipes clean. At one point, Collier  
202 County was performing some maintenance and, while the County has the right to maintain it, if  
203 it is not maintained to the level that Imperial wants, Imperial steps in and performs some  
204 additional maintenance.

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

206 • **Key Activity Dates**



207 The August Key Activity Dates Report was included for informational purposes and  
208 would be updated, as needed. Mr. Greenberg noted the second item, the Club notices, was  
209 completed.

210 Mr. Tarr asked Mr. Adams what happened with Cintron and the bid for the wildfire  
211 preserve cleanup. Mrs. Adams stated the bid included downed trees; the only thing that would  
212 cause a change would be if a hurricane brought down more trees than originally documented.  
213 Mr. Tarr asked how much was committed to pay, absent a hurricane. Mrs. Adams stated  
214 \$168,000 was approved at the meeting. Discussion ensued regarding an additional \$7,000  
215 budgeted in the event of a hurricane.

216

217 **TENTH ORDER OF BUSINESS**

**Action/Agenda or Completed Items**

218

219 This item was not addressed.

220

221 **ELEVENTH ORDER OF BUSINESS**

**Old Business**

222

223 There was no old business.

224

225 **TWELFTH ORDER OF BUSINESS**

**Supervisors' Requests**

226

227 Mr. Tarr requested advance notice of deadlines, such as the Chairman's letter. Mr.  
228 Greenberg stated the Chairman's letter would be added as a Key Activity Dates item.

229

230 **THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

231

232 There were no public comments.

233

234 **FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

235

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

237

238

239

**On MOTION by Mr. Tarr and seconded by Mr. Henry, with all in favor, the meeting adjourned at 9:54 a.m.**

240  
241  
242  
243  
244  
245  
246  
247

---

Secretary/Assistant Secretary

---

Chair/Vice Chair

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

**7BI**



September 1, 2021

Mr. Chuck Adams, District Manager  
Mediterra CDD  
c/o Wrathell, Hart, Hunt & Associates  
9220 Bonita Beach Road  
Suite 214  
Bonita Springs, Florida 34135

Re: Mediterra Community Development District Rate Schedule

Dear Mr. Adams and Board of Supervisors:

Like many firms, we try to absorb increased expenses on a yearly basis but rising labor, health care, home and fuel costs have exceeded everyone's expectations, especially here in Southwest Florida. Revising our rates has also become necessary for us to retain and attract employees with the level of professional expertise that you have come to expect from us.

Attached is our new rate schedule that went into effect on July 13, 2021. We believe our new rates continue to remain competitive with that of other top-tier consulting firms. Our master contract allows us to take a fee modification before the Board once a year, although we have not requested a fee modification since 2006. We would appreciate it if this could be addressed at the next Board Meeting in September for an October 1, 2021 start date. You may want to attach these new rates to your Professional Services Agreement with us for future reference.

After 75 years, our firm's focus remains the same and that is your satisfaction. Your project is important to us and if there is anything we can do better to help you, please let us know.

Very truly yours,

JOHNSON ENGINEERING, INC.

Andrew D. Tilton  
For the Firm

Enclosure  
ADT/20023589-001/mfc



**PROFESSIONAL SERVICES  
HOURLY RATE SCHEDULE  
July 13, 2021**

**Professional**

9	\$250
8	\$230
7	\$210
6	\$190
5	\$165
4	\$150
3	\$140
2	\$120
1	\$110

**Technician**

6	\$155
5	\$130
4	\$110
3	\$95
2	\$75
1	\$65

**Administrative**

3	\$90
2	\$80
1	\$65

**Field Crew**

4-Person	\$220
3-Person	\$190
2-Person	\$150

**Field Equipment**

*Field Equipment on Separate Schedule*

**Expert Witness** \$300

**Reimbursable Expenses  
and Sub-Consultants** Cost + 10%

**Construction Engineering and Inspection  
(CEI Services)**

CEI Services Manager	\$175
CEI Senior Project Administrator	\$155
CEI Project Administrator	\$140
Contract Support Specialist	\$120
Senior Inspector	\$110
CEI Inspector III	\$100
CEI Inspector II	\$90
CEI Inspector I	\$80
Compliance Specialist	\$90
CEI Inspector's Aide	\$65

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

**7C**

**MEDITERRA COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE**

**LOCATION**

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

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 20, 2021</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>November 17, 2021</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>January 19, 2022</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>February 16, 2022</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>March 16, 2022</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>April 20, 2022</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>May 18, 2022</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>June 15, 2022</b>	<b>Regular Meeting</b>	<b>9:00 AM</b>
<b>August 17, 2022</b>	<b>Public Hearing &amp; Regular Meeting</b>	<b>9:00 AM</b>

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

**7D**



# MEDITERRA CDD

## Key Activity Dates

### Updated: October 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
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.	6/1/2022
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.	6/15/2022
O & M Assessement letter	SOP	N/A	Staff to provide Chairman's draft assessment letter to the Board 48 hours in advance of mailing to the Residents of proposed increases. Notices must be mailed twenty days in advance of meeting to adopt the budget.	7/1/2022
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.	9/15/2022
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2022
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.	10/1/2022

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 February & March of each year if necessary.	Feb. & March Annually
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. This project is still in progress. Laptop last updated the week of June 14th.	Jun-21
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)	4/15/2022
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 Monday, January 31st, with cleaning to be completed during the month of May	1/31/2022 thru 5/2022
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 August agenda package.	June/July 2022
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	June/July 2022
Phase Three East - Stormwater Pond 74	SOP	N/A	The original issue date was April 16, 2020. Modified September 9, 2021. The duration of the permit is extended until February 4, 2027 per the request to SFWMD. 90 day reminder is included, as reflected.	11/1/2026 (reminder) 2/4/2027 (deadline)
Preserve Fire Reduction Program - Three Year Rotation Program	SOP	N/A	As approved at the June 16, 2021 meeting; project to commence in January 2022; and continue every three years. Project to be completed by Cintron Landscape Services. Project to be completed within 100 days.	1/1/2022
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**

**8**

## 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. <b>8.18.21</b> Mr. Tilton to inspect the 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, Mr. Willis 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. Mr. Willis 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>	Mr. Willis 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	04.21.21	<b>ACTION</b>	Staff to obtain unit pricing for all contracts moving forward.	X			
12	04.21.21	<b>ACTION</b>	Mr. Adams to coordinate Mr. Wrathell's attendance at a meeting where all board Members are present.	X			
13	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			
14	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			
15	06.16.21	<b>ACTION</b>	Mr. Adams to ensure accounting inserts in the unaudited financial statement a note indicating the bank holding \$10,000 until the aeration installation project loan is paid in full.			X	
16	06.16.21	<b>ACTION</b>	Mr. Adams to revise the budget by 40% for the Preserve Fire Reduction Program and add assigned fund balance line item to commence FY 2023, to show build up of reserves,	X			
17	06.16.21	<b>ACTION</b>	Mr. Adams to send letter and invoice to 10806 Cortile Way homeowner for remediation and follow-up costs, upon SFWMD signing off on project.			X	
18	06.16.21	<b>ACTION</b>	Ms. Wilson to email revised Resolution 2021-10 to the Board and District Staff.	X	X		
19	06.16.21	<b>ACTION</b>	Ms. Wilson to email her firm's "What CDDs are" brochure to the Board and Staff.	X	X		
20	06.16.21	<b>ACTION</b>	Mr. Adams to prepare and email the Board an outline of the steps and costs involved to refinance the Series 2012/2013 bonds, obtain quotes from FineMark National Bank & Trust and Synovus Bank, and schedule pertinent dates on the calendar.	X			
21	06.16.21	<b>ACTION</b>	Mrs. Adams to email Mr. Greenberg section of minutes transcribed verbatim regarding handout about tax bill to send to MCA to distribute during orientation to new homeowners and include in his letter to current homeowners.			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	06.16.21	<b>ACTION</b>	Mr. Adams to research why the projected fund balance surplus amount varied significantly on pages 5 and 7 of the proposed budget and determine if funds should be moved to prepay bonds.			X	
23	06.16.21	<b>ACTION</b>	Mr. Adams would revise the FY 2023 proposed budget so "Actuals are through 5/31/22" to present at the June 2022 meeting.	X			
24	06.16.21	<b>ACTION</b>	Mr. Adams to revise the FY 2022 proposed budget, correcting multiple scrivener's errors, rolling up various flat fee items into Management fees and removing "Capital" from outlay line items in this and future budgets.	X	X		
25	06.16.21	<b>ACTION</b>	Mr. Tilton to draft letter on 06.28.21 regarding Lake 74 permit, now that Executive Orders are lifted.	X	X		
26	06.16.21	<b>ACTION</b>	Mrs. Adams to contact homeowner to notify the residential portion of the Padova landscape projects completion.	X	X		
27	06.16.21	<b>ACTION</b>	Mr. Adams to send The Club this week, a separate letter from the property tax notice, advising change to on-roll assessment billing.	X	X		
28	06.16.21	<b>ACTION</b>	Mr. Adams to call or send official letter to the Supervisor's of Election office requesting correction of CDD name.	X	X		
29	08.18.21	<b>ACTION</b>	Mr. Willis to inform the MCA about the 2 RCS aerators requiring service.	X	X		
30	08.18.21	<b>ACTION</b>	Mrs. Adams to reschedule Canna Trimming for January or February timeframe.	X			
31	08.18.21	<b>ACTION</b>	Mr. Tilton to send the SFWMD extension to the Board as soon as it is issued. Extended dates to be included in the Critical Dates List when approved. Mr. Adams calculated the date would be February 1, 2027; a series of reminders would begin on October 1, 2026.	X	X		
32	08.18.21	<b>ACTION</b>	Mrs. Adams to add the Chairman's letter as a Key Activity Dates item.	X	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	10.16.19	<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
2	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
3	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
4	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
5	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
6	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
7	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
8	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
9	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
10	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			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
			permit.				
11	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
12	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
13	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
14	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
15	03.16.21	<b>ACTION</b>	Mr. Adams to email WHA Management contract to the Board.			X	04.21.21
16	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
17	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
18	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
19	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
20	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
21	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
22	04.21.21	<b>ACTION</b>	MRI to email Mr. Adams Padova Pipe project warranty letter.			X	05.19.21

## 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
23	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
24	04.21.21	<b>ACTION</b>	Mr. Denison to send 2021 Contract to Mr. Adams for Board approval.			X	05.19.21
25	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
26	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
27	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
28	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
29	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
30	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
31	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
32	03.03.21	<b>ACTION</b>	Mr. Tilton to work with Mr. Adams and Ms. Willson to determine legal right of CDD to inspect pipes on Imperial Side related to Veterans Pkwy extension. <b>04.21.21</b> MRI to provide cost to inspect five outfall structures utilizing video. <b>05.19.21</b> Staff to proceed with project upon receipt of proposal to inspect all outfall structures, increase line item budget and send results of the five outfall structures to the Board, upon receipt.			X	06.16.21
33	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	06.16.21

## 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
34	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	06.16.21
35	05.19.21	<b>ACTION</b>	Mrs. Adams to look into Staff using materials other than spike rush in the lake bank in the pond (Lake 76) backing up to Caminetto and report her findings to the Board and have staff keep spikerush tighter. Will review during lake audit.			X	06.16.21
36	05.19.21	<b>ACTION</b>	Mr. Tilton to send Fire Plan Map to new Board Members.			X	06.16.21
37	05.19.21	<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	06.16.21
38	05.19.21	<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	06.16.21
39	05.19.21	<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	06.16.21
40	05.19.21	<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	06.16.21
41	05.19.21	<b>ACTION</b>	Mrs. Adams to email Ms. Almstead and Ms. Kuzak, confirming the Board approved the residents' request to install certain trees.			X	06.16.21
42	05.19.21	<b>ACTION</b>	Mr. Adams to email 10806 Cortile Way homeowner violation letter to Mr. Todd.			X	06.16.21
43	05.19.21	<b>ACTION</b>	Mrs. Willson to prepare letter agreement to 10806 Cortile Way homeowner regarding restoration plan and responsible for remediation costs.			X	06.16.21

