

MEDITERRA

COMMUNITY DEVELOPMENT DISTRICT

November 16, 2022

BOARD OF SUPERVISORS

REGULAR

MEETING AGENDA

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

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

November 9, 2022

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Mediterra Community Development District

Dear Board Members:

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on November 16, 2022 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:

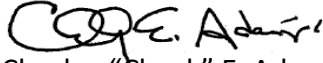
1. Call to Order/Roll Call
2. Public Comments *(3 minutes)*
3. Chairman’s Comments
4. Update: Pesky Varmints, LLC, Cane Toad Newsletter
 - Consideration of Estimate #1882 for Cane Toad Control Cost Increase
5. Discussion/Consideration of Dead Trees Removal Within Conservation Area
6. Acceptance of Unaudited Financial Statements as of September 30, 2022
7. Approval of October 19, 2022 Regular Meeting Minutes
8. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Johnson Engineering, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: December 7, 2022 at 9:00 A.M.
 - QUORUM CHECK

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

- D. Operations Manager: *Wrathell, Hunt and Associates, LLC*
- Key Activity Dates
 - Stormwater Ponds and Approximate Locations
9. Action/Agenda or Completed Items
10. Old Business
11. Supervisors' Requests
12. Public Comments (*3 minutes*)
13. 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: 800-245-3047
CONFERENCE ID: MEDITERRA
CONFIRMATION CODE: 83594

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
CONFIRMATION CODE: 83594
EVENT TITLE: MEDITERRA CDD BOARD OF SUPERVISORS MEETING

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

4

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Cane Toads in SWFL

Invasive species, invading Florida

An invasive species is defined as a species that is not native to Florida's ecosystem and can cause, or is likely to cause, environmental harm. The Cane toads, also known as Bufo toads, is one of many invasive species that has hopped into Southwest Florida and doesn't plan on leaving on its own. It is important to know about the Cane toads when living in the area, especially with pets.

The Cane toads were originally introduced to Florida back in the 1930's and 1940's. Their native land is South America. Man brought them to the sugarcane fields, south of Okeechobee, to help control the bug population in a natural way. Once the population of Cane toads were settled, they did not actually help as a natural pest control like Man thought they would, so they moved on to other ideas. Meanwhile, the Cane toads were able to sustain a population and their numbers started to increase.

Cane toads reproduce very quickly. One female Cane toad can have up to 36,000 eggs in one sitting, twice a year. Once the eggs are laid in the water, they hatch into tadpoles within 48 hours. The tadpoles are then in that stage of life for three to five weeks, depending on how warm the water is. Breeding times occur twice in a year, the first in the early spring and the second occurring later in summer.



Above Picture: Cane toads mating in the water. This picture was taken by our Pesky Varmints Wildlife Technician when inspecting a property in Bonita Springs, Florida.



Above Picture: Adult 'breeder' Cane toads removed from one community in one night in Naples, Florida by Pesky Varmints. These Cane toads were donated to the biologist at the Naples Conservancy to help study and research these invasive toads. Picture courtesy of the Naples Conservancy.

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Protect your pet against Cane Toads

Being aware of your surroundings will help save your pets life

The toxin from the adult Cane toads can seriously harm and even kill pets and wildlife if it is ingested. The toxin glands are located on each side of the Cane toad's head. They release the toxin as their defense. Once this toxin has been swallowed by dogs, cats, or even small mammals, it can cause disorientation, red gums, foaming of the mouth, seizures and even death within 15 minutes.

If your pet does come into contact with the poison from a Cane toad, we recommend wiping their mouth out with a clean, dry rag. Do not let them swallow any water and get them to the vet immediately.

By removing Cane toad attractants and hiding spots around your home, it could help protect your furry loved one when they are out enjoying the yard. Always remember to be aware of your surroundings while walking your dog.

- Walk your pet on a leash and keep an eye on where they are sniffing around.
- Bring a flashlight when walking in the late evening and early morning.
- Keep landscape trimmed up and thinned out from the ground up. Cane toads will hide under thick bushes.
- Take away anything that holds water. Cane toads seek out water sources!
- Do not keep pet food outside or on the lanai. Cane toads are attracted to pet food.
- Add screens to the end of downspouts. Cane toads will hide there during the day to get out of the sun.
- Check underground propane and utility boxes. Cane toads will use these areas for a hiding spot to get out of the sun during the day.

Native Toads and Frogs

Protecting our Native Species

Protecting our native toads and frogs is very important. They often get confused for the Cane toads because of their markings and features. Learn how to identify a Cane toad and protect Florida's ecosystem.

Page 2

The Scoop of the Day

Control the Population

Removing the Cane toads in all stages of life will help to control the population. Take a walk on the wild side and see how Pesky Varmints can help control the Cane toad population in your community.

Page 3

Cane Toad 101

Frequently asked Q&A's

Review frequently asked questions regarding the invasive Cane toads. If you have a question for Pesky Varmints, email us at Info@PeskyVarmintsFL.com. Meet some of Pesky Varmints' Team Members.

Page 4

www.PeskyVarmintsFL.com

Cane Toads VS Native Toads and Frogs

Protect Florida's native species

Being able to identify a Cane toad is important in protecting Florida's native species. Cane toads generally range in size from 6 to 9 inches long. Cane toads can be confused with Florida's native Southern toad. Adult cane toads are much larger than adult Southern toads, which only grow to a maximum size of approximately 3.6 inches. Their markings can be similar.

Treefrogs can often get confused with the juvenile Cane toads. Always remember that toads, in general, are strictly ground dwellers. They do not have the suction on their feet like frogs do to climb walls and ceilings. Even the juvenile Cane toads will be found on the ground only.

Bullfrogs are native to Florida and can often be found around a water source. They are not harmful to pets or humans. As a matter of fact, if you've ever seen frog legs on a menu, it's more than likely the Bullfrog!



Above Picture: Southern Toad, Florida's native species of toad that is beneficial to the ecosystem. This picture was taken by one of Pesky Varmints' Wildlife Technicians while working a property in Bonita Springs, Florida.



Above Picture: Leopard Frog. This picture was taken by one of Pesky Varmints' Wildlife Technicians while working a property in Naples, Florida.



Above Picture: Bullfrog. This picture was taken by one of Pesky Varmints' Wildlife Technicians while working a property in Bonita Springs, Florida.



Pictures Above: The left picture is a Cane toad eating a softshell turtle hatchling in Fort Myers, Florida. The right picture is a Cane toad eating a baby blue bird that had fallen out of the nest in Naples, Florida. Both pictures were taken by Pesky Varmints' Wildlife Technicians while working properties at night.

The Diet of the Cane Toad

Learn how Cane toads are harming Florida's ecosystem

Not only can the toxin from a Cane toad harm wildlife if they ingest it, but our Wildlife Technicians have found Cane toads eating wildlife too! We have found adult Cane toads eating softshell turtle hatchlings, rodents, and baby birds.

Cane toads are also found to be cannibalistic. This means that the adult Cane toads will prey on the smaller, juvenile Cane toads for a food source. This does help to eliminate some of the smaller Cane toads that have just grown their legs from the tadpole stage. Although this helps somewhat with the large numbers, it is still not enough to keep the population under control.

Cane toads compete with our native species for their food source. This includes bugs and small insects.

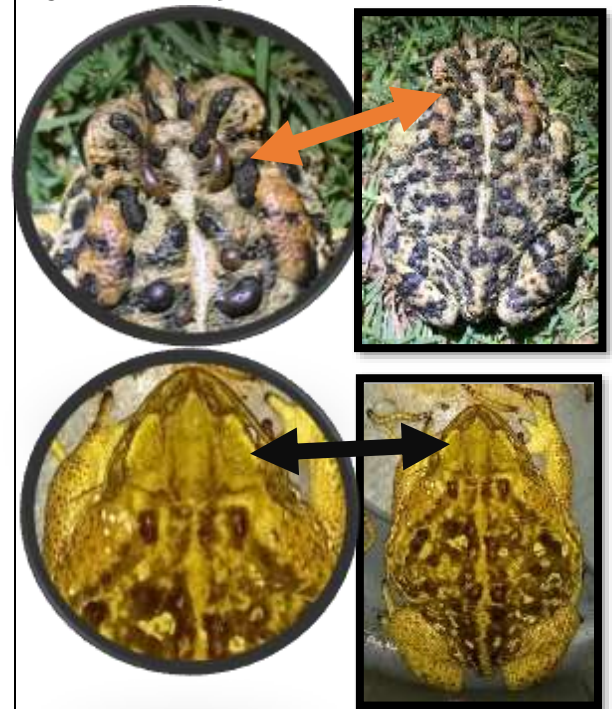
The Cane toads enjoy receiving an easy meal, and no better place for a toad than right underneath a light at night. The exterior lights that are left on at night attracts bugs closer to the home. The bugs will bring in small treefrogs and lizards, which will also attract the Cane toads. By turning off lights at night or switching to a bug light and/or motion sensor light, it will remove the food-chain, making it a less desirable place for the Cane toad to be.

Although Cuban treefrogs are not native to Florida, they do not have the toxin like the Cane toads. They cause harm to the ecosystem because they compete for the same food source as our native toads and frogs, and they also prey on native frogs and lizards.

Identifying a Cane Toad

Remove the invasive species

One of the easiest ways to tell the Cane toad and Native toad apart is by looking on top of their head. The Southern toad, native to Florida, has a crest on top of their head. Think of the crest as a crown, and they should be treated as royalty. The toads with the crown can be left alone. The invasive Cane toad has a smooth head. They do not have the crest like the Southern toads.



Above Pictures: The top picture is a Southern toad, showing the crest on top of the head. The bottom picture is a Cane toad, showing the smooth head, no crest.

239-353-PEST (7378)

The Scoop of the Day

Helping the ecosystem hop forward



Above Picture: Two Cane toads on a property in Estero, Florida. This picture was taken by one of Pesky Varmints' Wildlife Technician while working a community at night.

The Cane toads have no real predators in the Florida's ecosystem. They reproduce rapidly and the population can easily grow out of control. Being an invasive species, eradication is not a realistic goal. Controlling the population from all ends of their lifecycle will help to bring their population down to a manageable level. Removing the Cane toad eggs, tadpoles and adult breeder toads will bring the number of Cane toads down, while raising the Southern toad population. Regular removal visits will start to balance out the ecosystem within your community.

The mating call of the Cane toad can become very loud during breeding times. The first round of breeding occurs in late February into March when the weather starts to warm up. It continues throughout March into April. The Cane toads start to come out of their winter hibernation stage as the temperatures get warmer. They immediately begin their mating calls and start to breed. The second round of breeding occurs around August going into September and can last throughout October. Although the Cane toads do not actually breed in the summertime, it is still a very active time for the Cane toads. The weather is hot and humid, making it the perfect climate for these pesky toads. When the weather cools down in December and January, the Cane toads go dormant.

Pesky Varmints recommends completing Cane toad control visits between the most active times, going from February to November. We can offer the perfect program for your community to help control the Cane toad population. Email us at Info@PeskyVarmintsFL.com to find out more details.

www.PeskyVarmintsFL.com

Removing Eggs and Tadpoles

Control the population from all lifecycles

The Cane toad eggs look like little black marbles attached together with a long string. They are in this stage of life for such a short period time, that it is hard to find and remove them. When the female first lays her eggs, they can be found in the water against the lake banks.

The Cane toad tadpoles are much easier to notice, and in some cases, they are hard NOT to notice! In the water, they stay close together in a tight clutch and can appear to look like a big black cloud in the water.



Pictures Above: The left picture shows Cane toad eggs. The right picture shows a clutch of Cane toad tadpoles that were removed from a lake.



Above Picture: Cane toad tadpoles in a lake. This picture was taken from one of our Wildlife Technician's while working a community located in Bonita Spring, Florida.

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Cane Toad Tadpoles VS Native Tadpoles

Not all tadpoles are bad

It is important not to remove the native tadpoles that are in the water. The goal is to remove only the invasive Cane toad tadpoles so the natives can start to build their population back.

Pesky Varmints uses the toxin from an adult Cane toad to lure in the Cane toad tadpoles. Once a drop of the toxin is placed in the water, the Cane toad tadpoles start to swim quickly over to it. The native tadpoles are not attracted to it and will not go towards it.

Once the tadpoles have been correctly identified as Cane toads, it is important to remove those clutches from the water. Scooping them out is the best way to get most of them removed. Traps might be placed in lakes that have a lot of grass around the banks to lure them out of their hiding spots. These traps are not left for long periods of time, they are only in the water while our Wildlife Technicians are on site to monitor them. We can determine what is needed for the communities' lakes to take the proper steps in removing the Cane toad tadpoles.



Above Picture: Adult 'breeder' Cane toads removed from one community in one night in Naples, Florida by Pesky Varmints. These Cane toads were donated to the biologist at the Naples Conservancy to help study and research these invasive toads. Picture courtesy of the Naples Conservancy.

Frequently asked Cane Toad Questions

Keeping your home and pets safe while protecting Florida's ecosystem



Lindsey Floyd, Owner
Pesky Varmints



Dan Floyd, Owner
Pesky Varmints

Who can help to eradicate them? You can! If you see a toad around your home, remove it and humanely euthanize it. For safety purposes, we recommend gloves and eye protection. Get a plastic bag and pick it up the way you would pick up after your pet when you're on a walk. It wouldn't hurt to double bag it! Put it in an old cooler with ice until your next garbage day. Also recommended is putting it in your freezer... but who wants a Cane toad in their freezer... so a cooler with ice is the alternative. Look to eliminate any hiding places and standing water on your property. Thin out your landscape from the ground up so there are not any places they can hide.

How are Cane toads harming our wildlife and pets? These invasive toads' prey on our natural wildlife, including our native toads and tree frogs. The Pesky Varmints team has even seen these toads eating our native wildlife such as softshell turtles, rodents and even baby birds! They also compete for the same food source, which poses a threat to our native critters. The Cane Toads release a poison that is highly toxic to your pets and native animals and can cause serious illness and even death.

Where did they come from? These toads are native to South America but were brought to Florida in the 1930's and 1940's to help control beetles and insects in the sugar cane fields. These toads are strictly ground dwellers, they do not hop high or climb so it was discovered they were not a very good pest control when they couldn't reach the bugs! Being a nonnative species to Florida, they have no known predators here, and the fact that they breed twice a year is the perfect storm for the population to get out of control.

When are they most active? Cane toads are most active during the nighttime hours. Sitting in the hot Florida sun will dry their skin up, which is why they try to hide out in a shady place during the daytime. Like most amphibians, these toads love the hot and humid weather, and the summer rains bring them out and about.

How can I be sure I am seeing a Cane toad and not our Native toads? The best way is to take a picture of what you are seeing and email it to us at Info@PeskyVarmintsFL.com. We have trained professionals that can help identify the species for you.

www.PeskyVarmintsFL.com
239-353-PEST (7378)
Info@PeskyVarmintsFL.com

Why is it important to get involved? This invasive species has no known predators in the Florida ecosystem, and they breed rapidly. It is important for everyone to help eradicate these poisonous toads to help protect all your furry family members and the beautiful Florida wildlife



Mike Strauss, Wildlife Specialist
For Pesky Varmints



Dan, Mike, and Lindsey
Removing Pythons from the Everglades



Pesky Varmints, LLC

12385 Cecil Lane | Bonita Springs, Florida 34135
 239-353-7378 | peskyvarmintsf@aol.com |
 www.peskyvarmintsf.com

Estimate #1882	
Sent on	_____
Total	\$19,650.00

RECIPIENT:

Mediterra Community Development District

C/O Wrathell, Hunt and Associates, LLC
 Attn: Chuck Adams

SERVICE ADDRESS:

C/O Wrathell, Hunt and Associates, LLC
 Attn: Chuck Adams
 Boca Raton, FL 33431

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Cane Toad Control	<p>2023 Cane Toad Control: Mediterra CDD (Lakes Only) \$892.50 per night / 2 visits per month \$1785 for 10 months</p> <p>Estimating 2 Night Visits per month to get to all lakes from February - November.</p> <p>Each visit will take place during the nighttime hours when the Cane toads are most active. A thorough inspection of the Mediterra CDD lakes will be completed with the removal of as many adult (breeder) and juvenile Cane toads as possible to help bring down the Cane toad population and show results to the community. Lakes on property will also be inspected for the removal of the Cane toad eggs and tadpoles during the nighttime hours. Disposal fee included with price.</p> <p>One report and invoice will be submitted to the CDD Management after the monthly visits takes place. Please allow at least 3 business days after the visit is complete to receive the report and invoice.</p> <p>The night visits will be scheduled in advance and the dates will be provided to notify the residents of when the work will take place.</p> <p>With any invasive species, these visits will not eradicate the population completely. These visits are for the inspections around the lakes only throughout Mediterra. We encourage the Golf Course and HOA's to look into Cane toad control. We also encourage Owners to take steps around their home to remove attractants and hiding spots for these Cane toads.</p>	10	\$1,785.00	\$17,850.00*



Pesky Varmints, LLC

12385 Cecil Lane | Bonita Springs, Florida 34135
 239-353-7378 | peskyvarmintsf@aol.com |
 www.peskyvarmintsf.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Cane Toad Tadpole Removal	<p>Tadpoles - Estimating 4 Day visits for tadpole control for the 2023 year \$450 per day/ per visit/ per crew Lakes throughout Mediterra</p> <p>Daytime tadpole removal (If Needed) during breeding times. We are recommending to budget 4 visits for the 2023 year. If more visits are needed, we will notify Management.</p> <p>Working tadpoles during the daytime, we will be respectful of Golfers and work around them. These visits could take place during early morning hours or late evening hours. A report and invoice will be submitted to Management up to 3 business days after completion.</p> <p>Not all of these day visits may be needed but we recommend adding for budget purposes.</p>	4	\$450.00	\$1,800.00*

Total **\$19,650.00**

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

5

Mediterra Community Development District

To: Board of Supervisors

From: Robert E. Greenberg, Chairman

CC: District Staff

Date: November 2, 2022

Re: Dead Tree Removal Behind 6-North Green/Overhanging Limbs on 7th Tee.

The Club has requested our assistance to remove two dead trees and improve the safety and aesthetics of the area behind the 6th Green on the North Course and the number 1 tee box on hole 7. The dead trees are within the CDD's conservation area. A picture of the two trees to be cut and an area graphic are in your agenda book. They also want to remove or cut back the overhanging limbs on two trees that are in front of the 7th tee box (the 1 Tee).

Typically the District will flush cut/drop any trees in the conservation area that may pose a threat of falling into the path of people or damaging property, as this is a District responsibility as steward of the preserves.

We have verified that since these dead trees pose a threat to health, safety, and welfare they may be removed. The District's engineer/environmentalist recommends we obtain good photos of the trees while standing and the site after removal. The photos would be retained in the CDD's official files for reference if ever needed.

As to the overhanging limbs, they appear based on the GIS map and my walkthrough of the area to be in a conservation easement.

- If the trees are dead, they can be removed as described for Hole 6.
- If the trees are alive and not native, they can be removed.
- If the trees are alive and native, leave them as they are within the easement. If they overhang the easement line into the Club property, they could be trimmed to the line.

Andy reports that based on the Lee County Property Appraiser's web site, the limits of the conservation easement shown on the District mapping are similar. If it is correct, then there are some trees outside the conservation easement, and these would be up to the Club to deal with. Also according to Andy, the lines on the Lee County Property Appraiser's map are approximate and could be 20-50 feet from the actual location. If the location is close to a boundary, then a quick survey is warranted. If within the easement, my preference would be to have our vendor give them a haircut to the easement line if native; otherwise, remove.

Accordingly, I would like a board consensus to instruct staff to proceed as follows:

1. Fell and remove the two dead trees from behind the 6th green.
2. Determine the location of the trees with overhanging limbs at the 7th tee box.
 - a. If tree on CDD property – trim to easement boundary line if native; otherwise remove.
 - b. If tree on Club property – advise Club to handle.

There are adequate unprogrammed funds in the budget to cover the minimal cost of this effort.

Remove these two trees



**Clean up the area
on either side**



MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2022**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2022**

	Governmental Funds				Total Governmental Funds
	General	Debt Service Series 2012	Debt Service Series 2013	Debt Service Series 2022	
ASSETS					
Cash					
Operating	\$ 493,027	\$ -	\$ -	\$ -	\$ 493,027
Investments					
BB&T - CDARS	1,497	-	-	-	1,497
Series 2013					
Revenue	-	-	198,543	-	198,543
Reserve	-	-	75,000	-	75,000
Series 2017 Note					
Reserve*	10,000	-	-	-	10,000
Series 2022					
Revenue	-	-	-	102,806	102,806
Principal	-	-	-	3	3
Interest	-	-	-	69,703	69,703
COI	-	-	-	106,312	106,312
Assessments receivable	5,934	-	2,370	4,518	12,822
Prepaid expense	11,900	-	-	-	11,900
Electric deposit	2,346	-	-	-	2,346
Total assets	<u>\$ 524,704</u>	<u>\$ -</u>	<u>\$ 275,913</u>	<u>\$ 283,342</u>	<u>\$ 1,083,959</u>
LIABILITIES AND FUND BALANCES					
Liabilities					
Accounts payable	\$ 41,569	\$ -	\$ -	\$ -	\$ 41,569
Total liabilities	<u>41,569</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>41,569</u>
Fund Balances					
Restricted for:					
Debt service	-	-	275,913	283,342	559,255
3 months working capital	254,253	-	-	-	254,253
Unassigned	228,882	-	-	-	228,882
Total fund balances	<u>483,135</u>	<u>-</u>	<u>275,913</u>	<u>283,342</u>	<u>1,042,390</u>
Total liabilities and fund balances	<u>\$ 524,704</u>	<u>\$ -</u>	<u>\$ 275,913</u>	<u>\$ 283,342</u>	<u>\$ 1,083,959</u>

* Required bank loan reserve which will be applied to final payment

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 32	\$ 1,108,471	\$ 1,107,013	100%
Interest and miscellaneous	5	92	-	N/A
Total revenues	<u>37</u>	<u>1,108,563</u>	<u>1,107,013</u>	100%
EXPENDITURES				
Administrative				
Supervisors	1,077	8,397	9,900	85%
Management	4,164	49,973	49,973	100%
Accounting	1,392	16,700	16,700	100%
Audit	-	4,000	10,000	40%
Legal	3,438	14,064	10,000	141%
Field management	1,275	15,300	15,300	100%
Engineering	8,574	51,045	95,000	54%
Engineering stormwater analysis	-	13,944	-	N/A
Trustee	4,257	4,257	10,000	43%
Dissemination agent	333	4,000	4,000	100%
Arbitrage rebate calculation	-	500	1,500	33%
Assessment roll preparation	417	5,000	5,000	100%
Postage	261	1,535	1,000	154%
Insurance	-	11,070	11,800	94%
Legal advertising	2,036	7,788	4,000	195%
Contingencies	631	2,284	2,500	91%
Annual district filing fee	-	175	175	100%
Website	-	705	705	100%
ADA website compliance	-	210	210	100%
Total administrative	<u>27,855</u>	<u>210,947</u>	<u>247,763</u>	85%
Water management				
Contractual services	36,819	224,373	237,400	95%
Aquascaping/cutbacks/pipe cleanout	-	60,200	100,000	60%
Conservation area fire mitigation clean up	17,000	168,000	175,000	96%
Lake bank erosion repairs	-	-	75,000	0%
Electricity	2,864	35,339	31,500	112%
Capital outlay-drain pipe repair	-	41,565	-	N/A
Future aeration replacement	-	19,993	9,000	222%
Capital outlay-aeration FCB loan pymt**	-	90,146	112,177	80%
Total water management	<u>56,683</u>	<u>639,616</u>	<u>740,077</u>	86%
Other fees & charges				
Property appraiser	-	2,807	14,587	19%
Tax collector	(5,902)	9,960	14,586	68%
Total other fees & charges	<u>(5,902)</u>	<u>12,767</u>	<u>29,173</u>	44%
Total expenditures	<u>78,636</u>	<u>863,330</u>	<u>1,017,013</u>	85%
Excess/(deficiency) of revenues over/(under) expenditures	(78,599)	245,233	90,000	
Fund balances - beginning	561,734	237,902	206,899	
Fund balance - ending (projected)				
Assigned				
3 months working capital	254,253	254,253	254,253	
Unassigned	228,882	228,882	42,646	
Fund balances - ending	<u>\$ 483,135</u>	<u>\$ 483,135</u>	<u>\$ 296,899</u>	

*Florida Community Bank is holding a \$10k debt service reserve amount

**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 SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ -	\$ 1,021,758	\$ 1,056,882	97%
Interest	-	57	-	N/A
Total revenues	<u>-</u>	<u>1,021,815</u>	<u>1,056,882</u>	97%
EXPENDITURES				
Debt service				
Principal	-	-	635,000	0%
Prepayment	-	25,000	-	N/A
Interest	-	200,089	400,178	50%
Total debt service	<u>-</u>	<u>225,089</u>	<u>1,035,178</u>	22%
Other fees & charges				
Property appraiser	-	1,841	10,852	17%
Tax collector	(4,475)	7,162	10,852	66%
Total other fees & charges	<u>(4,475)</u>	<u>9,003</u>	<u>21,704</u>	41%
Total expenditures	<u>(4,475)</u>	<u>234,092</u>	<u>1,056,882</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	4,475	787,723	-	
OTHER FINANCING SOURCES/(USES)				
Transfers out	(4,475)	(1,823,166)	-	N/A
Total other financing sources/(uses)	<u>(4,475)</u>	<u>(1,823,166)</u>	<u>-</u>	N/A
Net increase/(decrease) in fund balance	-	(1,035,443)	-	
Fund balances - beginning	-	1,035,443	1,003,979	
Fund balances - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,003,979</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 SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ -	\$ 315,609	\$ 315,756	100%
Interest	392	872	-	N/A
Total revenues	<u>392</u>	<u>316,481</u>	<u>315,756</u>	100%
EXPENDITURES				
Debt service				
Principal	-	165,000	165,000	100%
Interest	-	139,244	139,244	100%
Total debt service	<u>-</u>	<u>304,244</u>	<u>304,244</u>	100%
Other fees & charges				
Property appraiser	-	976	5,756	17%
Tax collector	(2,370)	3,942	5,756	68%
Total other fees & charges	<u>(2,370)</u>	<u>4,918</u>	<u>11,512</u>	43%
Total expenditures	<u>(2,370)</u>	<u>309,162</u>	<u>315,756</u>	98%
Excess/(deficiency) of revenues over/(under) expenditures	2,762	7,319	-	
Fund balances - beginning	273,151	268,594	259,704	
Fund balances - ending	<u>\$ 275,913</u>	<u>\$ 275,913</u>	<u>\$ 259,704</u>	

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND 222 - SERIES 2022 (REFUNDED SERIES 2012)
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>
REVENUES		
Special assessment: on roll	\$ 43	\$ 35,592
Interest	423	902
Total revenues	<u>466</u>	<u>36,494</u>
EXPENDITURES		
Debt service		
Principal	-	404,000
Interest	-	15,150
Cost of issuance	18,000	55,425
Total debt service	<u>18,000</u>	<u>474,575</u>
Other fees & charges		
Tax collector	-	280
Total other fees & charges	<u>-</u>	<u>280</u>
Total expenditures	<u>18,000</u>	<u>474,855</u>
Excess/(deficiency) of revenues over/(under) expenditures	(17,534)	(438,361)
OTHER FINANCING SOURCES/(USES)		
Transfers in	4,475	1,823,166
Bond proceeds	-	7,053,000
Payment to bond escrow agent	-	(8,154,463)
Total other financing sources/(uses)	<u>4,475</u>	<u>721,703</u>
Net increase/(decrease) in fund balance	(13,059)	283,342
Fund balances - beginning	296,401	-
Fund balances - ending	<u>\$ 283,342</u>	<u>\$ 283,342</u>

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on October 19, 2022 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110.

Present were:

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

Also present were:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Andy Tilton	District Engineer
Sara Zare	MBS Capital Markets, LLC
Tom Burns	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:01 a.m. Supervisors Greenberg, Tarr, Wheeler and Gartland were present. Supervisor Henry was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes)

Resident Tom Burns stated that, with regard to Lake 6, he and the other affected residents at Villoresi liked the idea of keeping the rocks and rebuilding the area of the lake. He thanked the Board for its actions taken.

39 **THIRD ORDER OF BUSINESS****Chairman's Comments**

40

41 Mr. Greenberg made the following comments:

42 ➤ The retention systems worked really well during Hurricane Ian and, having toured the
43 community, he opined that the ponds look great.

44 It was noted that there was no flooding during or after Hurricane Ian.

45 ➤ The cane toad program is working well; for the first time all season he saw one cane
46 toad.

47

48 **FOURTH ORDER OF BUSINESS****Consideration of Agreement with MBS
Capital Markets, LLC to Monitor Markets
for Potential Refinance of Series 2013
Bonds**

49

50

51

52

53 Ms. Zare presented the Investment Banking Agreement (IBA) that was distributed and
54 stated that, there are no potential savings. She reviewed the changes affecting refinancing
55 options. The CDD's current yield is 4.97% and a 2034 Maturity, 12-Year term rate is 4.93%. Mr.
56 Greenberg polled the Board.

57 Mr. Henry voiced his opinion that it makes no sense to do anything. He asked if the
58 proposed Agreement places Ms. Zare in a position to monitor and advise the Board of the best
59 time to refinance the bonds. Ms. Zare replied affirmatively and stated the process is the same
60 as for the last refinancing. Executing the Agreement will save a step in the process, as a Term
61 Sheet can be presented rather than having to obtain approval to start the process. The Board
62 will decide to proceed based on the potential savings.

63 Mr. Greenberg stated, for the record, that the CDD does not become obligated to Ms.
64 Zare's fee unless the CDD closes either a loan or a securities placement. Ms. Zare stated there is
65 no fee unless an actual deal is closed.

66 Mr. Greenberg stated he, personally, is okay with executing the Agreement and did not
67 see any downside risk to engaging Ms. Zare to at least monitor the rates, instead of the Board
68 having to do it. Ms. Gartland agreed. Mr. Tarr agreed and stated that the statement about
69 fiduciary duty, in Item iii of Exhibit A, did not make sense to him. Ms. Zare explained that they
70 are disclosures in their roll is an Underwriter and not a Financial Advisor; the statement mostly

71 applies to when they are negotiating bond sales. The Board reviews the Term Sheet, selects the
72 absolute best rate and always acts in the best interest of the CDD.

73

74 **On MOTION by Mr. Tarr and seconded by Ms. Gartland, with all in favor, the**
75 **MBS Capital Markets, LLC Agreement for Underwriting Services, to Monitor**
76 **Markets for Potential Refinance of the Series 2013 Bonds, was approved.**

77

78

79 Ms. Zare stated she will provide updates as the market continues to adjust.

80

81 **FIFTH ORDER OF BUSINESS**

**Discussion: Erosion – Lake 6 Repair
Options/Costs**

82

83

84 Mr. Tilton distributed the repair options and costs for Lake 6, received from M.R.I. and
85 Cross Creek. The information was emailed to Mr. Henry. Mr. Tilton responded to questions and
86 noted the options are comparable.

87 Ms. Wheeler asked which is the best long-term option to avoid another occurrence. Mr.
88 Tilton stated either one. In his opinion, the sod option will look like the rest of the ponds. The
89 advantage of having the rock wall remain is that it provides an extension on the CDD property
90 to give the appearance of having a longer back yard. There are no issues regarding access or
91 maintenance.

92 Mr. Tarr asked what was originally in the area. Mr. Tilton stated that the original permit
93 was for a sloped bank but believed it was there when they installed the pond and sold the first
94 homes. This will be considered a repair, which does not require involving the South Florida
95 Water Management District (SFWMD).

96 Ms. Wheeler asked for an explanation of the project if sod is installed. Mr. Tilton stated
97 the rocks would be removed and the slope would be regraded to the original plan.

98 Mr. Tarr asked about a warranty. Mr. Greenberg thought that requesting a one-year
99 warranty on the quality of work is reasonable and should be included.

100 Further discussion of this item was deferred to later in the meeting.

101

102 **SIXTH ORDER OF BUSINESS**

**Consideration of Johnson Engineering, Inc.,
Fee Modification**

103
104

105 Mr. Adams presented the Johnson Engineering, Inc., letter requesting fee modifications
106 for Professional Services and reviewed the New Hourly Rate Schedule Professional Levels 9 and
107 3, associated with Mr. Tilton and Mr. Bren Burford’s services, respectively.

108

109 **On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor,**
110 **the Johnson Engineering, Inc., Professional Services Hourly Rate Schedule,**
111 **dated August 9, 2022, was approved.**

112
113

114 **SEVENTH ORDER OF BUSINESS**

**Continued Discussion: Nature Trail Design
and Analysis (Plans, Cost, etc.)**

115
116

117 Mr. Greenberg wondered about a cost savings by reducing the width of the trail and
118 asked how narrow it can be without violating the Americans with Disabilities Act (ADA)
119 accessibility guidelines or any other regulatory requirements.

120
121

122 Mr. Tilton indicated the recommendation is for the trail to be 8’ wide, as that is deemed
123 a multi-use width and it gives the CDD the flexibility to change uses in the future and reduces
124 mitigation costs due to the smaller footprint. Mr. Greenberg agreed and urged the Board to
125 agree to 8’. He wants to have the least invasive footprint in the preserves and financial
126 consideration is a part of that matrix for him.

127
128

129 Mr. Tilton stated 8’ is well above the minimum with requirement to accommodate two
130 wheelchairs. The team is looking into recommending installation of a side walkway out into a
131 different portion of a cypress bed for better viewing.

132
133

134 Mr. Greenberg asked about the low-lying areas and if any areas were identified that
would need a bridge. Mr. Tilton stated he identified two major areas and will know more once
he receives the topographic surveys.

135
136

137 Mr. Greenberg asked how the areas where the path will cross the golf course cart paths
138 will be addressed. Mr. Tilton stated that, as far as a permitting issue, it is important to get an
139 accurate crossing that allows people to go in whatever direction and to use signage directing
140 the golf cart path and nature trail.

135 Mr. Greenberg stated the CDD issued easements through the preserve to The Club for
136 cart paths and asked if the CDD must obtain permission from The Club to cross the cart paths.
137 Ms. Willson will review the Easement Agreements and report her findings at the next meeting.

138 Ms. Gartland voiced her belief that the areas where the trail crosses the cart path are
139 elevated boardwalk areas. Mr. Greenberg believed the trail crossing is before the boardwalk,
140 which is located from Holes #16 to #17 south. Mr. Tilton stated the environmental specialist is
141 evaluating this closely to get a better definition of that route and will present it once it is
142 completed. Mr. Greenberg asked for a timeline on the design, in terms of layout. Mr. Tilton
143 stated they hope to have the layout and cost ready in December and will email it if the
144 December meeting is cancelled. Mr. Greenberg asked Mr. Adams to schedule a Workshop on
145 this matter in December, in lieu of holding the December meeting.

146 Mr. Tarr asked where this stands with the SFWMD. Mr. Tilton stated the SFWMD has
147 not been approached since the last discussions. Mr. Tarr expressed his understanding that
148 former MCA General Manager Tom Richards has received a receptive response to his
149 community plans for a preserve walking trail. Mr. Tilton stated there are at least two major
150 types of conservation easement documents, one is essentially when nothing is done in the
151 easement and the other is with passive recreation, which is the type of easement that the CDD
152 has. Mr. Greenberg reviewed the directives that were discussed.

153 **Discussion: Erosion – Lake 6 Repair Options/Costs - Discussion Resumed**

154 Mr. Henry stated he reviewed the proposals but does not feel qualified to differentiate
155 between the two of them. He stated that, if the end result from the proposals would be
156 essentially the same with no discernable significant difference, he would select the lowest cost
157 proposal, as long as the contractor is reliable and can complete the work.

158 Mr. Tilton stated he could easily recommend MRI.

159

160 **On MOTION by Mr. Tarr and seconded by Ms. Gartland, with all in favor, M.R.I.**
161 **Proposal #352, Option #1, bank repairs at Lake #6, in a not-to-exceed amount**
162 **of \$39,000, and to include a one-year warranty on material and workmanship,**
163 **was approved.**

164

165

166 **EIGHTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
167 **Statements**

168
169 **A. As of July 31, 2022**

170 **B. As of August 31, 2022**

171 The Financial Highlights Report was distributed in the meeting.

172

173 **On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with all in favor, the**
174 **Unaudited Financial Statements as of July 31, 2022 and the Unaudited Financial**
175 **Statements as of August 31, 2022, were accepted.**

176

177

178 **NINTH ORDER OF BUSINESS** **Approval of September 7, 2022 Public**
179 **Hearing and Regular Meeting Minutes**

180

181 Mr. Greenberg asked if the Board submitted their corrections to Staff. Mr. Tarr and Ms.
182 Gartland replied affirmatively. Those changes were reflected in the minutes in the agenda
183 package. The following changes were made during the meeting:

184 Line 81: Change "Mr." to "Ms."

185 Line 317: Delete "he and"

186

187 **On MOTION by Ms. Wheeler and seconded by Mr. Tarr, with all in favor, the**
188 **September 7, 2022 Public Hearing and Regular Meeting Minutes, as amended,**
189 **were approved.**

190

191

192 **TENTH ORDER OF BUSINESS** **Staff Reports**

193

194 **A. District Counsel: *Kutak Rock LLP***

195 There was no report.

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

197 There was nothing further to report.

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

199 Mr. Adams pointed out that the December Regular Meeting is scheduled for December
 200 7, 2022, which is earlier than usual, so the Nature Trail discussions will be on that agenda, in
 201 lieu of holding a Workshop.

- 202 • **NEXT MEETING DATE: November 16, 2022 at 9:00 A.M.**

- 203 ○ **QUORUM CHECK**

204 The next meeting is scheduled for November 16, 2022 at 9:00 a.m.

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

- 206 • **Key Activity Dates**

207 The October Key Activity Dates Report was included for informational purposes.

208 Mr. Tarr asked if there is any report on the aerators. Mr. Greenberg stated he received
 209 no reports of damaged aerators. Mrs. Adams stated she advised Solitude to go through the
 210 system because a storm of this magnitude can cause a power surge and knock a lot of the
 211 aerators out. Mr. Greenberg stated he looks while golfing and did not see any down.

212
 213 **ELEVENTH ORDER OF BUSINESS** **Action/Agenda or Completed Items**

214
 215 Items 9, 13, 15, 16, 18, 20, 21, 22, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33 and 35 were
 216 completed.

217 Item 12: M.R.I. had to return a part and is awaiting the correct one to install the riser at
 218 the outfall structure COCO 1.

219 Mr. Tarr asked why it says to call Cintron. Mrs. Adam stated that it should not be on the
 220 list and apologized to Mr. Greenberg for Staff copying him on an internal email.

221 Item 15: Revised description. Ms. Gartland and Ms. Wheeler’s names were stricken; only
 222 Mr. Henry is to be reimbursed.

223 Mr. Adams stated that Mr. Henry’s reimbursement for travels costs was approved on
 224 the October 12, 2022 and is in process.

225 Item 16: Mrs. Adams stated that the County has not responded to her about
 226 maintenance for the East “Wet Ditch”.

227 Item 17: Mr. Greenberg asked Staff to have a Preliminary final Walking Trail Plan
 228 Schedule and Budget at the December meeting.

229 Item 19: Mr. Adams to confirm CDD Staff received Ms. Willson’s email.

230 Items 21 and 22: Mr. Adams believed the parcel numbers are no longer relevant since
231 every neighborhood has a name and suggested collapsing the column in the assessment tables.
232 The Board agreed.

233 Item 24: Mr. Willis stated SOLitude treated all the lakes with deficiencies within 72
234 hours.

235 Item 30: Mr. Willis confirmed that MCA received the second Certificate of Insurance.

236 Mr. Willis was asked to include the chart listing the lake number and surrounding
237 neighborhoods in future agenda packages.

238 Item 32: Mr. Adams stated the CDD has had the same insurance coverage for the last
239 year or two. Directors and Officers is \$5 million and General Liability. The premium for Fiscal
240 Year 2022 was \$11,800 and it will be \$11,900 for Fiscal Year 2023.

241 Item 33: Mr. Willis stated that, after review, the project can be deferred a year or two.

242 It was noted that Completed Items older than six months from the day they are
243 completed can be transferred to the Archived List.

244 Mr. Tarr asked if the financial documents received separately will be discussed. Mr.
245 Greenberg stated the Operational Analysis distributed during the meeting was included for
246 informational purposes. Any further discussion will be heard under “Supervisors’ Requests”.

247

248 **TWELFTH ORDER OF BUSINESS**

Old Business

249

250 **A. Discussion: Cintron Landscape Penalty**

251 Mr. Greenberg summarized that Cintron did not complete the project on time and there
252 is a penalty provision in the contract but Cintron asked for a waiver. Cintron delivered a letter
253 today, as Mr. Cintron was unable to attend the meeting.

254 Ms. Gartland stated, when she went through the information, part of the reason it was
255 not completed on time was due to Cintron’s staffing and the other reason was because Cintron
256 was not getting paid. Mrs. Adams stated the first payment was five days late and the contract
257 calls for payment within 45 days. She provided the following timeline:

258 ➤ First Quarter Payment: Invoice was received on Friday afternoon. Corporate received it
259 on Monday and missed the 45-day cutoff, as checks are only cut once a month.

260 ➤ Mr. Cintron pulled his crews off the project for two full weeks, after which he lost his
261 crew leader and some laborers.

262 Mr. Greenberg asked how many days late the check was. Mrs. Adams believed it was
263 five days late.

264 Mr. Tarr stated that he asked for the EarthBalance contract to be distributed. Mrs.
265 Adams stated it is in the agenda package. Mr. Tarr commented that the EarthBalance contract
266 was 30 days payable and the Cintron contract is 45 days. Mr. Greenberg asked why that is
267 relevant. Mr. Tarr stated because, in his opinion, the CDD has an obligation to be a good client.
268 He did not understand why the CDD needed to pay Ms. Willson to write a new contract and the
269 EarthBalance already existed and could have been used.

270 Mrs. Adams reiterated that the EarthBalance contract is in the agenda package, as Mr.
271 Tarr requested. Mr. Adams stated it is behind Tab C. Mr. Tarr stated that is no longer his
272 question and stated his point now is that the EarthBalance contract could have been modified
273 like Cintron's. He questioned why Ms. Willson is paid to create a whole new contract. Mr.
274 Greenberg stated because he does not know what the EarthBalance contract looked like, Ms.
275 Willson needs to review that contract. Mr. Tarr voiced his understanding and stated his point is
276 that Mr. Adams should have used the same contract.

277 Mr. Adams stated there are two forms of contracts; one has been utilized for years,
278 which was the EarthBalance one that had 30 days in it. Under Florida Law and the Prompt
279 Payment Act, as a governmental entity, the CDD has 45 days to pay and that is what Ms.
280 Willson included for the Cintron contract. Mr. Greenberg stated that is the provision that will
281 be in every contract from now on. Mr. Adams stated it gives the CDD maximum flexibility. Mr.
282 Tarr asked when the 45-day change occurred. Mr. Adams stated it has been used for years; 30
283 days is typically not an issue but in this case the CDD actually had the maximum flexibility of 45
284 days, under the Prompt Payment Act.

285 Mr. Tarr felt that Mr. Cintron not only deserves payment, he deserves more for what
286 the CDD put him through. Cintron cleaned out dumped items and what bothers him the most is

287 that Cintron's crews now reported dumping and the CDD has taken no further action. Mrs.
288 Adams stated, on several conversations when Mr. Cintron mentioned dumping, she asked him
289 to give her the address of the location so it can be photo documented and the CDD can contact
290 the resident. When the CDD finds out there is dumping, which is usually from the wetland
291 maintenance contractors, the CDD documents it and sends letters to the resident to have it
292 removed and if it is not removed, the CDD obtains an estimate for removal.

293 Mr. Tarr stated he did not see a staff member go out. Mrs. Adams stated she spoke to
294 Mr. Cintron several times but he never gave her the information; their last conversation was
295 after the September Board meeting.

296 Mr. Greenberg felt that this is irrelevant to the issue before the Board. Mr. Tarr voiced
297 his opinion that it is all a part of it. Mr. Greenberg disagreed and stated the issue is getting the
298 facts on the table.

299 Mr. Greenberg asked how many days late Cintron was in finishing the project. Mrs.
300 Adams stated that Cintron went 34 business days past the deadline of Friday, May 20, 2022.
301 Mr. Greenberg asked, of the 34 days, are two weeks of the delays because he pulled his crew
302 off the project. Mrs. Adams replied affirmatively.

303 Mr. Greenberg asked what the contract says Cintron has a right to do if not paid, does
304 Cintron have to give notice first and did Cintron give notice. Mr. Tarr replied no. There was
305 crosstalk between Mr. Greenberg and Mr. Tarr. Mr. Greenberg stated he has no right to
306 terminate. Mr. Tarr stated he did not want to terminate. Mr. Greenberg stated Mr. Cintron
307 should not have pulled his crew off. Mr. Greenberg asked if the contract allows Cintron to do
308 that. Ms. Willson replied no.

309 Mr. Greenberg summarized that Mr. Tarr is asking the Board to waive all the penalties
310 and he wants the facts listed. He stated that Mr. Cintron did not give notice and did not put the
311 CDD in default; he simply pulled his crew, which he should not have done. Mr. Greenberg
312 stated that he is sympathetic that Mr. Cintron underbid this contract and he has been a very
313 good vendor; however, he is not prepared to give Cintron a full pass because it was wrong to
314 pull the crew for two weeks. He is willing to waive the fee, except for the two weeks the crew
315 was off and deduct five days from that for when the CDD did not pay timely.

316 Mr. Henry felt that each of the points in Mr. Cintron's email appear valid and it seemed
317 to him that he was not getting paid. Given that Cintron's cash flow might not have been that
318 good and considering they are a good contractor and the CDD will intend to use them again,
319 Mr. Henry thought it reasonable to give Cintron a pass this time with the explanation that, if the
320 CDD uses their services again, the CDD will not waive anything again.

321 Ms. Gartland stated that, in EarthBalance's contract, they were charged \$100 a day if
322 they go over the time limit and asked why Cintron was charged \$500 a day. The answer to the
323 question was inaudible due to crosstalk. Mrs. Adams stated the Board approved that amount;
324 they will research the minutes because the Board, not Staff, would have set the \$500 amount.

325 Mr. Tarr was bothered by the "suffered financial loss" language in the contract and
326 asked what financial loss the CDD suffered. Mr. Greenberg stated this is a Liquidated Damages
327 clause; the CDD does not have to prove financial loss.

328 Mr. Tarr stated that EarthBalance could have hired Cintron to do the work and walk
329 away with \$160,000 and expressed his opinion that the CDD should not "cheat" Cintron. He
330 believed the CDD has an obligation to Cintron. Mr. Greenberg agreed but, in his opinion, Mr.
331 Cintron should have done something other than pull his crews from the project.

332 Mr. Tarr stated Cintron finished the job and, in his opinion, did a better job than
333 EarthBalance. He thought Cintron would have completed the job in 100 days if they did not
334 lose Chaz Irvin, their Crew Chief.

335 Mr. Greenberg stated that he will dissent because he is opposed to paying the full
336 amount of the contract and he believes a message needs to be sent.

337 Mr. Tarr agreed a discussion with Mr. Cintron is appropriate.

338

339 **On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with Mr. Tarr, Ms.**
340 **Wheeler, Ms. Gartland and Mr. Henry in favor and Mr. Greenberg dissenting,**
341 **paying Cintron the full amount of the contract, as soon as possible, was**
342 **approved. [Motion passed 4-1]**

343

344

345 Mr. Tarr motioned to reimburse Mr. Cintron a portion of what was budgeted due to all
346 the personal time Mr. Cintron put into this. Mr. Greenberg felt that doing so would set a bad

347 precedent for every other vendor. Mr. Henry agreed. Mr. Greenberg asked Mr. Tarr to
348 withdraw his motion. Mr. Tarr refused. Ms. Wheeler asked how much extra Mr. Tarr thinks
349 Mr. Cintron should receive. Mr. Tarr felt that \$500 is not a huge amount and it might make him
350 feel a little bit better about this.

351 Mr. Greenberg moved to table that motion and reiterated his opinion that this would
352 set a very bad precedent; he does not want to have to pay any other vendor or have them
353 argue that the CDD did this for Cintron so it should do it for others, as well. Mr. Greenberg's
354 motion failed due to lack of second.

355 Mr. Tarr withdrew his open motion.

356 Mr. Tarr motioned to pay Mr. Cintron for his time to go with Staff to look at the areas
357 that Cintron maintains where dumping has occurred. The payment amount suggested by Mr.
358 Tarr was inaudible.

359 Mr. Greenberg stated Mr. Cintron is supposed to report to Mrs. Adams who will send
360 Staff to inspect; Mr. Cintron does not have to accompany CDD Staff. Mr. Tarr stated Mr.
361 Cintron offered to go with Staff. Mr. Greenberg stated then it is a volunteer action on Mr.
362 Cintron's part to gender good will.

363 Ms. Gartland voiced her opinion that Mr. Cintron is a good man and Cintron is a good
364 company but he probably got in a little over his head and a lot of companies are having staffing
365 issues, including a lot of landscape companies. She felt that the CDD should pay Cintron in full.
366 She would like better communication going forward. She did not like that there was dumping
367 and the CDD does not know where it is. She is inclined not to pay Mr. Cintron for his time to
368 come here; although, she felt that this has not been fair. She felt that the CDD received a
369 completed job for a very good price. In her opinion, the CDD will never pay that little ever
370 again.

371 Mr. Tarr asked Mrs. Adams to send the Board the email she sent to Cintron. Mr.
372 Greenberg stated if an email was not sent, Mrs. Adams should send it so the CDD has it for the
373 next meeting. He asked Mrs. Adams to relay the Board's position about Cintron needing to
374 provide the locations where there is dumping and indicated that the Board is sympathetic to

375 the situation but is not happy that Cintron pulled the crew off the job and that Mr. Cintron
376 should not expect this kind of largesse from the CDD in the future.

377 Mr. Tarr read the contract language and use of ATVs in the preserve from the
378 Management Activity Guidelines under Exhibit 12C, in Paragraph 2 on PDF Page 94, and
379 discussed his conversation with Mr. Chase regarding why Cintron had to hand carry materials.
380 Mr. Greenberg stated that field conditions change, which he read that to mean anyone can use
381 ATVs as long as they are outside the management zone to the street.

382 Mr. Tarr read portions of Section 3.1.2 on PDF Page 106 referring to removing hanging
383 palms below 90 degrees and stated EarthBalance removed materials from the ground and
384 Cintron cannot cut at eye level without using a pole, according to Johnson Engineering. Mr.
385 Greenberg asked if Cintron asked Management for clarification or modification. Mr. Tarr replied
386 no; Mr. Cintron did what he believed was necessary. He noted that Johnson Engineering
387 supervised everything and signed off on every aspect of it.

388 Mr. Tilton stated that Cintron's work was reviewed after it was completed or when Mr.
389 Cintron said it was completed but to say that Johnson Engineering supervised everything
390 Cintron did is a misnomer. In response to Mr. Tar's questions, Mr. Tilton stated the Engineer
391 looked at the palm fronds that were trimmed and was satisfied that Cintron met the standard
392 and, to his knowledge, Cintron might have used poles, a pole saw or a ladder. Mr. Greenberg
393 thought Mr. Tarr raised a very salient point that the CDD needs to be better managers of the
394 contract process, in terms of scope of work, but does not want to get into means and methods
395 unless they impact regulatory concerns.

396 Discussion ensued between Mr. Greenberg and Mr. Tarr regarding the differences in
397 EarthBalance's timeline and Cintron completing the job.

398 Mrs. Adams will review the minutes to determine why the fines varied significantly
399 between the two contractors.

400 In response to a comment by Mr. Greenberg that Mr. Cintron is Mr. Tarr's buddy, Mr.
401 Tarr stated, for the record, that Mr. Cintron is not his social friend. Mr. Greenberg
402 acknowledged that he might have used a poor choice of words but noted that Mr. Tarr has
403 been Mr. Cintron's advocate both at the MCA and the CDD meetings.

404 Mr. Tarr stated Cintron removed all the cabbage palms around Mediterra's Corso for
405 \$170,000 and, in his opinion, it would be over \$200,000 a year to trim them. He was glad they
406 were removed before Hurricane Ian and Cintron is an excellent contractor and has been well
407 regarded for years by the staff at the MCA.

408 Mr. Willis stated that the contract was put together in June 2021, Staffs' notes indicate
409 down trees were included in the contract and scope of services; one of the notes was to
410 confirm the work could be done in 100 days, which Staff confirmed. It also talked about
411 adjusting the penalty fee rate. He remembered that, during the conversation, it went from
412 \$100 to \$500. He would obtain the audio.

413 Mr. Henry stated that the Board already voted on the Cintron matter and voiced his
414 opinion that too much time is being spent on this topic.

415 **B. Update: Cintron Landscape Agreement for Preserve Area Clearing Services (*Executed***
416 ***September 2021*)**

417 **C. Update: EarthBalance Agreement for Preserve Management Plan Initial Trimming**
418 ***(Executed April 2018)***

419 These items were discussed during Item 12A.

420 **D. Update: Letter to Homeowners of Lots 7 & 8 Regarding the Installation of Sand Beach**
421 **Areas (CDD Will Not Take Action)**

422 This item was discussed during the Eleventh Order of Business, Action Item #9.

423

424 THIRTEENTH ORDER OF BUSINESS

Supervisors' Requests

425

426 Mrs. Adams was asked to notify Cintron that payment will be made without any
427 deductions. Mr. Adams will ask Accounting to cut a manual check outside of normal procedure.

428 Mr. Tarr stated that he and Mrs. Wheeler will hold their seats another four years as they
429 were unopposed for the upcoming election.

430 • Insurance Information - Renewals

431 This item was discussed during the Eleventh Order of Business, Action Item #32.

432 Ms. Wheeler reiterated her request that, going forward, the chart listing the lake
433 number and surrounding neighborhoods be included in the back of the agenda package.

434 Mr. Tarr stated that Mr. Chase, on behalf of the MCA, authorized him to advise the CDD
435 Board that the MCA paid \$200,000 to Quality Engineering to rework the drainage plan to
436 prevent the flooding that was taking place in the Mediterra Maintenance Area. Mr. Tarr was
437 asked to work with Mr. Bowden to obtain an updated MCA and Club drainage map so the CDD
438 can update the GIS map.

439 Regarding the financial chart, Mr. Tarr asked if that is for the current fiscal year. Mrs.
440 Adams replied affirmatively; it is through September 30, 2022. She was asked to include the
441 Fiscal Year on all financial documents. Mr. Greenberg stated there is slightly under \$225,000 in
442 surplus fund balance for unanticipated expenses, to potentially apply to the nature trail.

443

444 **FOURTEENTH ORDER OF BUSINESS**

Public Comments (3 minutes)

445

446 There were no public comments.

447

448 **FIFTEENTH ORDER OF BUSINESS**

Adjournment

449

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

451

452 **On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor,**
453 **the meeting adjourned at 10:29 a.m.**

454

455

456

457

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

458
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Secretary/Assistant Secretary

Chair/Vice Chair

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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C

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

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

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 19, 2022	Regular Meeting	9:00 AM
November 16, 2022	Regular Meeting	9:00 AM
December 7, 2022*	Regular Meeting	9:00 AM
January 18, 2023	Regular Meeting	9:00 AM
February 15, 2023	Regular Meeting	9:00 AM
March 15, 2023	Regular Meeting	9:00 AM
April 19, 2023	Regular Meeting	9:00 AM
May 17, 2023	Regular Meeting	9:00 AM
June 21, 2023	Regular Meeting	9:00 AM
August 16, 2023	Public Hearing & Regular Meeting	9:00 AM

Exception

**December meeting date is two weeks earlier to accommodate the holidays*

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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MEDITERRA CDD

Key Activity Dates

Updated: October 2022

Description	Reference	Submit To	Due Date	Date
Cane Toad Removal	SOP	N/A	The Cane Toad & Tadpole removal project is scheduled to commence in March. 2 night visits per month (March through November). Program will include 18 visits.	3/22 thru 11/2022
Wetland Maintenance	SOP	N/A	Wetland Maintenance as required by SFWMD is to be performed at a minimum of two times per year.	4/2023 & 10/2023
Lake & Wetland Contract	SOP	N/A	Solitude Lake & Wetland Contract set to expire January 31, 2024. Required sealed bidding in October 2023 and Board agenda item for consideration December 2023.	10/2023 & Agenda item 12/2023
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. Auditor placed on notice of deadline being no later than April 30th annually, and provided in their May agenda package for Board's consideration/approval.	Due 6/1/2023
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.	6/15/2023
O & M Assessment 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 thirty days in advance of meeting to adopt the budget and received by WHA (Corporate) forty days in advance of the hearing date.	7/1/2023 draft notice to Chairman & 7/7/23 notice to WHA
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.	9/15/2023
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2023
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.	10/1/2023

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)	10/15/2023
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, 2022	11/30/2022
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.	12/3/2022
Laptop @ MCS	SOP	MCA GM Bill Bowden	Mr. Adams to create a cloud link on the website and will upload records of proceedings. This project is still in progress however the Webmaster is reviewing all items at this time to ensure ADA Compliance. Upon speaking with Corporate, the Webmaster has not been able to provide an estimated completion date.	On-going
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)	4/15/2023
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%.	1/31/2023 thru 6/2023
Bank Stabilization Project	SOP	N/A	Bank restoration @ North Hole #18 by Green on Lake 13 (as of 2022 current proposal cost \$11,875.00 and does not include sod, which will be installed by Thomas Lively, Director of Agronomy. Lake 13 rescheduled to be completed between April and May. Project should take one week to complete.	April & May 2023

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, aerator operation and any unauthorized activities in or adjacent to the lakes.	May/June 2023
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	7/1/2023
Phase Three East - Stormwater Pond 74	SOP	N/A	The original issue date was April 16, 2020. Modified May 19, 2022. The duration of the permit is extended until October 7, 2027 per the request to SFWMD. 90 day reminder is included, as reflected. Once the stormwater planning exercise is completed, it will have to be repeated every five years.	1/1/2026 (reminder) 10/7/2027 (deadline)
Stormwater Management Needs Analysis Report	FL Statutes 403.9301 and 403.9302	20 year needs analysis	New legislation that requires the District to analyze its existing stormwater infrastructure necessary to comply with the statutory requirements to create a 20-year needs analysis. 6/30/22 and every five years there after.	6/30/2027
Preserve Fire Reduction Program - Three Year Rotation Program	SOP	N/A	As approved at the June 16, 2021 meeting; project commenced on January 3rd; and will continue every three years.	1/1/2024
Est Cortile Court	SOP	N/A	First annual monitoring report submitted June 30, 2022 with a required 2nd annual report due June 30th 2023.	6/30/2023
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 - Disclosure	Bond Indenture Update	E.M.M.A. (Electronic Municipal Marketing Access) and Bond Trustee	<p>Loan payments each April 1 and November 1, commencing May 1, 2022.</p> <p>Section 701(g) The District shall maintain such liability, casualty and other insurance as is reasonable and prudent for similarly situated independent special districts of the State. Within the first six months of each fiscal year (April 1), the District Manager shall file with registered owner of the 2022 Note (the "Owner") a compliance certificate as confirmation of the insurance coverages relating to the 2012 Project, such compliance certificate to include, without being limited thereto, a schedule of all insurance policies required by the Indenture which are then in effect, stating with respect to each policy the name of the insurer, the amount, number, and expiration date, and the hazards and risks covered thereby. Section 701(j) Furnish a copy of the District's audit by June 30 of each year to Owner. Section 701(k) Provide copy of annual budget to Owner within 45 days after commencement of each fiscal year (November 14). Budget must specifically detail the series 2022 assessments and any other special assessment levied by the District w/ respect to such fiscal year. Section 701(l) District shall maintain records with respect to the Series 2022 Assessments which shall be updated as Series 2022 Assessments are collected. The records shall detail Series 2022 Assessments (i) levied to date on a parcel-by-parcel basis, and (ii) collected to date. An annual report setting for the foregoing information will be provided to the Owner at such times, and in such format as the Owner may reasonably request. Section 701 (m) Commencing with the tax roll adopted during calendar year 2022, the District shall provide the Owner the certified assessment roll detailing the Series 2022 Assessments, if any, to be imposed for each tax year within 30 days of the date the such roll becomes available.</p>	April 1, May 1, June 30 November 1, November 14, and 30 days from certification of assessment roll annually
Bonds - Arbitrage	IRS Regulation	IRS - if a rebate is due.	<p>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).</p>	

**MEDITERRA COMMUNITY DEVELOPMENT DISTRICT
STORMWATER PONDS AND APPROXIMATE LOCATION
Last Updated 9.15.2022**

L-1	Monterosso & Villoresi	L-39	Teramo & Positano
L-2	Main Entrance Southside	L-40	Golf Course & Trebbio
L-3	Main Entrance Northside	L-41	Verona
L-4	Golf Course & Savona	L-42	Verona
L-5	Golf Course & Savona	L-43	Golf Course & Verona
L-6	Villoresi	L-44	Verona & Cortile
L-7	Golf Maintenance	L-45N	Cortile
L-8	Golf Course & Milan	L-45S	Cortile
L-9	Golf Course & Trebbio	L-46	Positano
L-10	Golf Course & Trebbio	L-47	Golf Course & Positano
L-11	Benvenuto	L-48	Brendisi
L-11B	Club House	L-49N	Golf Course & Treviso
L-12	Club House	L-49S	Golf Course & Treviso
L-12B	Club House	L-50	Serata, Calabria, and Villalago
L-13	Club House	L-52	Terrazza & Serata
L-14	Golf Course & Cortile	L-53	Amarone & Terrazza
L-15	Golf Course & Cortile	L-54	Golf Course Maintenance
L-16	Milan	L-55	Golf Course Maintenance
L-17	Golf Course & Corsini	L-56	Golf Course & Milan
L-18	Golf Course & Verona	L-57	Padova
L-19	Golf Course & Verona	L-58	Porta Vecchio
L-20	Bello Lago	L-59N	Cortile & Golf Course
L-21	Bello Lago	L-59S	Cortile & Golf Course
L-22	Medici	L-60	Golf Course & Milan
L-23	Golf Course & Corsini	L-61	Golf Course & Trebbio
L-24	Padova	L-62	Treviso
L-25	Padova	L-63	Amarone
L-26	Golf Course & Padova	L-64	Amarone
L-27 & 28	Golf Course & Ravello	L-65	Terrazza
L-29	Golf Course & Bellezza	L-66S	Celebrita & Felicita
L-30	Bellezza & Ravello	L-67	Cellini & Buonasera
L-31	Bellezza	L-68	Lucarno & Felicita
L-32	Porta Vecchio & Bellezza	L-69	Lucarno II, Cellini, and Cabreo
L-33	Porta Vecchio	L-70	Lucarno
L-34	Golf Course & Porta Vecchio	L-71	Lucarno II
L-35	Marcello & Golf Course	L-72	Lucarno II
L-36	Marcello	L-73	Lucarno II & Cabreo
L-37	Marcello	L-74	Lucarno II
L-38	Golf Course & Teramo	L-75	Caminetto
		L-76	Caminetto

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

ACTION/AGENDA
OR
COMPLETED
ITEMS

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
1	03.01.18	ACTION	Per Mr. Greenberg, remove "Completed" items 6 months or older from the Action List and move to the Archive List.	Mr. Adams	X		
2	01.16.19	ACTION	Johnson Eng: Take annual sediment samples only at outfall lakes with muck & Lake 35 at same time & reduce water quality samples to once in July except for Lake 55 adding Sept., only if there are issues. Staff to provide year over year nitrogen and phosphorous tables.	Mr. Tilton	X		
3	03.03.21	ACTION	Board to include Mrs. Adams, Mr. Willis & Mr. Greenberg in email requests to Mgmt. Mrs. Adams to respond to Board requests indicating the person responsible to provide that information. Mr. Willis to track all requests.	Mrs. Adams Mr. Willis	X		
4	03.03.21	ACTION	Management office to email Mr. Greenberg proposed meeting agenda three days prior to sending it to the Board.	Admin Staff	X		
5	03.03.21	ACTION	Review CDD website for accuracy & notify MCA GM of cancelled meetings or date changes to e-blast to residents.	Mr. Willis	X		
6	04.21.21	ACTION	Obtain unit pricing for all contracts moving forward.	CDD Staff	X		
7	04.21.21	ACTION	Add cloud link on website and upload records of proceedings.	Mr. Adams	X		
8	01.19.22	ACTION	Work with MCA Manager to ensure Staff has an opportunity to proof communications before they are sent out.	Mr. Adams	X		
9	02.10.22	ACTION	If time between mtgs is shortened to 3 weeks from last mtg due to emergency, there will be "no 10-day" advance requirement for draft minutes; draft minutes would be in the agenda and Supervisors will state edits during the meeting. 05.18.22 To remain as ongoing item.		X		
10	04.20.22	ACTION/AGENDA	Have MRI revise & update Inspection Reports to add blockage to ROV. 05.18.22 Was completed but will remain an ongoing agenda item.	Mrs. Adams	X		
11	04.20.22	ACTION/AGENDA	Keep reminder on Activities List to confirm County road work is completed & to install riser at outfall structure COCO 1. 05.18.22 MRI to inspect & submit proposal for riser. 10.19.22 MRI waiting on correct riser from manufacturer.	Mrs. Adams	X		

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
12	04.20.22	ACTION	Try convincing SFWMD that walking trail in conservation area was a permitted use in the original plan; the CDD was just doing it now. 05.18.22 Discussion with SFWMD continues. Mr. Tilton to research records to determine if a walking trail was included in the original plan.	Mr. Tilton	X		
13	05.18.22	ACTION/AGENDA	Response regarding maintenance for East "Wet Ditch" was pending. This will be on the September agenda. 09.07.22 Mrs. Adams to contact the County for an update. 10.19.22 Response from County is pending.	Mrs. Adams	X		
14	05.18.22	ACTION/AGENDA	Walking Trail - Proceed design plan to present at Aug meeting. 09.07.22 Certain tasks partially completed. Present revised trail at next meeting. 10.19.22 . Staff to present Preliminary Walking Trail Plan, Schedule and Budget at December mtg.	Mr. Tilton	X		
15	09.07.22	ACTION	Ms. Willson: Work with Mgmt office to create comprehensive list of ads that must run in both Counties and ones to run in only Collier County. 10.19.22 Ms. Willson emailed info to WHA Staff. Mr. Adams to confirm WHA Staff received email.	Mr. Adams	X		
16	09.07.22	ACTION	Include paragraph about alligators in in lake in annual letter to residents.	Mr. Adams	X		
17	10.19.22	ACTION	Review the Club's Easement Agreements regarding trail crossing cart path, and report findings at the next meeting.	Ms. Willson	X		
18	10.19.22	ACTION/AGENDA	CDD Staff: Ensure going forward the chart listing lake number and surrounding neighborhood is included in the back of the agenda package.	CDD Staff	X		
19	10.19.22	ACTION	Mrs. Adams: Send her email to Cintron to the Board and inform Mr. Cintron of the Board's position regarding payment.	Mrs. Adams	X	X After 10.19.22 mtg	
20	10.19.22	ACTION	Obtain audio of June 2021 meeting regarding conversation about adjusting penalty rate fee from \$100 to \$500.	Mr. Willis	X		
21	10.19.22	ACTION	Mr. Adams: Submit request to Accounting to cut manual check to Cintron.	Mr. Adams	X	X After 10.19.22 mtg	

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
1	06.16.21	ACTION	Revise Preserve Fire Reduction Prog budget 40% & add assigned fund balance line item for FY2023, to show buildup of reserves.	Mr. Adams		X	05.18.22
2	06.16.21	ACTION	Revise FY 2023 proposed budget so "Actuals are through 5/31/22" to present at the July 2022 meeting.	Mr. Adams		X	05.18.22
3	02.10.22	ACTION	Address impedance issues Imperial Golf Estates swale structure in most cost-effective way possible. Take before & after photos.	Mr. Adams		X	05.18.22
4	03.16.22	ACTION	Clarify meaning of website "New User" and "Bounce Rate"	Mr. Willis		X	05.18.22
5	03.16.22	ACTION/AGENDA	Ask if bird boxes can be put in/by conservation easement. 04.20.22 Speak to Ms. Gartland to narrow down the details before asking SFWMD and get written SFWMD response.	Mr. Tilton		X	05.18.22
6	04.20.22	ACTION/AGENDA	Tell MCA Agrmts for both groups involved in Deer Population Mgmt Program are due to be renewed. Carry on next agenda, under OLD Business. 05.18.22 Results from Biologist pending.	Mr. Adams		X	05.18.22
7	04.20.22	ACTION	Prep message reminding residents not to put doggy bags in street drains and send to Mr. Bowden to e-blast to residents.	Mr. Adams		X	05.18.22
8	04.20.22	ACTION	Research and advise of potential walking trail ADA issues.	Ms. Willson		X	05.18.22
9	04.20.22	ACTION/AGENDA	Finalize the summer meeting schedule to present at the next meeting, as meeting would now be held in the afternoon.	Mrs. Adams		X	05.18.22
10	05.18.22	ACTION/AGENDA	Prep License Agrmt w/ MCA to install cap rock near Veterans Memorial Blvd wall, subject to Mr. Bowden confirming MCA agreeable to CDD's terms. 09.07.22 MCA withdrew request.	Ms. Willson		X	09.07.22
11	05.18.22	ACTION/AGENDA	Add times to FY 2023 Mtg Schedule identical to the prior year and try to schedule all or as many meetings in the morning.	Mrs. Adams		X	09.07.22
12	05.18.22	ACTION	Board: Submit Stormwater Management Needs Analysis Report comments to Mr. Adams w/in 30 days. Mr. Adams: Submit to Mr. Tilton & advise him to submit Report subject to final review. Mr. Tilton: Research to find missing date. 09.07.22 Mr. Tilton confirmed he submitted the Report to the County.	Board Mr. Adams Mr. Tilton		X	09.07.22

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
13	05.18.22	ACTION	Mail updated GIS map to the Board. 09.07.22 Mrs. Adams will provide updated and enlarged maps to Mr. Tarr and Ms. Gartland upon in person attendance.	Mr. Willis Mrs. Adams		X	09.07.22
14	05.18.22	ACTION	Revise FY 2023 proposed budget as discussed.	Mr. Adams		X	09.07.22
15	05.18.22	ACTION	Inspect wetland disturbance on East Cortile Court to determine possible erosion issues.	Mr. Tilton		X	09.07.22
16	05.18.22	ACTION	Notify SOLitude of blown debris behind Lake 70.	Mrs. Adams		X	09.07.22
17	05.18.22	ACTION/AGENDA	Mr. Greenberg and Mr. Chase to prepare letter to the community regarding Walking Trail. Mr. Adams to schedule Workshop. Ms. Willson to provide names of ADA Specialists.			X	09.07.22
18	05.18.22	ACTION	Provide BOS with geo-tube info & identify location for trial next year. 09.07.22 withdrawn. No one could identify task.	Mr. Tilton		X	09.07.22
19	05.18.22	ACTION	Cintron/Wildlife Management. Mrs. Adams tell Mike to expect Mr. Tilton call. Mr. Tilton report outcome. Mr. Greenberg: Tell Ms. Willson if breach of contract letter is needed.			X	09.07.22
20	02.10.22	ACTION/AGENDA	Mr. Tilton: Identify areas not covered by a prior easement. Ms. Willson: Prep Easement Agmt or other document to incorporate the CDD's responsibility & right to maintain, repair & inspect & to reaffirm all other easement areas previously identified are covered by CDD's right to operate, maintain and repair. 04.20.22 Mr. Tilton & Ms. Willson to prepare Lease Agreement with golf course & homeowners. 05.18.22 Mr. Lemus to revise GIS map regarding location of the pipes of the 4 individual homeowners, as a Lease Agreement was not needed. Ms. Willson to present the License Agreement with the MCA on the next agenda.	Mr. Tilton Ms. Willson Mr. Lemus		X	10.19.22
21	04.20.22	ACTION/AGENDA	Mr. Tilton: Prep letter putting Lots 7 & 8 owners on notice of violating CDD property rights. 05.18.22 Mr. Adams: Prep letter to owners & give update at the Sept mtg. 09.07.22 Mr. Adams: Send letter & put under Old Business on next agenda.	Mr. Tilton Mr. Adams		X	10.19.22

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
22	05.18.22	ACTION	Reimburse Ms. Gartland & Ms. Wheeler for Aug mtg/PH travel costs. 09.07.22 Reimburse Mr. Henry. 10.19.22 Only reimburse Mr. Henry (on 10.12.22 check run & in process.	Mr. Adams		X	10.19.22
23	09.07.22	ACTION	Investigate info in Cintron email and provide recommendations to Supervisors once all are in attendance.	CDD Staff		X	10.19.22
24	09.07.22	ACTION	Audits: Include subsequent event disclosures & stylistic changes to future audits.	Auditor Mr. Adams		X	10.19.22
25	09.07.22	ACTION	Mr. Adams: Make adjustments to assessment tables in FY 2023 budget. 10.19.22 Mr. Adams to collapse column.	Mr. Adams		X	10.19.22
26	09.07.22	ACTION/AGENDA	Staff: Have "Caution Sign" installed before rocks at Lake 6 on CDD property and send letter to affected residents. Mr. Tilton to provide repair alternatives and costs at the next meeting.	Mr. Willis Mr. Tilton		X	10.19.22
27	09.07.22	ACTION	Ask SOLitude to provide follow up info about the services they performed or did not perform. 10.19.22 SOLitude treated all the lakes with deficiencies within 72 hours.	Mr. Willis		X	10.19.22
28	09.07.22	ACTION	Ensure accounting paid Cintron the \$25,000 due.	Mrs. Adams		X	10.19.22
29	09.07.22	ACTION	CDD Staff to investigate, correct and present updated July and August Unaudited Financial Statements at the next meeting.	Mr. Adams		X	10.19.22
30	09.07.22	ACTION	CDD Staff to reformat Action Items List.	Mr. Willis		X	10.19.22
31	09.07.22	ACTION	Mrs. Adams and Mr. Willis to review the Action Items List and identify completed items prior to the meeting start time.	Mrs. Adams Mr. Willis		X	10.19.22
32	09.07.22	ACTION	Obtain copy of the second Certificate of Insurance (COI) for deer hunter. 10.19.23. MCA received the second COI.	Mr. Willis		X	10.19.22
33	09.07.22	ACTION	Mrs. Adams/Mr. Willis to provide a chart listing lake number and surrounding neighborhood to the Board.	Mr. Willis		X	10.19.22
34	09.07.22	ACT/AG	Present insurance renewal information on the next agenda.	Mr. Adams		X	10.19.22
35	09.07.22	ACTION/AGENDA	Revise title in Professional Services Agmnt & new design routes for Nature Trail.	Mr. Tilton		X	10.19.22