

**MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on March 29, 2019 at 3:00 p.m., at The Sports Club at Mediterra (Bella Vita I Room), 15735 Corso Mediterra Circle, Naples, Florida 34110.

Present and constituting a quorum were:

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

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Alyssa Willson (via telephone)	District Counsel
Brent Burford	District Engineer
Bill Kurth (via telephone)	SOLitude Lake Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 3:02 p.m. Supervisors Greenberg, Tarr and Van Tassel were present, in person. Supervisor Bishko was not present at roll call. Supervisor Wheeler was not present.

SECOND ORDER OF BUSINESS

Chairman's Comments

Mr. Greenberg asked the guests to identify themselves. He thanked Mr. Tarr for presiding over the previous meeting.

Mr. Bishko arrived at the meeting at 3:05 p.m.

Mr. Greenberg thanked Mr. Tarr, publicly, for researching and compiling information on Item 5, in a way that would have some meaning to the Board and thanked Mr. Adams for helping prepare the data for consideration and discussion.

THIRD ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

FOURTH ORDER OF BUSINESS

Consideration of Uniform Collection Interlocal Agreement with Lee County Property Appraiser

Mr. Greenberg asked why this was not done as part of the post-merger paperwork. Mr. Adams replied that the District currently has an agreement; however, the Property Appraiser wanted to re-introduce and standardize the agreement for all taxing authorities in Lee County, including CDDs, hospitals and school boards. Management asked Collier County if they wanted a new agreement but they did not.

On MOTION by Mr. Tarr and seconded by Mr. Van Tassel, with all in favor, the Uniform Collection Interlocal Agreement between Mediterra CDD and the Lee County Property Appraiser, was approved.

FIFTH ORDER OF BUSINESS

Discussion: Repurpose a Portion of Lake 74 for Recreational Purposes

This item was presented later in the meeting.

SIXTH ORDER OF BUSINESS

Discussion: AquaAir Ultra for Aeration

This item was presented later in the meeting.

SEVENTH ORDER OF BUSINESS

Continued Discussion: Problematic – Lake 52 – Options to Resolve

- A. Budget Tabulation – Amount of Committed Funds**
- B. Water Quality Test Results**
- C. Results of Last Water Testing – Johnson Engineering**

This item was presented later in the meeting.

- **Approval of February 20, 2019 Regular Meeting Minutes**

This item, previously the Thirteenth Order of Business, was presented out of order.

Mr. Tarr presented the February 20, 2019 Regular Meeting Minutes. The following changes were made:

Line 26: Change "MCA" to "MCA Consultant"

Line 65: Change "splendor" to "slender" and delete "a" after "is"

Line 66: Insert comma after "it" and change "become" to "becomes"

Line 81: Change "testing" to "aerating"

Line 93: Change "sock" to "socks"

Line 110: Insert "The recommendation was to keep both."

On MOTION by Mr. Bishko and seconded by Mr. Van Tassel, with all in favor, the February 20, 2019 Regular Meeting Minutes, as amended, were approved.

▪ **Discussion: First Payment for Off-Roll Billing to The Club**

This item, previously the Tenth Order of Business was presented out of order.

Mr. Greenberg stated that he and Mr. Tarr had several concerns regarding the off-roll billing to The Club and felt it appropriate for the full Board to hear them and, although no course of action was suggested, he would like the Board to know the options. The Club is billed twice per year and the bill is not part of The Club's tax bill and those implications should be discussed as well as whether to continue the present policy and if so, how could it be ensured that what happened does not happen again and ensure that the issue comes before the Board each year. Mr. Adams summarized the history of the billing of platted and unplatted property. The Club is unplatted and, by agreement, Management collected both debt service and operation and maintenance (O&M) assessments off roll each year and, when the bonds were refunded in 2012, Management for The Club asked to pay off the outstanding debt owed by the golf course, the O&M, and asked to continue paying the O&M twice per year. So each year, in the assessment levy resolution, there is a direct collection paragraph that discusses the due dates but the issue was that The Club did not receive the bill in time, on two occasions, due to failures that occurred when the assessment roll preparation transitioned from Ms. Alice Carlson, of AJC Associates (AJC), to Management. To correct that, Management arranged email reminders of the billing due dates to be sent to Mr. Adams, Mrs. Adams and the Controller on the 25th day of the month prior to the due dates, which are October 25th and April 25th and the Key Activities Dates would also include the billing dates. Additionally, Mr. and Mrs. Adams would be included in the email transmission to The Club, to alert them that The Club was invoiced. With those safeguards in place, Management was confident that the off-roll billing

delays would no longer occur. Discussion ensued regarding penalties for late payments, the gap funding period, Resolution 2018-06, splitting the discount, remedies if the assessment was delinquent and The Club's fiduciary responsibility. The consensus was to continue off-roll billing, as is, remove a paragraph regarding the assessment bill and, going forward, include the due dates on the Key Activity charts. Mr. Adams would highlight the billing in his draft budget presentations.

- **Discussion: AquaAir Ultra for Aeration**

This item, previously the Sixth Order of Business, was presented out of order.

Mr. Greenberg questioned the need for additional aerators, especially since the ponds were previously aerated. Mr. Adams stated that the new nano-bubbler technology was not available at the time that the ponds were aerated and there were previous discussions regarding the nano-bubbler, particularly in reference to Lake #52. Mr. Greenberg stated that, according to Mr. Kurth's email to Mrs. Adams, Lake #52 is healthy, except for a slender spikerush issue; he requested a recap of the previous meeting regarding resident complaints and Lake #52. Mrs. Adams stated that there were various complaints that Lake #52 was the worst one in all of Mediterra and something should be done to improve water quality. Mr. Greenberg asked if the algae could be skimmed more often by the District's vendor. He expressed his disinterest in acquiring new aeration equipment, as he felt that the current bubblers were working. Mr. Adams stated that bacteria socks would be added to the ponds to increase the amount of natural bacteria, reduce muck buildup and clean the water column. It would take at least six months to measure positive results. Mr. Greenberg and Mr. Adams would draft a letter informing Serata residents that bacteria socks would be installed to control algae. In response to a question, Mr. Kurth stated that socks would be installed in Lake #52 once per month. As to the number of socks, Mr. Kurth estimated that, based upon the prices and size of the lake, 10 socks would be installed. Discussion ensued regarding the budget, depreciation charges, firebreaks, fund balance, repurposing funds, electric meters and solar panels.

EIGHTH ORDER OF BUSINESS**Discussion: Water Quality Maintenance Vendors**

This item was removed from the agenda.

Mr. Adams stated that this item could be removed from the agenda and, as the Action Items are reviewed, it should be noted that this item should be budgeted for in Fiscal Year 2020. Mr. Greenberg asked Staff to prioritize lake bank remediation, at the next budget meeting. In response to Mr. Greenberg's question, Mr. Adams stated that the inspection is scheduled for Monday, April 29 and Tuesday, April 30th.

▪ **Discussion: Repurpose a Portion of Lake 74 for Recreational Purposes**

This item, previously the Fifth Order of Business was presented out of order.

Mr. Greenberg asked about any obstacles if the Board decided to fill in Lake #74 and build a recreational building, playground and office space. Ms. Willson stated that a permit must be obtained from the Collier County Commission. As to how much information should be divulged and other legal implications, Mr. Adams stated that a memorandum should be prepared outlining the exact reasons for the request. There should be initial discussions with the South Florida Water Management District (SFWMD) and Staff must provide the details about filling the lake. The Board and Staff discussed the repurposing process, statutes, constructing a parking lot, the cost to fill in the lake, building parameters, deeding the property to the MCA and the next steps. Mr. Adams and the District Engineer would schedule an exploratory meeting with the SFWMD regarding the proposed project and research the filling costs and requirements.

Mr. Van Tassel left the meeting at 4:26 p.m.

TENTH ORDER OF BUSINESS

**Discussion: First Payment for Off-Roll
Billing to The Club**

This item was presented following the Seventh Order of Business.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of January 31, 2019**

Mr. Adams presented the Unaudited Financial Statements as of January 31, 2019. Mr. Greenberg questioned the "Special assessment on roll" line item at 86%. Mr. Adams stated that was through January; the remainder was held by the Developer, who would pay later in the process. Mr. Greenberg requested an updated report at the next meeting.

On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, the Unaudited Financial Statements as of January 31, 2019, were accepted.

TWELFTH ORDER OF BUSINESS

Staff Reports

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

There being no report, the next item followed.

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

There being no report, the next item followed.

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

- **NEXT MEETING DATE: April 17, 2019 at 3:00 P.M.**

The next meeting will be held on April 17, 2019 at 3:00 p.m.

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

- **Key Activity Dates**

This item was included for informational purposes.

Mrs. Adams reported the following:

- “Special Assessment Off-Roll” was on Page 2 of the Key Activity Dates schedule.

Mr. Greenberg noted that it should be reflected twice, both in March and May. Mr.

Adams stated that it should be moved up and the dates should be changed, as follows:

Change: 15th to the 25th of March and September

- MRI completed the inspection of all CDD structures and the \$6,000 inspection fee was waived.

- Tree trimming would be completed by the end of the week; 134 trees were trimmed at a cost of \$3,530.

- Pine straw was clogging the storms drain and filling up the culverts.

Mr. Greenberg asked Staff to send a letter to the MCA and The Club informing them that pine straw was clogging the storm drains, which was adversely affecting the stormwater drainage system, and directing them to speak to their vendors about prevention. Discussion ensued regarding the pipes, landscape debris, street sweeping and cost.

THIRTEENTH ORDER OF BUSINESS

Approval of February 20, 2019 Regular Meeting Minutes

This item was addressed following the Seventh Order of Business.

FOURTEENTH ORDER OF BUSINESS

Action/Agenda or Completed Items

Items 2, 3, 8, 10, 11, 14 and 15 were completed.

Item 12: Has two parts; the inspection fee was waived and the second portion was pending. It would be changed from an Action to an Agenda item.

Item 13: Was removed entirely, per Mr. Tarr.

FIFTEENTH ORDER OF BUSINESS

Old Business

Mr. Bishko asked Mrs. Adams for a copy of a letter that Staff sent to a resident regarding cleaning the preserves. Mrs. Adams provided a copy. Discussion ensued regarding the letter, Chase and SOLitude. Mr. Greenberg asked Mrs. Adams for a blind copy.

SIXTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Tarr expressed his appreciation to Staff on their work ethic and sense of humor. Mr. Greenberg expressed his appreciation to Staff for their willingness to change the meeting date to accommodate his travel plans.

SEVENTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Bishko and seconded by Mr. Tarr, with all in favor, the meeting adjourned at 4:48 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair