

**MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on June 19, 2019 at 9:00 a.m., at The Sports Club at Mediterra (Bella Vita I), 15735 Corso Mediterra Circle, Naples, Florida 34110.

Present and constituting a quorum were:

Robert Greenberg	Chair
Ken Tarr (via telephone)	Vice Chair
Thomas H. Van Tassel	Assistant Secretary
Mary Wheeler	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Jason Olson	Assistant Regional Manager
Alyssa Willson (via telephone)	District Counsel
Andy Tilton	District Engineer
Tim Richards	General Manager, MCA
John "Dave" McGrehe	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:04 a.m. Supervisors Greenberg, Van Tassel and Wheeler were present, in person. Supervisor Tarr was attending via telephone. Supervisor Bishko was not present.

SECOND ORDER OF BUSINESS

Chairman's Comments

There being no Chairman comments, the next item followed.

THIRD ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

FOURTH ORDER OF BUSINESS

**Update: Permit Application Status –
Repurpose a Portion of Lake 74 for
Recreational Purposes**

This item was presented following the Thirteenth Order of Business.

FIFTH ORDER OF BUSINESS

**Consideration of M.R.I. Construction, Inc.,
Proposal for Lake Bank Maintenance and
Repair**

This item was presented following the Thirteenth Order of Business.

SIXTH ORDER OF BUSINESS

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

This item was presented following the Thirteenth Order of Business.

SEVENTH ORDER OF BUSINESS

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

- A. Memorandum**
- B. Evaluation Sheets**
- C. Detailed Specifications**

Mr. Olson reported there were no significant maintenance issues identified during the Annual Lake Audit and reported the following:

- All issues, such as torpedo grass, weeds, minimal algae and aerators malfunctioning, were already addressed.
- All hurricane-related limb debris from Hurricane Irma was removed.
- Inter-connected Pipes: Cleaning would be completed by the end of the week.

Mr. Richards would direct MCA Staff to notify the CDD of any aerators malfunctioning and post in the chronicle.

EIGHTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of April 30, 2019**

Mr. Greenberg presented the Unaudited Financial Statements as of April 30, 2019. Mr. Adams was instructed to find out if Management is able to deposit checks into the District’s bank account electronically, rather than depositing checks physically every 10 days.

On MOTION by Ms. Wheeler and seconded by Mr. Van Tassel, with all in favor, the Unaudited Financial Statements as of April 30, 2019, were accepted.

NINTH ORDER OF BUSINESS

Staff Reports

This item was presented following the Thirteenth Order of Business.

- A. District Counsel: *Hopping Green & Sams, P.A.*
- B. District Engineer: *Johnson Engineering, Inc.*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: August 21, 2019 at 9:00 A.M.
- D. Operations Manager: *Wrathell, Hunt and Associates, LLC*
 - Key Activity Dates

TENTH ORDER OF BUSINESS

Approval of May 15, 2019 Regular Meeting Minutes

Mr. Greenberg presented the May 15, 2019 Regular Meeting Minutes. All edits were previously submitted to Management.

On MOTION by Ms. Wheeler and seconded by Mr. Van Tassel, with all in favor, the May 15, 2019 Regular Meeting Minutes, as amended to incorporate edits previously submitted to Management, were approved.

ELEVENTH ORDER OF BUSINESS

Action/Agenda or Completed Items

Items 4, 7, 6, 8, 11 through 25 and 10 were completed.

Item 6: Delete “nano bubbler systems” from task, since it was not approved.

Items 17 and 18: Mr. Adams stated the District received payments from the two residents to remove the fence; their contractor removed the landscape debris. Mr. Adams would send “Thank You” letters to those residents, expressing the Board’s appreciation.

Item 2: Change “Ms. Schultz” to “Ms. Johnson”. Task would be performed semi-annually.

Item 10: Change “Adams” to “Tilton”

Item 13: Change “generator” to “generated”

TWELFTH ORDER OF BUSINESS

Old Business

Agenda item “Old Business” would be omitted from future agendas.

Mr. Tarr asked whether Mr. Chase would have the logs removed. Mrs. Adams stated she was waiting for a response from Mr. Chase regarding her email informing him that he could not remove trees outside of the 60’ zone area.

THIRTEENTH ORDER OF BUSINESS

Supervisors’ Requests

There being no Supervisors requests, the next item followed.

▪ **Discussion: Planting of Lake Banks – Medici, Villa Lago and Villa Terazza**

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

Mrs. Adams stated this project was scheduled to commence during the rainy season; she was coordinating with Mr. Terry Wood to have irrigation available, if needed. This item was being presented for informational purposes. The project was approved in January, and this item was pulled from the agenda until now. The project cost \$3,700.

▪ **Consideration of M.R.I. Construction, Inc., Proposal for Lake Bank Maintenance and Repair**

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

Mrs. Adams presented the following M.R.I. Construction Inc. (MRI) proposals:

- Proposal #28 - \$41,563: Installation 4,500 square feet (sq. ft.) of riprap along Lake 34 lake bank; invoice would be revised to reflect 4,500 sq. ft., rather than 6,600 sq. ft.
- Proposal #30 - \$38,065: Installation of 6,000 sq. ft. of riprap in one area of the Lake 35 lake bank.
- Proposal #32 - \$875,384: Installation of riprap to 147 head walls and mitered end pipes.

Of the three projects, Mr. Adams considered Lake 34 a priority; the cost would require use about half of the projected fund balance. Mr. Tarr stated the Board should also consider

completing a portion of the other project and install riprap on the dozen or so mitered end pipes identified as causing erosion. District Staff was instructed to review the report and identify worst areas and present the findings. Since a portion of the fund balance would be used for that project, Mr. Greenberg warned that assessments would need to be increased for Fiscal Year 2021 to perform work on additional pipe heads and to proceed with Lake 74.

Mr. Tarr suggested approving additional funds for unforeseen repairs, such as replacing damaged vegetation, which was not included in the contract. Mr. Adams opined that damages would be relatively minimal; he would coordinate with Mr. Radford, who would work closely with the Golf Superintendent, to specify how materials are brought in and incorporate those details into the contract. Mrs. Adams would update the Key Activities Report, adding Lake 35 to the project list, to initiate next year.

On MOTION by Mr. Greenberg and seconded by Mr. Van Tassel, with all in favor, authorizing District Staff to refine and amend M.R.I Construction Inc. Proposal #28, to reflect installation of 4,500 sq. ft. of riprap along Lake #34, in a not-to-exceed amount of \$45,000, inclusive of a 5% cushion for damages, was approved.

- **Update: Permit Application Status – Repurpose a Portion of Lake 74 for Recreational Purposes**

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

Mr. Tilton distributed a draft “Exhibit A” to a Professional Services Agreement and reflecting two tasks and noted Collier County has numerous requirements, which could prove challenging in getting this project approved. To allow time to review the documents, the meeting recessed.

The meeting recessed at 9:41 a.m.

The meeting reconvened at 9:47 a.m.

Mr. Tilton responded to Board Member questions and concerns as follows:

- **\$58,000 Permitting Cost:** The cost was confirmed with the Collier County Manager, who had a similar permit in which one item cost \$50,000. The majority of the expense, 70%, would be spent within the first six to eight months, and the remainder of the expense would be expended over time.

- Sub-Consultants Reimbursable Cost: Rarely spent.
- Timeline: The United States Army Corps of Engineers (USACE) could span two or more years before the District could proceed with the project. Without submitting an application, the USACE would not provide him with any answers. If the application is submitted and approved, the USACE might not require a permit for this project.

Mr. Tilton stated, historically, the likelihood of not needing a dredge and fill permit was 50/50. He would contact Mr. Barraco to see if he located the original permit documents for the lake; however, whether they would help the District, was unknown.

- Fund balance would be utilized to cover Task 1 and the prior project, leaving \$30,000 remaining at the end of Fiscal Year 2020. Mr. Tilton was instructed to update Mr. Adams on the progress.

On MOTION by Mr. Greenberg and seconded by Ms. Wheeler, with all in favor, authorizing District Staff to engage and enter into a contract with Johnson Engineering to perform Task 1, in a not-to-exceed amount of \$12,500, was approved.

Since there were numerous unknown variables related to the scope of the project, Mr. Greenberg stated the District should proceed slowly with this project. He was waiting for the MCA's needs assessment before approaching The Club and would not agree to the use of District property, unless the facility was open to all residents within the community and was not a sporting facility. Discussion ensued regarding determining the use of space specifically directed to office space, a buy-in from The Club, the footprint, financing with a private placement with one buyer, issuing a ground lease with covenants and restrictions, etc.

Within the confines of the last motion, Mr. Tilton stated he would confirm that the zoning did not change and that whatever use was originally planned was not removed or used for some other purpose through time with the County, or any transfer of Development Rights, going from office space to additional residential units, or something else.

▪ **Staff Reports**

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

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: August 21, 2019 at 9:00 A.M.**

The next meeting will be held on August 21, 2019 at 9:00 a.m.

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

- **Key Activity Dates**

This item was included for informational purposes.

Mrs. Adams reported the following:

- Street Sweeping: Negotiated contract to \$8,000; weekly services would be from January through March, excluding those streets without shedding oaks. Mr. Richards was instructed to coordinate with Mr. Wood on where to dispose of the debris that would be vacuumed up.
- Hurricane-related Limb Debris Removal: Completed at the approved \$5,000 limit.

FOURTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

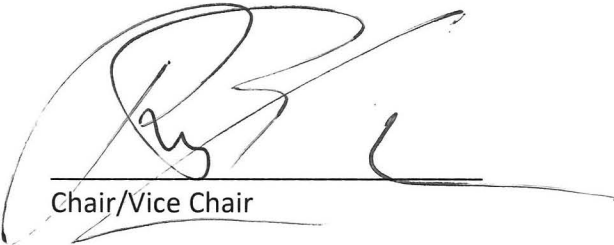
Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Ms. Wheeler and seconded by Mr. Van Tassel, with all in favor, the meeting adjourned at 10:25 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair