

**MINUTES OF MEETING  
MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on November 20, 2019 at 3:00 p.m., in 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	Vice Chair
Thomas H. Van Tassel	Assistant Secretary
Mike Bishko	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	Mediterra General Manager
Terry Wood	Mediterra Landscape Superintendent
Rodney Chase	Resident and Board President of IL Cuore

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:05 p.m. Supervisors Tarr, Greenberg and Van Tassel were present, in person. Supervisors Bishko was not present at roll call. Supervisor Wheeler was not present. Mr. Greenberg stated Ms. Wheeler was expected, via telephone.

**SECOND ORDER OF BUSINESS**

**Chairman's Comments**

There being no Chairman's comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Public Comments [3 minutes per person]**

There being no public comments, the next item followed.

- **Discussion: Neighborhood @ Environmental Edge Management Plan for IL Cuore @ Mediterra**

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

As Chair of the Governance Committee, Mr. Tarr stated that, during his review of the documents on the website, he found that the Declaration for IL Cuore was not posted. He obtained a copy from the Lee County Records Department and was surprised about the City of Bonita Springs' concern to protect homes in the neighborhood from a fire event.

**Mr. Bishko arrived at the meeting at 3:07 p.m.**

Mr. Greenberg asked Mr. Tarr to explain why this was an issue for the CDD. Mr. Tarr referred to a portion of the document that stated, prior to the first Certificate of Occupancy (CO), there had to be clearing in the preserves in order for the property to obtain a CO and, when asked, Mr. Adams was not aware of this. If they did not complete the clearing, then it is not their business and, if they did it without CDD or South Florida Water Management District (SFWMD) approval, then further discussion was needed on the implications, if any. He referred to Page 5, which stated further preserve management has to be done. In his understanding, Mr. Greenberg stated that he did not see how the Management Plan affects the CDD preserve but that it does affect the HOA and IL Cuore.

Mr. Rodney Chase, a resident and HOA Board President of IL Cuore, stated his understanding that the HOA was responsible for ensuring the clearing of the development inside the preserve boundary, on the homeowners property; however, later in the paragraph, it stated that the preserves must be cleared every two years and the HOA, through the CDD, had to ensure that high flammable materials are removed, the canopy of trees should be thinned out and the palmettos should be avoided but a thick bank of palmettos exists, which is the CDD's responsibility.

Mr. Greenberg instructed Staff to include this as part of the CDD Preserve Management Plan and, going forward, coordinate tasks with IL Cuore.

- **Continued Discussion: Lake 74**

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

Mr. Greenberg stated the response from the U.S. Army Corps of Engineers (USACE) stated that the CDD is not required to go through a formal permitting process for this project.

He gave the following update to the tasks listed in Exhibit B of the Johnson Engineering, Inc., Professional Services Supplemental Agreement No. 14.

- Task 1 - Federal USACE No Permit required determination: \$5,000 spent to date.
- Task 2 - USACE Dredge and Fill Permit (\*if required): Task unnecessary.

Mr. Tilton’s recommendation was to reprioritize tasks, to make the following changes:

- Task 3 – Collier County Permitting: Change “Task 3” to “Task 5”
- Task 4 – ERP Modification: Change “Task 4” to “Task 3”
- Task 5 – Topographic Survey: Change “Task 5” to “Task 4”

Mr. Greenberg asked the Board if they were still interested in pursuing the regulatory process and the project, which would take three years to finalize, and, if so, suggested repurposing the unused funds from Task 1 to the newly assigned Tasks 3 and 4.

**On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, authorizing Johnson Engineering, Inc., to proceed with Tasks 4 and 5, listed in the Professional Services proposal dated August 12, 2019 and attempt to obtain a State permit to allow the District to repurpose portions of Lake 74, in a not-to-exceed amount of \$19,500, with the caveat that the District repurposes the \$7,500 remaining in Task 1 to proceed with this endeavor, was approved.**

- **Consideration of Resolution 2020-03, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019**  
**This item, previously the Fifth Order of Business, was presented out of order.**

Mr. Greenberg presented Resolution 2020-03. Mr. Adams stated it was necessary to amend the Fiscal Year 2019 budget, as certain expenditures exceeded budget and avoid a finding in the audit.

**On MOTION by Mr. Bishko and seconded by Mr. Tarr, with all in favor, Resolution 2020-03, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019, was adopted.**

- **Acceptance of Unaudited Financial Statements as of September 30, 2019**

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

This item was presented during the Fifth Order of Business. The financials were accepted.

▪ **Approval of October 16, 2019 Regular Meeting Minutes**

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

Mr. Greenberg presented the October 16, 2019 Regular Meeting Minutes. All edits were previously submitted to Management.

**On MOTION by Mr. Bishko and seconded by Mr. Tarr, with all in favor, the October 16, 2019 Regular Meeting Minutes, as amended to include edits previously submitted to Management, were approved.**

**FOURTH ORDER OF BUSINESS**

**Discussion: Updated Provisions of District's Rules of Procedure**

**A. Amended and Restated Rules of Procedure**

Mr. Greenberg referred to verbiage throughout the proposed Rules, related to criteria, scheduling emergency meetings, closed sessions, licenses, etc. He asked, for consistency, to address the following items:

- Remove the verbiage "as amended from time to time", throughout the document.
- Include a general statement stating that references to a Florida Statute shall mean as that statute is amended, from time to time, and the other items that were discussed.

Ms. Willson would discuss Mr. Greenberg's proposed changes with her colleagues and review and address other items discussed before incorporating any changes into the document. A list of subject matters that warrant holding a closed session would be sent to Mr. Adams to distribute before the next meeting, the revised proposed document would be presented at the next meeting.

**B. Consideration of Resolution 2020-02, To Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure; and Providing an Effective Date**

Mr. Greenberg presented Resolution 2020-02.

**On MOTION by Mr. Tarr and seconded by Mr. Van Tassel, with all in favor, Resolution 2020-02, To Designate Date, Time and Place of Public Hearing for January 15, 2020 at 3:00 p.m., in the Bella Vita I Room, 15735 Corso Mediterra Circle, Naples, Florida 34110 and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure; and Providing an Effective Date, was adopted.**

In response to a request, Ms. Willson stated that she would make further changes to the proposed Amended and Restated Rules of Procedure regarding the agenda package and it being available at the local records office. Mr. Greenberg commended Ms. Willson and her colleagues for their work on the proposed Amended and Restated Rules of Procedure.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-03, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019**

This item was presented following the Third Order of Business.

**SIXTH ORDER OF BUSINESS**

**Discussion: Neighborhood @ Environmental Edge Management Plan for Il Cuore @ Mediterra**

This item was presented following the Third Order of Business.

**SEVENTH ORDER OF BUSINESS**

**Continued Discussion: Lake 74**

This item was presented following the Third Order of Business.

**EIGHTH ORDER OF BUSINESS**

**Discussion: March and May Meeting Dates/Times**

Mr. Greenberg presented options for rescheduling the March and May meetings due to the site being unavailable.

The following changes were made.

DATE: Change "March 18" to "March 11"

HOUR: Change May 20, 2020 time from "9:00 AM" to "3:00 PM"

On MOTION by Mr. Greenberg and seconded by Mr. Tarr, with all in favor, the Fiscal Year 2019/2020 Meeting Schedule, as amended, was approved.

**NINTH ORDER OF BUSINESS**

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

This item was presented following the Third Order of Business.

**TENTH 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***

There being no report, the next item followed.

- **NEXT MEETING DATE: January 15, 2020 at 3:00 P.M.**
  - **QUORUM CHECK**

Supervisors Tarr, Bishko, Greenberg and Van Tassel confirmed their attendance, in person, at the January 15, 2020 meeting. Mr. Adams would contact Supervisor Wheeler to confirm attendance.

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

- **Key Activity Dates**

This item was not addressed.

**ELEVENTH ORDER OF BUSINESS**

**Approval of October 16, 2019 Regular Meeting Minutes**

This item was presented following the Third Order of Business.

**TWELFTH ORDER OF BUSINESS**

**Action/Agenda or Completed Items**

Item 12 was ongoing.

Item 11 was completed.

Mr. Richards would forward the deer hunting license agreement and insurance related documents to Mr. Adams.

**THIRTEENTH ORDER OF BUSINESS**

**Old Business**

Mr. Tarr asked if District Staff and MCA Staff formulated a plan for certain streets to be swept. Mr. Richard stated the task would be performed on Mondays. Mrs. Adams confirmed that she and Mr. Richards coordinated the street sweeping details and that Mr. Richards would send an e-blast alerting the community of the street-sweeping schedule.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There being no Supervisors requests, the next item followed.

Regarding a question raised at the last meeting about the Supervisors' compensation line item amount, Mrs. Adams stated that Supervisors receive \$200 but a portion of FICA is taken out of the gross amount. Mr. Adams stated that the CDD also pays a portion of the FICA amount.

**FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, the meeting adjourned at approximately 4:12 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair