

**MINUTES OF MEETING  
MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Public Hearing and Regular Meeting on January 15, 2020 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 |
| Mary Wheeler         | Assistant Secretary |

**Also present were:**

|                                |                            |
|--------------------------------|----------------------------|
| Chuck Adams                    | District Manager           |
| Cleo Adams                     | Assistant Regional Manager |
| Alyssa Willson (via telephone) | District Counsel           |
| Andy Tilton (via telephone)    | District Engineer          |
| Tim Richards                   | Mediterra General Manager  |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:04 p.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Chairman's Comments**

Mr. Greenberg stated he would circulate to the Board a copy of the update letter that will be sent to residents after the Supervisors review it and return comments to Staff before it is sent to the residents.

**THIRD ORDER OF BUSINESS**

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

There being no public comments, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments and Objections to the Adoption of the Amended and Restated Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Affidavits/Proofs of Publications**

**I. Notice of Rule Development**

**II. Notice of Rulemaking**

The affidavits of publications were provided for informational purposes.

**B. Consideration of Resolution 2020-04, Adopting Amended and Restated Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

**Mr. Adams opened the Public Hearing.**

No members of the public spoke.

**Mr. Adams closed the Public Hearing.**

Mr. Greenberg presented Resolution 2020-04.

**On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with all in favor, Resolution 2020-04, Adopting Amended and Restated Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Discussion: District Computerized Record of Proceedings**

Mr. Tarr expressed his concern that the District was not complying with its Rules of Procedure and having the laptop updated on a regular basis. Ms. Willson reviewed the Statute and stated the District is only required to have one records office in the county with the majority of acreage, which is Collier County. Mr. Adams stated Staff is required on site during a records request and able to retrieve up-to-date documents via the system. At the next meeting, he would present a schedule of when the District's office laptop would be updated. Mr. Richards stated that he receives a hard copy of each meeting's agenda by FedEx at the same time each Supervisor receives their copy. This satisfies the requirement of having the agenda in the District's office as soon as it is available.

**SIXTH ORDER OF BUSINESS**

**Continued Discussion: Lake 74**

Mr. Tilton stated he was working on the Coastal Resource Division (CRD) permit application package. The ground elevation survey, typically referred to as topography, was expected to be completed soon. Mr. Greenberg asked when they would need to develop ideas with regard to access areas, how far they can fill in and addressing regulatory issues. Mr. Tilton stated the original site plan was sufficient to present with the application; however, it would need to be updated with the final plan at the point they are ready to build it.

**SEVENTH ORDER OF BUSINESS**

**Update: Meeting Date Change – May 27, 2020 at 3:00 P.M.**

Mr. Adams stated that, due to a conflict, the meeting in May was rescheduled to May 27, 2020. Mr. Greenberg stated he will not be attending the meeting in February.

In response to a question about the upcoming election, Mr. Adams stated discussions would occur in May, as the qualifying period would be in June. A Supervisor asked when Mr. Greenberg planned to speak with the Supervisors whose seats are up for election to determine if they plan to run again.

**EIGHTH ORDER OF BUSINESS**

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

Mr. Greenberg presented the Unaudited Financial Statements as of November 30, 2019.

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|---|
| <p><b>On MOTION by Mr. Bishko and seconded by Mr. Tarr, with all in favor, the Unaudited Financial Statements as of November 30, 2019, were accepted.</b></p> |
|---|

**NINTH 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.***

Mr. Tilton stated he reviewed the application for the proposed school at the southwest corner of the community, indicating storm water discharge is going south, away from the community. The consensus was that no further action was needed.

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

There being no report, the next item followed.

- **NEXT MEETING DATE: February 19, 2020 at 3:00 P.M.**
  - **QUORUM CHECK**

Supervisors Tarr, Bishko, Wheeler and Van Tassel confirmed their attendance, in person, at the February 19, 2020 meeting. Mr. Greenberg would not attend.

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

- **Key Activity Dates**

Mr. Tarr received photographs of debris left after the streets were swept; however, to obtain better results, he asked to have the street sweeping schedule changed to early morning. Discussion ensued regarding the contract cancellation terms, whether the contractor swept the gutters, cost of services, etc. Ms. Wheeler was asked to forward the photographs taken in front of her home to Mrs. Adams, who would address the issues with the contractor. Mr. Richards would ask his team to confirm the sweeper is cleaning the gutters.

**On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, authorizing Staff to begin the 30-day cancellation notice process to terminate the street sweeping contract, if the vendor is unable to comply with the District's request, was approved.**

The portion of the Key Activity Dates report regarding providing Mr. Richards with the street sweeping schedule would be removed.

**TENTH ORDER OF BUSINESS**

**Approval of November 20, 2019 Regular Meeting Minutes**

Mr. Greenberg presented the November 20, 2019 Regular Meeting Minutes. All edits were previously submitted to Management.

**On MOTION by Ms. Wheeler and seconded by Mr. Bishko, with all in favor, the November 20, 2019 Regular Meeting Minutes, as amended to include edits previously submitted to Management, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Action/Agenda or Completed Items**

Item 6 was ongoing.

Items 12 and 14 were completed.

Item 9 was removed.

Item 12: Completed: Revised description to include, until IL Cuore makes a request to the District to perform tasks in the Preserve Management plan, on their behalf, this item was moved to the completed list.

Item 14: Mr. Adams would send the list of subject matters that warrant holding a closed session to the Board.

Item 6: Mr. Richard’s Staff would provide the deer hunter reports to Mr. Adams, on an ongoing basis, when received. Mr. Richards would forward the deer hunting license agreement, insurance documents and current reports to Mr. Adams for distribution to the Board.

**TWELFTH ORDER OF BUSINESS**

**Old Business**

There being no old business, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

Mr. Tarr asked questions about the preserves and asked for the inspection schedule to be added to the Key Activity Dates List. Mrs. Adams and Mr. Adams responded to questions posed by Mr. Tarr, as follows:

- The preserves are inspected twice a year, at the start of dry season and right before wet season, and treated at that time, if necessary.
- The District is required, by statute, to keep the conservation area exotic and invasive free, it is up to Management to initiate policy.

In response to a question of considering the use of drones to survey areas in the District, Mr. Adams stated that he and Mrs. Adams were getting licensed to perform remote inspections

of the preserves and lakes, which would enable Staff to collect data in real time, as outsourcing was cost prohibitive. Discussion about the use of drones would be included on the agenda, once they have the details.

Mr. Bishko asked if the District is required to police the area for exotics and if security for the MCA or The Club tours the area before nightfall. Mr. Adams stated the exotics are sprayed and any unusual conditions would be reported. Mr. Greenberg stated, if tours are being done before nightfall, it would be The Club not MCA, as there has been no need to heighten security in the last two years. He confirmed the MCA took advantage of the six month rule regarding fire prevention and debris removal but not The Club.

Mrs. Adams stated the next wetland inspection was set for February or early March. She would forward the schedule upon receipt.

**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 Mr. Tarr and seconded by Ms. Wheeler, with all in favor, the meeting adjourned at approximately 3:53 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

COPS. ALI  
Secretary/Assistant Secretary

Jennett J. Tan  
Chair/Vice Chair