

MEDITERRA

COMMUNITY DEVELOPMENT DISTRICT

May 17, 2023

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

May 10, 2023

Board of Supervisors
Mediterra Community Development District

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

Dear Board Members:

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on May 17, 2023 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. Continued Discussion/Update: Nature Trail and Board Walk
 - A. Updated Cost Estimate Phase 1 and Phase 2
5. Discussion/Consideration of MRI Inspection, LLC, Items
 - A. Medici Inspection Report
 - B. Estimate #4079 to Install Band
 - C. Estimate #4081 to Clean & Root Removal
6. Consideration of Resolution 2023-05, Approving Proposed Budgets for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
7. Consideration of Resolution 2023-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
8. Acceptance of Unaudited Financial Statements as of March 31, 2023
 - 2023 Operations Financial Impact Analysis
 - Breakdown/Summary Report

9. Approval of April 19, 2023 Regular Meeting Minutes

10. Staff Reports

A. District Counsel: *Kutak Rock LLP*

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

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

- 451 Registered Voters in District as of April 15, 2023
- NEXT MEETING DATE: June 21, 2023 at 9:00 AM

○ QUORUM CHECK

SEAT 1	MARY WHEELER	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	KENNETH TARR	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	JOHN HENRY	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	ROBERT GREENBERG	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	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 Report

11. Action/Agenda or Completed Items

12. Old Business

- Continued Discussion: Lake Fountains

13. Supervisors' Requests

14. Public Comments (*3 minutes*)

15. 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: 800-225-9448

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

4A

**Mediterra Community Development District
Nature Trail and Boardwalk**

Construction Cost

Item	Description	Unit Price	Est. Quantity Phase 1 Pine	Units	Extended Price
1	Mobilization/Demobilization	\$25,000	1	LS	\$25,000
2	Clearing and Grubbing	\$20,000	0.20	AC	\$4,000
3	Double Silt Fence	\$10	1,240	LF	\$12,400
4	Mulched Trail (8' Wide, 2' Shoulders)	\$75	0	LF	\$0
5	Boardwalk, Pine (8' Wide)	\$680	620	LF	\$421,600
6	Fill (Dirt)	\$50	0	CY	\$0
7	Restoration	\$12,000	1	LS	\$12,000
8	As-Built Survey	\$8,000	1	LS	\$8,000
Construction Cost					\$483,000
20% Contingency					\$96,600
Estimated Construction Cost					\$579,600
*Env 1	Mitigation	\$350,000	0.20	AC	\$70,000
Total Project Cost					\$649,600

*(175k per acre)x2=350k per acre

**Mediterra Community Development District
Nature Trail and Boardwalk**

Construction Cost

Item	Description	Unit Price	Est. Quantity Phase 1 Ipe	Units	Extended Price
1	Mobilization/Demobilization	\$25,000	1	LS	\$25,000
2	Clearing and Grubbing	\$20,000	0.20	AC	\$4,000
3	Double Silt Fence	\$10	1,240	LF	\$12,400
4	Mulched Trail (8' Wide, 2' Shoulders)	\$75	0	LF	\$0
5	Boardwalk, Pine (8' Wide)	\$1,080	620	LF	\$669,600
6	Fill (Dirt)	\$50	0	CY	\$0
7	Restoration	\$12,000	1	LS	\$12,000
8	As-Built Survey	\$8,000	1	LS	\$8,000
Construction Cost					\$731,000
20% Contingency					\$146,200
Estimated Construction Cost					\$877,200
*Env 1	Mitigation	\$350,000	0.20	AC	\$70,000
Total Project Cost					\$947,200

*(175k per acre)x2=350k per acre

**Mediterra Community Development District
Nature Trail and Boardwalk**

Construction Cost

Item	Description	Unit Price	Est. Quantity Phase 2 Pine	Units	Extended Price
1	Mobilization/Demobilization	\$25,000	1	LS	\$25,000
2	Clearing and Grubbing	\$20,000	0.19	AC	\$3,800
3	Double Silt Fence	\$10	1,200	LF	\$12,000
4	Mulched Trail (8' Wide, 2' Shoulders)	\$75	0	LF	\$0
5	Boardwalk, Pine (8' Wide)	\$680	600	LF	\$408,000
6	Fill (Dirt)	\$50	0	CY	\$0
7	Restoration	\$12,000	1	LS	\$12,000
8	As-Built Survey	\$8,000	1	LS	\$8,000
Construction Cost					\$468,800
20% Contingency					\$93,760
Estimated Construction Cost					\$562,560
*Env 1	Mitigation	\$350,000	0.19	AC	\$66,500
Total Project Cost					\$629,060

*(175k per acre)x2=350k per acre

**Mediterra Community Development District
Nature Trail and Boardwalk**

Construction Cost

Item	Description	Unit Price	Est. Quantity Phase 2 Ipe	Units	Extended Price
1	Mobilization/Demobilization	\$25,000	1	LS	\$25,000
2	Clearing and Grubbing	\$20,000	0.19	AC	\$3,800
3	Double Silt Fence	\$10	1,200	LF	\$12,000
4	Mulched Trail (8' Wide, 2' Shoulders)	\$75	0	LF	\$0
5	Boardwalk, Pine (8' Wide)	\$1,080	600	LF	\$648,000
6	Fill (Dirt)	\$50	0	CY	\$0
7	Restoration	\$12,000	1	LS	\$12,000
8	As-Built Survey	\$8,000	1	LS	\$8,000
Construction Cost					\$708,800
20% Contingency					\$141,760
Estimated Construction Cost					\$850,560
*Env 1	Mitigation	\$350,000	0.19	AC	\$66,500
Total Project Cost					\$917,060

*(175k per acre)x2=350k per acre

**Mediterra Community Development District
Nature Trail and Boardwalk**

Construction Cost

Item	Description	Unit Price	Est. Quantity Pine	Units	Extended Price
1	Mobilization/Demobilization	\$50,000	1	LS	\$50,000
2	Clearing and Grubbing	\$20,000	2.25	AC	\$45,000
3	Double Silt Fence	\$10	16,000	LF	\$160,000
4	Mulched Trail (8' Wide, 2' Shoulders)	\$75	0	LF	\$0
5	Boardwalk (8' Wide)	\$680	7,920	LF	\$5,385,600
6	Fill (Dirt)	\$50	0	CY	\$0
7	Restoration	\$20,000	1	LS	\$20,000
8	As-Built Survey	\$15,000	1	LS	\$15,000
Construction Cost					\$5,675,600
20% Contingency					\$1,135,120
Estimated Construction Cost					\$6,810,720
*Env 1	Mitigation	\$350,000	2.25	AC	\$787,500
Total Project Cost					\$7,598,220

*(175k per acre)x2=350k per acre

**Mediterra Community Development District
Nature Trail and Boardwalk**

Construction Cost





Item	Description	Unit Price	Est. Quantity Ipe	Units	Extended Price
1	Mobilization/Demobilization	\$50,000	1	LS	\$50,000
2	Clearing and Grubbing	\$20,000	2.25	AC	\$45,000
3	Double Silt Fence	\$10	16,000	LF	\$160,000
4	Mulched Trail (8' Wide, 2' Shoulders)	\$75	0	LF	\$0
5	Boardwalk (8' Wide)	\$1,080	7,920	LF	\$8,553,600
6	Fill (Dirt)	\$50	0	CY	\$0
7	Restoration	\$20,000	1	LS	\$20,000
8	As-Built Survey	\$15,000	1	LS	\$15,000
Construction Cost					\$8,843,600
20% Contingency					\$1,768,720
Estimated Construction Cost					\$10,612,320
*Env 1	Mitigation	\$350,000	2.25	AC	\$787,500
Total Project Cost					\$11,399,820

*(175k per acre)x2=350k per acre

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

5A

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	Picture
			Medici		
441	Curb	18"	10% Sand & Debris/ There is a sinkhole in the middle of the road between #441 & #442.	No	
442	Curb	18"-24"	25% Sand & Debris	Yes	
443	Manhole	24"-24"	Clean/ There is a fence sitting right on top of the Manhole, fence was removed so that we could inspect it. There are roots in the pipe 60 plus ft in, going from #443 to # 444.	No	
444	Manhole	24"-24"	25% Leaves, Sand & Debris/ There are roots in both pipes.	Yes	
445	L-22	24"	5% Sand & Debris	No	

Structure #	Type	Pipe Size	Problem & Recommendations	Supplies Needed	Picture
			Medici		
441	Curb	18"	There is a sinkhole in the middle of the street, physical inspection revealed a possible 1" separation at the bottom of 1 seam. Recommend cleaning this line with the Vac truck and using the CCTV camera to make sure there aren't anymore problems with the pipe. Sinkhole is 12' - 13' from box 441. Distance from 441 to 442 is 30'.	Vac truck & CCTV	
442	Curb	18"-24"	25% Sand & Debris	Yes	
443	Manhole	24"-24"	The pipe going from structure 443 to 444 has roots in it, recommend removing the roots.	Sawzall	
444	Manhole	24"-24"	There are roots in both of the pipes, recommend removing the roots and physically inspecting the pipe for larger separations via diver or CCTV camera.	Sawzall	

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

5B



M.R.I. Inspection LLC

5570 Zip Dr.
Fort Myers Fl. 33905
239-984-5241 Office
239-236-1234 Fax



CGC 1507963

Name

Gulf Breeze Managment Services
of SWFL
8910 Terrene Ct
Suite 200
Bonita Springs, FL 34135

Proposal

Date

5/1/2023

Estimate

4079

Project

Install Band

Description	Total
<p>Total cost to plug dewater structure # 441 to utilize the vac truck to clean and remove sand and debris , so we will be able to in stall an 18" Stainless steel band on the area of the pipe that is compromised. This price will include all labor and material and equipment needed to complete this job.</p>	<p>3,489.00</p>

Please know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.

Total

\$3,489.00

M.R.I. Underwater Specialist utilizes the federal E-Verify program in contracts with public employers All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance . All contractors are fully covered under general liability insurance. We will not be responsible for any unforeseen incidents, when we dewater any wet well system . Due to sink holes crevases or breeches etc. in and around wet well. This proposal does not include replacing any landscaping(Grass,trees, shrubs.etc.) all Jobsites will be left clean,

Authorized Signature

Michael Radford
Michael Radford President

Arreptaurr of Proposal The Above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. If not we will agree to pay a 10% late fee. This proposal may be withdrawn if not accepted within thirty (30) days.

Signature _____

Date of acceptance _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

5C



M.R.I. Inspection LLC

5570 Zip Dr.
Fort Myers Fl. 33905
239-984-5241 Office
239-236-1234 Fax



CGC 1507963

Name

Gulf Breeze Managment Services
of SWFL
8910 Terrene Ct
Suite 200
Bonita Springs, FL 34135

Proposal

Project

Clean & Root Removal

Date

5/2/2023

Estimate

4081

Description	Total
<p>This proposal is to clean and remove sand and debris utilizing the diver in structure# 442 & #444 we will also penetrate the pipe in structure # 443 and #444 to cut out roots and report to you regarding the condition of the pipe after the roots are cut out. This price will include all labor and material and equipment needed to complete this job</p>	<p>1,100.00</p>

Please know that we cannot hold pricing according to our normal terms, as our vendors are not holding pricing to us. All quotes will need to be reviewed at the time of contract.

Total

\$1,100.00

M.R.I. Underwater Specialist utilizes the federal E-Verify program in contracts with public employers All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Additional charges may occur if any changes are made during scope of work and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. All contractors are fully covered under general liability insurance. We will not be responsible for any unforeseen incidents, when we dewater any wet well system. Due to sink holes crevases or breeches etc. in and around wet well. This proposal does not include replacing any landscaping(Grass,trees, shrubs.etc.) all Jobsites will be left clean,

Authorized Signature

Michael Radford
Michael Radford President

Arreptaurr of Proposal The Above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made within 30 days after invoiced. If not we will agree to pay a 10% late fee. This proposal may be withdrawn if not accepted within thirty (30) days.

Signature _____

Date of acceptance _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Mediterra Community Development District (“**District**”) prior to June 15, 2023, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: _____

HOUR: _____

LOCATION: Sports Club at Mediterra
Bella Vita I Room
15735 Corso Mediterra Circle
Naples, Florida 34110

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Collier County, Lee County and the City of Bonita Springs at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 17TH DAY OF MAY, 2023.

ATTEST:

**MEDITERRA COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY2023/2024 Proposed Budget

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024
PROPOSED BUDGET**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
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**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND 001 BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Estimated through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 1,153,139				\$2,303,708
Allowable Discounts (4%)	(46,126)				(92,148)
Assessment levy: on-roll - net	1,107,013	\$ 1,059,929	\$ 47,084	\$ 1,107,013	2,211,560
Interest and miscellaneous	-	54	-	54	-
Total revenues	<u>1,107,013</u>	<u>1,059,983</u>	<u>47,084</u>	<u>1,107,067</u>	<u>2,211,560</u>
EXPENDITURES					
Professional & admin					
Supervisors	9,900	5,813	4,087	9,900	9,900
Management	49,973	24,987	24,986	49,973	49,973
Accounting	16,700	8,350	8,350	16,700	16,700
Audit	10,000	-	10,000	10,000	15,000
Legal	10,000	3,703	6,297	10,000	10,000
Field management	15,300	7,650	7,650	15,300	15,300
Engineering	50,000	22,371	27,629	50,000	50,000
Engineering- nature trail	169,480	26,842	75,000	101,842	100,000
Trustee	10,000	-	10,000	10,000	10,000
Dissemination agent	4,000	2,000	2,000	4,000	4,000
Arbitrage rebate calculation	1,500	-	1,500	1,500	1,500
Assessment roll preparation	5,000	2,500	2,500	5,000	5,000
Postage	1,000	848	152	1,000	1,500
Insurance	12,400	11,900	-	11,900	12,400
Legal advertising	4,000	1,293	2,707	4,000	4,000
Contingencies	2,500	602	1,898	2,500	2,500
Annual district filing fee	175	175	-	175	175
Website	705	705	-	705	705
ADA website compliance	210	210	-	210	210
Total professional & admin	<u>372,843</u>	<u>119,949</u>	<u>184,756</u>	<u>304,705</u>	<u>308,863</u>

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND 001 BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023			Total Actual & Projected	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Estimated through 9/30/2023		
Water management					
Contractual services	240,000	116,489	123,511	240,000	240,000
Aquascaping/aesthetic enhance/pipe cleanout	100,000	26,439	73,561	100,000	100,000
Conservation area fire mitigation clean up	80,000	-	80,000	80,000	80,000
Fuel load reduction right of ways	-	-	-	-	129,000
Lake bank-erosion repairs	75,000	360	74,640	75,000	75,000
Electricity	33,000	13,924	19,076	33,000	35,000
Capital outlay-nature trail	-	-	-	-	1,000,000
Aeration repairs and replacement	15,000	6,654	8,346	15,000	25,760
Total water management	<u>543,000</u>	<u>163,866</u>	<u>379,134</u>	<u>543,000</u>	<u>1,684,760</u>
Other fees and charges					
Property appraiser & tax collector	29,173	16,835	12,338	29,173	\$57,469.00
Total other fees and charges	<u>29,173</u>	<u>16,835</u>	<u>12,338</u>	<u>29,173</u>	<u>57,469</u>
Total expenditures and other uses	<u>945,016</u>	<u>300,650</u>	<u>576,228</u>	<u>876,878</u>	<u>2,051,092</u>
Excess/(deficiency) of revenues over/(under) expenditures	161,997	759,333	(529,144)	230,189	160,469
Fund balance - beginning (unaudited)	<u>436,428</u>	<u>482,115</u>	<u>1,241,448</u>	<u>482,115</u>	<u>712,304</u>
Fund balance - ending (projected)					
Assigned					
3 months working capital	236,254	236,254	-	-	512,773
Future fire mitigation clean-up	80,000	80,000	80,000	80,000	160,000
Unassigned	282,171	925,194	632,304	632,304	200,000
Fund balance - ending (projected)	<u>\$ 598,425</u>	<u>\$ 1,241,448</u>	<u>\$ 712,304</u>	<u>\$ 712,304</u>	<u>\$ 872,773</u>

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
DEFINITION OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Supervisors	\$ 9,900
Supervisors pay is statutorily set at \$200 , per Supervisor, (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800, per Supervisor, for each fiscal year. It is anticipated the Board will meet 9 times a year.	
Management	49,973
Wrathell, Hunt and Associates, LLC , specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, oversee the issuance of tax exempt bonds, and operate and maintain the assets of the community.	
Accounting	16,700
Fees related to all aspects of accounting for the District funds, including budget and financial statement preparation, cash management and accounts payable. These functions are performed by Wrathell, Hunt and Associates, LLC , on behalf of the District.	
Audit	15,000
The District are required to complete annual, independent examinations of their accounting records and procedures. These audit is conducted pursuant to Florida Law and the Rules of the Florida Auditor General.	
Legal	10,000
Fees for on-going general counsel and legal representation on behalf of the District.	
Field management	15,300
Wrathell, Hunt & Associates, LLC , is responsible for day-to-day field operations. These responsibilities include, but are not limited to, telephone, printing, preparing and bidding services, contract administration, hiring and maintaining qualified personnel, preparing operating schedules and policies, ensuring compliance with operating permits, preparing and implementing field operating budgets, providing District-related information to the public and attending board meetings.	
Engineering	50,000
Johnson Engineering, Inc. provides an array of engineering, consulting, and construction services to the District, assisting them in crafting solutions with sustainability for the long-term interests of the community, while recognizing the needs of the government, environment and maintenance of the community's facilities.	
Engineering- nature trail	100,000
Covers the cost of exploring the opportunity and permitting of a nature trail through the District's conservation area.	
Trustee	10,000
Annual fees paid to U.S. Bank for acting as trustee, paying agent and registrar.	
Dissemination agent	4,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934. The District has amended their contracts with Wrathell, Hunt and Associates, LLC to provide this service.	
Arbitrage rebate calculation	1,500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate arbitrage rebate liability.	
Assessment roll preparation	5,000
The District has amended their contracts with Wrathell, Hunt and Associates, LLC to provide assessment roll management services.	
Postage	1,500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND 204 BUDGET - SERIES 2013 BONDS
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Estimated through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 328,913				\$ 328,913
Allowable discounts (4%)	(13,157)				(13,157)
Assessment levy: on-roll - net	315,756	\$ 302,255	\$ 13,501	\$ 315,756	315,756
Interest	-	5,500	-	5,500	-
Total revenues	315,756	307,755	13,501	321,256	315,756
EXPENDITURES					
Debt service					
Principal	170,000	-	170,000	170,000	180,000
Interest	132,438	66,219	66,219	132,438	125,425
Total debt service	302,438	66,219	236,219	302,438	305,425
Other fees & charges					
Property appraiser & tax collector	11,512	6,660	4,852	11,512	11,512
Total other fees & charges	11,512	6,660	4,852	11,512	11,512
Total expenditures	313,950	72,879	241,071	313,950	316,937
Excess/(deficiency) of revenues over/(under) expenditures	1,806	234,876	(227,570)	7,306	(1,181)
Fund balance:					
Net increase/(decrease) in fund balance	1,806	234,876	(227,570)	7,306	(1,181)
Beginning fund balance (unaudited)	268,603	275,913	510,789	275,913	283,219
Ending fund balance (projected)	<u>\$270,409</u>	<u>\$ 510,789</u>	<u>\$ 283,219</u>	<u>\$ 283,219</u>	<u>282,038</u>
Use of fund balance					
Debt service reserve account balance (required)					(75,000)
Interest expense - November 1, 2024					(59,000)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 148,038</u>

Mediterra
 Community Development District
 Series 2013
 \$4,030,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2023	-		62,712.50	62,712.50
05/01/2024	180,000.00	4.125%	62,712.50	242,712.50
11/01/2024	-		59,000.00	59,000.00
05/01/2025	185,000.00	5.000%	59,000.00	244,000.00
11/01/2025	-		54,375.00	54,375.00
05/01/2026	195,000.00	5.000%	54,375.00	249,375.00
11/01/2026	-		49,500.00	49,500.00
05/01/2027	210,000.00	5.000%	49,500.00	259,500.00
11/01/2027	-		44,250.00	44,250.00
05/01/2028	220,000.00	5.000%	44,250.00	264,250.00
11/01/2028	-		38,750.00	38,750.00
05/01/2029	230,000.00	5.000%	38,750.00	268,750.00
11/01/2029	-		33,000.00	33,000.00
05/01/2030	240,000.00	5.000%	33,000.00	273,000.00
11/01/2030	-		27,000.00	27,000.00
05/01/2031	255,000.00	5.000%	27,000.00	282,000.00
11/01/2031	-		20,625.00	20,625.00
05/01/2032	265,000.00	5.000%	20,625.00	285,625.00
11/01/2032	-		14,000.00	14,000.00
05/01/2033	280,000.00	5.000%	14,000.00	294,000.00
11/01/2033	-		7,000.00	7,000.00
05/01/2034	280,000.00	5.000%	7,000.00	287,000.00
Total	\$2,540,000.00		\$820,425.00	\$3,360,425.00

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2022
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Estimated through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 862,455				\$ 862,455
Allowable Discounts (4%)	(34,498)				(34,498)
Assessment levy: on-roll - net	827,957	\$ 792,764	\$ 35,193	\$ 827,957	827,957
Interest	-	6,365	-	6,365	-
Total Revenues	827,957	799,129	35,193	834,322	827,957
EXPENDITURES					
Debt service					
Principal	679,000	-	679,000	679,000	693,000
Interest	138,964	69,482	69,482	138,964	124,773
Costs of issuance	-	105,795	-	105,795	-
Total debt service	817,964	175,277	748,482	923,759	817,773
Other fees & charges					
Property appraiser & tax collector	17,150	10,136	7,014	17,150	17,146
Total other fees & charges	17,150	10,136	7,014	17,150	17,146
Total expenditures	835,114	185,413	755,496	940,909	834,919
Excess/(deficiency) of revenues over/(under) expenditures	(7,157)	613,716	(720,303)	(106,587)	(6,962)
Beginning fund balance (unaudited)	671,058	283,342	897,058	283,342	176,755
Ending fund balance (projected)	\$ 663,901	\$ 897,058	\$ 176,755	\$ 176,755	169,793
Use of fund balance					
Debt service reserve account balance (required)					-
Interest expense - November 1, 2024					(55,145)
Projected fund balance surplus/(deficit) as of September 30, 2024					\$ 114,648

Mediterra
 Community Development District
 Series 2022
 \$7,053,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2023	-		62,386.50	62,386.50
05/01/2024	693,000.00	2.090%	62,386.50	755,386.50
11/01/2024	-		55,144.65	55,144.65
05/01/2025	708,000.00	2.090%	55,144.65	763,144.65
11/01/2025	-		47,746.05	47,746.05
05/01/2026	722,000.00	2.090%	47,746.05	769,746.05
11/01/2026	-		40,201.15	40,201.15
05/01/2027	738,000.00	2.090%	40,201.15	778,201.15
11/01/2027	-		32,489.05	32,489.05
05/01/2028	753,000.00	2.090%	32,489.05	785,489.05
11/01/2028	-		24,620.20	24,620.20
05/01/2029	769,000.00	2.090%	24,620.20	793,620.20
11/01/2029	-		16,584.15	16,584.15
05/01/2030	785,000.00	2.090%	16,584.15	801,584.15
11/01/2030	-		8,380.90	8,380.90
05/01/2031	802,000.00	2.090%	8,380.90	810,380.90
Total	\$5,970,000.00		\$575,105.30	\$6,545,105.30

**Mediterra
Community Development District
FY 2022-2023 Final Assessments**

Lee County "North" 2022 Bond Issue - Refinanced 2012 Series A Bonds

**Lee County
7 years remaining**

Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2023-2024 tax payment
Amarone	124	Estate 1	\$ 2,247.85	\$ 2,104.75	\$ 4,352.59	\$14,157.89
Brendisi	119	Coach 1	651.78	2,104.75	2,756.52	4,105.16
Calabria	122B	Coach 1	651.78	2,104.75	2,756.52	4,105.16
Cortile (lots 1-5, 37-48)	118	Villa 1	1,092.70	2,104.75	3,197.44	6,882.27
Il Cuore Ct	115A	Manor A	3,315.45	2,104.75	5,420.19	20,882.10
Marcello	114	Estate 1	2,247.85	2,104.75	4,352.59	14,157.89
Marcello	114	Estate 1A	2,862.23	2,104.75	4,966.97	18,027.54
Porta Vecchio	113	Coach	624.40	2,104.75	2,729.15	3,932.75
Positano	116	Villa 1	1,092.70	2,104.75	3,197.44	6,882.27
Serata	122A	Villa 2	874.16	2,104.75	2,978.90	5,505.81
Serata II	122A	Villa 2A	1,466.46	2,104.75	3,571.20	9,236.38
Teramo	115	Manor 2	2,310.29	2,104.75	4,415.03	14,551.18
Terrazza	123	Villa 2	874.16	2,104.75	2,978.90	5,505.81
Treviso (Lots 2 - 10)	120	Manor 1	2,247.85	2,104.75	4,352.59	14,157.89
Verona (Lots 1-5,31-34)	117	Manor 3	2,372.74	2,104.75	4,477.48	14,944.52
Villalago	121	Villa 2	874.16	2,104.75	2,978.90	5,505.81

Fiscal year 2022-2023 Assessments:	Manor 1	\$ 2,247.85	\$ 1,053.55	\$ 3,301.40	\$ 15,559.82
	Manor 2	2,310.29	1,053.55	3,363.84	15,992.05
	Manor 3	2,372.74	1,053.55	3,426.29	16,424.34
	Manor A	3,315.45	1,053.55	4,369.00	22,949.86
	Estate 1	2,247.85	1,053.55	3,301.40	15,559.82
	Estate 1A	2,862.23	1,053.55	3,915.78	19,812.63
	Villa 1	1,092.70	1,053.55	2,146.25	7,563.76
	Villa 2	874.16	1,053.55	1,927.71	6,051.00
	Villa 2A	1,466.46	1,053.55	2,520.01	10,150.97
	Coach 1	651.78	1,053.55	1,705.33	4,511.65
	Coach	624.40	1,053.55	1,677.95	4,322.17

**Mediterra
Community Development District
FY 2022-2023 Final Assessments**

Collier County "South" 2022 Series Bond Issue - REFINANCED 2012 Bonds

**Collier County
7 years remaining**

Phase I Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2023-2024 tax payment
Benvenuto	100	Manor SF	\$ 1,850.94	\$ 2,104.75	\$ 3,955.68	\$ 11,657.99
IL Corsini	108	Manor SF	1,850.94	2,104.75	3,955.68	11,657.99
IL Trebbio Lots 1-14	101	Estate SF	1,850.94	2,104.75	3,955.68	11,657.99
Savona	102	Estate SF	1,850.94	2,104.75	3,955.68	11,657.99
Medici	107	Villa A	744.83	2,104.75	2,849.58	4,691.29
Milan	105/106	Villa B	744.83	2,104.75	2,849.58	4,691.29
Villoresi	103	Villa C	744.83	2,104.75	2,849.58	4,691.29
Monterosso	104	Coach	553.26	2,104.75	2,658.00	3,484.66
Fiscal year 2022-2023 Assessments:		Manor SF	\$1,850.94	\$ 1,053.55	\$ 2,904.49	\$12,812.37
		Estate SF	1,850.94	1,053.55	2,904.49	\$12,812.37
		Villa A,B,C	744.83	1,053.55	1,798.38	5,155.82
		Coach	553.26	1,053.55	1,606.81	3,829.72

**Mediterra
Community Development District
FY 2022-2023 Final Assessments**

Collier County "South" 2022 Series Bond Issue - REFINANCED 2012 A-1 Bonds

**Collier County
7 years remaining**

Phase II Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2023-2024 tax payment
Bello Lago	109	Manor SF B	\$ 2,183.79	\$ 2,104.75	\$ 4,288.53	\$ 13,754.42
Padova (Lots 28-35)	110	Manor SF C	1,819.82	2,104.75	3,924.57	11,462.04
Ravello	111	Manor SF B	2,183.79	2,104.75	4,288.53	13,754.42
Cortile (lots 6-18,26-36)	118A	Villa A	1,136.16	2,104.75	3,240.91	7,156.02
Cortile (lots 19-25)	118B	Manor SF A	1,941.14	2,104.75	4,045.88	12,226.11
Treviso (Lot 1)	120	Manor SF B	2,183.79	2,104.75	4,288.53	13,754.42
IL Trevvio Lots (15-22)	101A	Estate SF A	1,819.82	2,104.75	3,924.57	11,462.04
Padova Lots 1-27	110	Estate SF A	1,819.82	2,104.75	3,924.57	11,462.04
Verona (lots 6-30)	117	Estate SF B	2,305.11	2,104.75	4,409.86	14,518.59
Bellezza	112	Villa B	849.25	2,104.75	2,953.99	5,348.93
Porta Vecchio (Bldgs 13,14)	113	Coach	606.61	2,104.75	2,711.35	3,820.68
Fiscal year 2022-2023 Assessments:		Manor SF A	\$ 1,941.14	\$ 1,053.55	\$ 2,994.69	\$ 13,436.75
		Manor SF B	2,183.79	1,053.55	3,237.34	15,116.39
		Manor SF C	1,819.82	1,053.55	2,873.37	12,597.02
		Estate SF A	1,819.82	1,053.55	2,873.37	12,597.02
		Estate SF B	2,305.11	1,053.55	3,358.66	15,956.23
		Villa A	1,136.16	1,053.55	2,189.71	7,864.62
		Villa B	849.25	1,053.55	1,902.80	5,878.59
		Coach	606.61	1,053.55	1,660.16	4,199.01

**Mediterra
Community Development District
FY 2022-2023 Final Assessments**

Collier County "South" 2013 Series Bond Issue (Phase III) - REFINANCED 2003 Bonds

**Collier County
10 years remaining**

Phase III Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2023-2024 tax payment
Lucarno	125	Villa C	\$ 1,376.21	\$ 2,104.75	\$ 3,480.96	\$ 9,874.48
Lucarno	126	Villa C	1,376.21	2,104.75	3,480.96	9,874.48
Felicita	127	SF - 90	2,752.41	2,104.75	4,857.16	19,748.95
Cellini	128	SF - 90	2,752.41	2,104.75	4,857.16	19,748.95
Celebrita	129	SF - 90	2,752.41	2,104.75	4,857.16	19,748.95
Buonasera	130	SF - 90	2,752.41	2,104.75	4,857.16	19,748.95
Cabreo	131	Villa C	1,376.21	2,104.75	3,480.96	9,874.48
Caminetto	121	SF - 90	2,752.41	2,104.75	4,857.16	19,748.95
Fiscal year 2022-2023 Assessments:		SF - 90	\$ 2,752.41	\$ 1,053.55	\$ 3,805.96	\$ 21,255.23
		Villa C	1,376.21	1,053.55	2,429.76	10,627.62

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

7

RESOLUTION 2023-06

A RESOLUTION OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Mediterra Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Collier and Lee Counties, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District’s Board shall be held during Fiscal Year 2023/2024 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING REQUIREMENT. In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Collier County, Lee County, the City of Bonita Springs and the Florida Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 17th day of May, 2023.

Attest:

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 18, 2023	Regular Meeting	9:00 AM
November 15, 2023	Regular Meeting	9:00 AM
December 6, 2023*	Regular Meeting	9:00 AM
January 17, 2024	Regular Meeting	9:00 AM
February 21, 2024	Regular Meeting	9:00 AM
March 20, 2024	Regular Meeting	9:00 AM
April 17, 2024	Regular Meeting	9:00 AM
May 15, 2024	Regular Meeting	9:00 AM
June 12, 2024*	Regular Meeting	9:00 AM
August 21, 2024	Public Hearing & Regular Meeting	9:00 AM

***Exception**

December meeting date is two weeks earlier to accommodate the holidays

June meeting date is one week earlier to accommodate the Martin Luther King holiday

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2023**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2023**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Operating	\$ 2,327	\$ -	\$ -	\$ 2,327
Investments				
BB&T - CDARS	1,497	-	-	1,497
Series 2013				
Revenue	1,241,878	435,789	-	1,677,667
Reserve	-	75,000	-	75,000
Series 2017 Note				
Reserve*	10,000	-	-	10,000
Series 2022				
Principal	-	-	3	3
Interest	-	-	493	493
Prepayment	-	-	891	891
Revenue	-	-	879,070	879,070
Due from general fund	-	-	16,601	16,601
Electric deposit	2,347	-	-	2,347
Total assets	<u>\$ 1,258,049</u>	<u>\$ 510,789</u>	<u>\$ 897,058</u>	<u>\$ 2,665,896</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Due to debt service - series 2022	16,601	-	-	16,601
Total liabilities	<u>16,601</u>	<u>-</u>	<u>-</u>	<u>16,601</u>
Fund Balances				
Restricted for:				
Debt service	-	510,789	897,058	1,407,847
Assigned				
3 months working capital	236,254	-	-	236,254
Future fire mitigation clean-up	80,000	-	-	80,000
Unassigned	925,194	-	-	925,194
Total fund balances	<u>1,241,448</u>	<u>510,789</u>	<u>897,058</u>	<u>2,649,295</u>
Total liabilities and fund balances	<u>\$ 1,258,049</u>	<u>\$ 510,789</u>	<u>\$ 897,058</u>	<u>\$ 2,665,896</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 MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 15,584	\$ 1,059,929	\$ 1,107,013	96%
Interest and miscellaneous	11	54	-	N/A
Total revenues	<u>15,595</u>	<u>1,059,983</u>	<u>1,107,013</u>	96%
EXPENDITURES				
Administrative				
Supervisors	1,722	5,813	9,900	59%
Management	4,164	24,987	49,973	50%
Accounting	1,392	8,350	16,700	50%
Audit	-	-	10,000	0%
Legal	1,385	3,703	10,000	37%
Field management	1,275	7,650	15,300	50%
Engineering	5,082	22,371	50,000	45%
Engineering-nature trail	3,378	26,842	169,480	16%
Trustee	-	-	10,000	0%
Dissemination agent	333	2,000	4,000	50%
Arbitrage rebate calculation	-	-	1,500	0%
Assessment roll preparation	417	2,500	5,000	50%
Postage	18	848	1,000	85%
Insurance	-	11,900	12,400	96%
Legal advertising	285	1,293	4,000	32%
Contingencies	92	602	2,500	24%
Annual district filing fee	-	175	175	100%
Website	-	705	705	100%
ADA website compliance	-	210	210	100%
Total administrative	<u>19,543</u>	<u>119,949</u>	<u>372,843</u>	32%
Water management				
Contractual services	18,508	116,489	240,000	49%
Aquascaping/cutbacks/pipe cleanout	-	26,439	100,000	26%
Conservation area fire mitigation clean up	-	-	80,000	0%
Lake bank erosion repairs	-	360	75,000	0%
Electricity	-	13,924	33,000	42%
Future aeration replacement	1,618	6,654	15,000	44%
Total water management	<u>20,126</u>	<u>163,866</u>	<u>543,000</u>	30%
Other fees & charges				
Property appraiser & tax collector	-	16,835	29,173	58%
Total other fees & charges	<u>-</u>	<u>16,835</u>	<u>29,173</u>	58%
Total expenditures	<u>39,669</u>	<u>300,650</u>	<u>945,016</u>	32%
Excess/(deficiency) of revenues over/(under) expenditures	(24,074)	759,333	161,998	
Fund balances - beginning	1,265,522	482,115	436,428	
Fund balance - ending (projected)				
Assigned				
3 months working capital	236,254	236,254	236,254	
Future fire mitigation clean-up	80,000	80,000	80,000	
Unassigned	925,194	925,194	282,172	
Fund balances - ending	<u>\$ 1,241,448</u>	<u>\$ 1,241,448</u>	<u>\$ 598,426</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 MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ -	\$ 302,255	\$ 315,756	96%
Interest	1,541	5,500	-	N/A
Total revenues	<u>1,541</u>	<u>307,755</u>	<u>315,756</u>	97%
EXPENDITURES				
Debt service				
Principal	-	-	170,000	0%
Interest	-	66,218	132,438	50%
Total debt service	<u>-</u>	<u>66,218</u>	<u>302,438</u>	22%
Other fees & charges				
Property appraiser & tax collector	-	6,661	11,512	58%
Total other fees & charges	<u>-</u>	<u>6,661</u>	<u>11,512</u>	58%
Total expenditures	<u>-</u>	<u>72,879</u>	<u>313,950</u>	23%
Excess/(deficiency) of revenues over/(under) expenditures	1,541	234,876	1,806	
Fund balances - beginning	509,248	275,913	268,603	
Fund balances - ending	<u>\$ 510,789</u>	<u>\$ 510,789</u>	<u>\$ 270,409</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 MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 16,601	\$ 792,764	\$ 827,957	96%
Interest	2,444	6,365	-	N/A
Total revenues	<u>19,045</u>	<u>799,129</u>	<u>827,957</u>	97%
EXPENDITURES				
Debt service				
Principal	-	-	679,000	0%
Interest	-	69,482	138,964	50%
Cost of issuance	-	105,795	-	N/A
Total debt service	<u>-</u>	<u>175,277</u>	<u>817,964</u>	21%
Other fees & charges				
Property appraiser & tax collector	-	10,136	17,150	59%
Total other fees & charges	<u>-</u>	<u>10,136</u>	<u>17,150</u>	59%
Total expenditures	<u>-</u>	<u>185,413</u>	<u>835,114</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	19,045	613,716	(7,157)	
Fund balances - beginning	878,013	283,342	671,058	
Fund balances - ending	<u>\$ 897,058</u>	<u>\$ 897,058</u>	<u>\$ 663,901</u>	

Mediterra CDD

2023 Operations Financial Impact Analysis

5.11.23

<u>Operations Account</u>	<u>Budget</u> <u>FY 2023</u>	<u>Encumbered</u> <u>FY 2023</u>	<u>Variance</u> <u>FY 2023</u>	<u>Notes</u>
Contractual Services	\$ 240,000	\$ 230,543	\$ 9,457	L. & W. Contract, Lake 52 Bacteria Sock treatment & Cane Toad Removal and cut/drop tree at C-21
Aqua/cut backs/pipe cleanout	\$ 100,000	\$ 111,754	\$ (11,754)	Pipe Inspections and repairs to OS-OAK3 & OS-OAK2, OS-COCO1, 10A & HOA Inspections
Conservation area fire mitigation	\$ 80,000	\$ -	\$ 80,000	
Lake Bank - Erosion Repairs	\$ 75,000	\$ 53,178	\$ 21,822	Lake 6 and Lake 13 (lake 13 increase of \$2,375.00)
Electricity	\$ 33,000	\$ 13,924	\$ 19,076	through March 31st
Aeration Repairs	\$ 15,000	\$ 34,041	\$ (19,041)	Also Includes GFCI & (25) Fire balls Installations
Cap Outlay FCB Loan	\$ -	\$ -	\$ -	
	\$ 543,000	\$ 443,440	\$ 99,560	

\$ 19,560 This balance is net of the \$80K reserved for fire mitigation program

Surplus Fund Balance Year Ending 9/30/22 - \$228,882.00

Mediterra Breakdown May 11, 2023

Summary:

Water Management/Contract Services:

Contract Services Lake & Wetland	\$195,000.00 (expires 1/31/24)
Cane Toad Removal Project	\$ 19,650.00
Water Testing	\$ 10,220.00
Lake 52 bacteria applications	\$ 5,673.00

Aqua/cutbacks/pipe cleanout:

Annual Pipe Cleanout Project	\$8,8000.00 (inspection & to include ROV of outfall structures) \$6,500.00 (inspections of HOA/Other owned pipes) \$53,560.00 (Pipe Cleanout) \$20,180.00 (Pipe Cleanout between Lakes 121 & 122)
Pipe Repairs	\$16,550.00 (10-A, OS-OAK 2 & OS-OAK 3)
Littoral Plantings Project	\$ 4,089.00
Vegetation Trim Back	\$ 2,075.00

Lake Bank Erosion Repairs:

Bank Restoration	\$53,178.00 (Lake 6 and (Lake 13 – increase of \$2,375.00)
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<u>Aeration Repairs:</u>	\$34,041.00
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Note: Lake 52 bacteria applications (Bio-Zyme Eco Socks) is a combination of beneficial aerobic bacteria, enzymes, and other microbial or natural nutrient binding and limiting products as required for the proper maintenance of the pond. Approved by the Board February 20, 2019 in an effort to minimize growth of algae.

Note: Bank Restoration of Lake 13 (\$11,875.00 + \$2,375.00) and will be completed: June 12th thru July 14th or August 28th thru September 22nd. Bank Restoration of Lake 6 (\$38,568.00) schedule date not yet received. \$360.00 for sign installation at Lake 6.

Note: Littoral Planting projects for Lakes 42, 43 and 27/28 – Total Cost \$4,089.00 is reflected in the November financials.

Note: Aeration Repairs to include \$6,350.00 for GFCI Breaker install as well as \$2,375.00 Elide Fire Ball Purchase (25 Total). Vegetation Trim back @ compressor boxes adjacent to conservations.

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT
MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on April 19, 2023 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
Kenneth Tarr	Vice Chair
Mary Wheeler	Assistant Secretary
John Henry	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
Bill Bowden	MCA General Manager
Tammy Campbell (via telephone)	McDimit Davis
Julia Babair (via telephone)	Priority Marketing
Keith Gallaber	Resident
Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:03 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes)

There were no public comments at this time.

THIRD ORDER OF BUSINESS

Chairman's Comments

Mr. Greenberg acknowledged that finances are a concern considering the economy. He voiced his opinion that the expense to homeowners to build the kind of nature trail that will endure as a positive for the future of the CDD and give Mediterra a competitive edge over a lot

43 of other communities basically equates to what one might spend on several cases of fine wine
44 or international travel. He encouraged the other Supervisors not to be afraid to do something
45 bold and proceed with the nature trail project and build the complete trail from the Play Park to
46 Parque Celestial.

47 Mr. Greenberg opened public comments.

48 Resident Keith Gallaber asked for the total cost of the project. Mr. Greenberg stated it
49 will depend on what is decided, which will be discussed later in the meeting.

50

51 **FOURTH ORDER OF BUSINESS**

**Continued Discussion: Nature Trail and
Board Walk**

52

53
54 Mr. Greenberg stated based on the consensus at the last meeting about engaging
55 further with the community about the nature trail, he spoke to Mr. Bowden and Mr. Adams
56 about engaging a marketing vendor to prepare sign boards for placement at The Club and the
57 Sports Club and to survey residents about what they want. The Club and the MCA agreed to
58 display sign boards. He introduced Ms. Julia Babair, of Priority Marketing. She has worked with
59 the MCA and has some knowledge of Mediterra, she is probably a fairly good consultant for this
60 marketing situation.

61 **A. Consideration of Priority Marketing of Southwest Florida, Inc.**

62 • **Resident Survey Proposal**

63 Ms. Babair presented a proposal for professional services, which outlines the scope of
64 the marketing plan, as follows:

- 65 ➤ Develop a survey of up to 10 questions to gauge resident support of the project.
- 66 ➤ Develop a communication strategy to educate residents; provide a one-page handout
67 describing the project as it begins and throughout the progress of it, which can be posted on
68 the CDD website.
- 69 ➤ Design a poster for placement in The Club’s lobby describing and illustrating the nature
70 boardwalk project.
- 71 ➤ Create and send monthly e-blast updates to residents about the project’s progress and
72 communicate resident/homeowner frequently asked questions.
- 73 ➤ Attend CDD meetings regularly.

74 Mr. Henry stated that he supports a marketing effort to explain what the Board is
75 considering but not approving it in advance. He thinks the one-time development and

76 maintenance costs should be included in the handout and that the project should only proceed
77 if results show there is a substantial level of support from the community; in light of the
78 significant cost associated with it.

79 Mr. Tarr stated Mr. Henry summed up most of his concerns. He agreed with the need to
80 educate residents in a professional way and expressed his opinion that the retainer costs need
81 to be refined since the CDD does not hold 12 meetings a year.

82 Ms. Gartland agreed with Mr. Henry's and Mr. Tarr's comments. She thinks that a survey
83 is needed and the handout should include several different options. In her opinion, it is a great
84 idea but unless the community supports it, the CDD should not proceed with the project.

85 Ms. Wheeler agreed with the other Board Members' comments.

86 Mr. Greenberg stated the consensus of the Board is to proceed with the survey. He
87 suggested the Board agree on what it wants to do and then let the community weigh in. Plan A
88 is a 1,500' trail and Plan B is a trail from the Play Park to Parque Celestial. In his opinion, if the
89 community favors Plan A, the Board could decide to complete the rest of the project in five
90 years. Mr. Tilton advised that Plan B consists of 6,000' to 8,000' depending on the exact route.

91 Mr. Henry feels that asking the community to approve a 7,000' trail is premature and ill-
92 advised. In his opinion, information should be provided after considering the level of utilization
93 of a 1,500' trail and all costs involved to determine if the first phase is a success and the Board
94 should also consider other things such as a potential hurricane and the cost to insure it.

95 Mr. Tarr commented that a 7,000' nature trail might not be for everyone.

96 Based on his over 25 years of experience at Pelican Bay, Mr. Bowden recommended the
97 Board consider a "no bikes" on the trail policy as it could be unsafe. He discussed not using pine
98 board, which lasts five to seven years and another five to seven years when flipped over to the
99 other side, but IPE wood decking material. He does not recommend using plastic material. He
100 strongly recommends IPE wood decking as it lasts much longer. It is significantly more costly,
101 but cost-effective over time.

102 Mr. Greenberg stated the consensus of the Board is to not allow bikes and to let the
103 MCA Board decide the rules of use, once it is managed by the MCA. He asked Mr. Tilton to
104 obtain a quote for IPE wood decking.

105 Ms. Wheeler asked what type of wood IPE is. Mr. Tilton stated it is dense wood from a
106 natural tree harvested in South America. It has a heavy oil content that needs no treatment and

107 has a 50 to 75-year expected life span. Mr. Greenberg asked Mr. Tilton to obtain the costs for
108 the other types of materials.

109 Mr. Henry asked for the percentage premium over base pine material. Mr. Tilton stated
110 the material cost is at least three times the cost of pine. It was noted that the Audubon Society
111 supports use of IPE wood because they do not cut down the Amazon rain forest and fewer pine
112 trees are killed. IPE is known as the best type of wood for long lasting structures; it does not
113 require pressure cleaning or expensive treatments. IPE wood comes in three colors.

114 Ms. Gartland did not want to delay the project and noted that the Board has a difficult
115 balancing act in how much to spend to find out what homeowners want before even thinking
116 about how much to spend to market it. Mr. Greenberg stated the CDD can do its own
117 marketing. He asked for Ms. Gartland's help writing a letter to the community.

118 Mr. Greenberg and Mr. Tilton reviewed the Phase 1 and Phase 2 areas on the map. If
119 the plan is to do Phase 2, the mitigation should be bought now.

120 Mr. Tarr voiced his opinion that the trail should be only 1,000' into the preserve.

121 Mr. Henry believes changing the timing should be considered before conducting a
122 survey. The Board should consider all aspects of the project, such as what to convey, costs and
123 how to phase it. In his opinion, funds should not be put in the budget and instead do it next
124 year.

125 The Board consensus is to conduct the survey, create a handout and for Mr. Tilton to
126 update the cost figures and for the Marketing Consultant to prepare the survey.

127 • **Professional Services Agreement**

128

129 **On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with Ms. Gartland,**
130 **Ms. Wheeler, Mr. Tarr and Mr. Greenberg in favor and Mr. Henry dissenting,**
131 **the Priority Marketing of Southwest Florida, Inc., proposal to prepare a one-**
132 **page handout for a fixed price of \$2,500 and prepare a resident survey for a**
133 **fixed price basis of \$1,800, as set forth, for a total not-to-exceed amount of**
134 **\$4,300, and authorizing District Counsel to amend the contract to include all**
135 **pieces, only authorizing Task 1 and Task 2 that the Board approved, and leaving**
136 **the remainder in as options to be done upon notification from the Board, was**
137 **approved. [Motion passed 4-1]**

138

139

140 Mr. Greenberg stated Phase 1 will be for solicitation purposes.

141 Mr. Tarr proposed completing Phase 1 and a "mini" phase as a second option.

142 Mr. Henry voiced his opinion that making a decision without knowing the cost is
 143 insanity.

144 Mr. Greenberg stated the Boards need to look to the future and consider that the age of
 145 the community is going down and recreational tastes are changing. He noted that some
 146 decisions are based on cost and governmental entities typically decide what the best policies
 147 are for their constituents and then cost it out and tax them.

148 Mr. Tarr suggested the trail be 1,500'. Mr. Tilton reviewed the location of a 1,500' trail
 149 on the map and an extra 600'. Ms. Gartland agreed with Mr. Tarr and suggested paying all
 150 mitigation costs now in case the decision is to go to Celestial Park.

151 Mr. Greenberg suggested Mr. Tilton prepare a slide to the "T" and to the circle and price
 152 both options.

153 **B. Consideration of Change Order No. 1**

154 Regarding costs spent to date, Mr. Tilton presented Change Order No. 1 for \$19,450. It
 155 consists of scope language changes to cover renderings and services never anticipated.

156 Regarding available funds, Mr. Adams reviewed the Unaudited Financial Statements
 157 showing \$137,290 of the \$169,3480 budget spent. He discussed repurposing funds the budget.

158

159 **On MOTION by Ms. Wheeler and seconded by Ms. Gartland, with all in favor,**
 160 **Johnson Engineering, Inc., Change Order No. 1, for a \$19,450 increase to the**
 161 **overall contract price, as presented, was approved.**

162

163

164 Mr. Greenberg will prepare an e-blast to the homeowners. The e-blast will include a
 165 map. Mr. Adams confirmed that the map will be redefined to show Phase 1 is the horseshoe
 166 and Phase 2 it out to the circle, along with suggestions from the Board Members.

167 **C. Update: Cost Estimate Phase 1**

168 **D. Update: Cost Estimate Phase 2**

169 In response to a question, Mr. Tilton stated his personal preference is for the north
 170 property due to the marsh structure. He will remove the bicyclist from the rendering.

171

172 **FIFTH ORDER OF BUSINESS**

**Presentation of Mediterra Community
 Development District's Audited Annual
 Financial Report for the Fiscal Year Ended
 September 30, 2022, Prepared by
 McDirmitt Davis**

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Mr. Tarr did not recall ever receiving draft audits. Audits given to the Board were always completed. Mr. Adams stated the required legal letter is substantially complete. Ms. Campbell will discuss the status of other minor items that will be included in the final audit versus the draft, along with any changes that are typically made in the meeting. Mr. Greenberg proposed Ms. Campbell address issues first and respond to Board Member questions.

Mr. Tarr asked how the Board can legally approve a draft. Mr. Adams stated that the Board Members are accepting the third-party audit as the final report, which will be emailed to the Board, unless there are material changes.

Ms. Campbell stated this is a clean audit opinion and there are no management comments.

Mr. Henry referred to the last sentence of Paragraph 1, on Page 21, and asked for “will be used” to be changed to “were used”. Mr. Greenberg concurred.

Mr. Tarr asked why the section on Page 22, Note 6 is highlighted. Ms. Campbell stated she is confirming the information. Mr. Adams recalled receiving confirmation from the Controller that the information is correct. Ms. Campbell stated highlighted items throughout the audit are open items that she is waiting for confirmation on; they are neither material or significant.

Mr. Tarr referred to Item b on Page 24 and asked for the names of the three independent contractors. Mr. Greenberg stated they are the District Manager, District Engineer and District Counsel. Ms. Campbell stated these are typically 1099 vendors.

Mr. Henry asked for the 2021/2023 Original issue discount amount on Page 21 to be reflected on Page 5.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022.

On MOTION by Mr. Henry and seconded by Mr. Tarr, with all in favor, Resolution 2023-04, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022, was adopted.

212 SEVENTH ORDER OF BUSINESS

Discussion/Consideration of MRI
213 Inspection, LLC, Estimate #3998 for Non
214 CDD Pipe Inspections
215

216 ▪ Summary and Estimate #4055 to Clean Stormwater Structures

217 This item was an addition to the agenda.

218 Mrs. Adams distributed and reviewed MRI Estimate #3910 to clean a CDD pipe in Medici
219 originally thought to belong to the Mediterra HOA.

220 Mr. Tarr stated he is struggling with approving the cost to clean the non-CDD’s pipe,
221 which had not been cleaned for several years. He asked if budget funds are available. Mrs.
222 Adams stated \$53,000 is in the budget, but she plans on asking for additional funds. Mr. Tarr
223 felt that it is a good idea but questioned if the CDD is prepared, if suddenly more pipes need to
224 be cleaned. He does not want the CDD to take responsibility for repairing pipes and drainage
225 structures the CDD does not own.

226 Discussion ensued regarding the suggestion to inspect non-CDD pipes, deferring repairs
227 to the Fiscal Year 2024 budget, informing the Mediterra HOA and incorporated neighborhoods
228 that they need to have the pipes cleaned and the impact on assessments, specifically what the
229 cost will be for each homeowner.

230

231 **On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor,**
232 **M.R.I. Inspection LLC, Estimate #3998 for Non CDD Pipe Inspections, in the**
233 **amount of \$6,500, was approved.**

234

235

236 Mr. Greenberg noted language in the proposal related to “having to dump material off
237 site” has a hidden potential cost. Ms. Wheeler asked why the pipes were not cleaned. Mr.
238 Greenberg stated they were marked incorrectly on the map.

239

240 **On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with all in favor, M.R.I.**
241 **Inspection LLC, Estimate #4054 to clean the CDD pipes from Bello Lago to the**
242 **Medici storm water ponds, in the amount of \$20,180, was approved.**

243

244

245 EIGHTH ORDER OF BUSINESS

Discussion: Palm Removal Process and
246 Pond Bank Maintenance

247

248

• Maintenance of Water Management Areas Detailed Specifications

249 Mr. Henry discussed his conversation with Mrs. Adams regarding why fully matured
 250 trees at Lake 70 were cut down instead of trimmed. In his opinion, the trees never interfered
 251 with the lake and were attractive but now his view is compromised. Other residents
 252 complained that they can see the electrical boxes. He believes considerations of this type
 253 should be presented to the Board first. The explanation in the agenda indicates it will be the
 254 process going forward.

255 Mrs. Adams explained that Mr. Willis instructed the vendor to remove the seeded
 256 Cabbage palms that were above the high-water mark within the lake bank before they got out
 257 of control and damaged the lake bank. She agreed removal needs to be discussed on a case-by-
 258 case basis for areas directly behind a residence on a lake bank. Trees along a conservation area
 259 did not need to be removed.

260 Ms. Gartland asked if just the seed pods could have been cut off. Mrs. Adams stated no
 261 because the trees seed and start to grow in areas they should not be in. Mr. Willis noted the
 262 contract is limited to just maintaining the lake bank easement. This is an ongoing maintenance
 263 issue. The vendor should have contacted him about fully mature trees.

264 The Board consensus was to approve Mr. Willis' write up of the new Tree Removal
 265 Policy and for Staff to add littorals this year to hide the stumps.

266

267 **NINTH ORDER OF BUSINESS**

Update: Preserve Fire Reduction Program

268

269 • **Consideration of Award of Contract for Castellano Way West Side Clean Up**

270 Mrs. Adams noted this information was emailed to the Board before the meeting. Mr.
 271 Tilton distributed and reviewed the price chart outlining the areas for Castellano Way and
 272 responded to questions about RMZ Areas 10, 11 and 12.

273 The consensus was to not complete all the work and add this to the three-year rotation
 274 and to the Fiscal Year 2024 budget.

275 This item was tabled.

276 **The meeting recessed at 10:49 a.m. and reconvened at 10:54 a.m.**

277 Mr. Adams took roll call and confirmed all Supervisors were present.

278

279 **TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05,
 Approving Proposed Budgets for Fiscal
 Year 2023/2024 and Setting a Public**

280

281

Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

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Mr. Greenberg directed Mr. Adams to add a new line item under Water Management titled “Right-of-Way Fuel Load Reduction” for \$129,000, which represents the amount of the low bid discussed earlier for RMZ. Mr. Adams discussed making additional adjustments to split the engineering fees for the nature trail and capital outlay.

Mr. Greenberg stated the goal is to have a \$150,000 minimum in unassigned fund balance. The Board conceded to increase the amount to \$200,000, increase the “electricity” budget to \$35,000 and increase “postage” another \$500.

Mr. Adams noted that increases to insurance and audit budget items will be provided at the next meeting.

Board Members commented on the possibility that the Fiscal Year 2024 assessments increase will be twice the Fiscal Year 2023 amount.

Resolution 2023-05 was deferred.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2023

Mr. Tarr asked if any revenue collections are not reflected. Mr. Adams replied no and confirmed that the CDD received the \$10,000 on the Series 2017 Note Reserve.

The financials were accepted.

TWELFTH ORDER OF BUSINESS

Approval of March 15, 2023 Regular Meeting Minutes

Mr. Greenberg stated he emailed his edits to Staff and hoped everyone else did the same. Ms. Wheeler stated her edit on Lines 199 to 200 were emailed to Management.

The following additional changes were made:

Line 219: Delete: Mr. Henry agreed.

Line 314: Delete entire first sentence

317
318

On MOTION by Mr. Tarr and seconded by Mr. Henry, with all in favor, the March 15, 2023 Regular Meeting Minutes, as amended, were approved.

319
320

321 **THIRTEENTH ORDER OF BUSINESS**

Staff Reports

322

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

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

325 There were no District Engineer or District Counsel reports.

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

327 • **NEXT MEETING DATE: May 17, 2023 at 9:00 A.M.**

328 ○ **QUORUM CHECK**

329 Supervisors Wheeler, Henry, Greenberg and Gartland confirmed their attendance at the
330 May 17, 2023 meeting. Mr. Tarr was unsure at this time.

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

332 • **Key Activity Dates Report**

333 Mrs. Adams reported the following:

334 ➤ The fireball installation project was completed. 50 additional fireballs need to be
335 purchased if the Board wants them in every compressor box. The total cost including
336 installation is \$5,820.

337 ➤ The vendor identified hurricane debris in 43 lakes. The cost for debris removal is \$6,000.
338 This work is beyond their regular scope of work.

339 Ms. Gartland stated she emailed photographs to Mrs. Adams of a large tree branch that
340 has been in the lake for months. In her opinion, it shows that the contractor is not doing their
341 job. Mrs. Adams will inform the contractor of this and have them remove it at no charge.

342 ➤ The cost is \$2,075 for the aeration box vegetation trimming adjacent to the
343 conservation areas.

344 Mr. Greenberg asked District Staff to add the fireball costs to the Fiscal Year 2024
345 budget and proceed with the aeration box trimming in Fiscal Year 2023. He will prepare a letter
346 about the CDD's upcoming projects to e-blast to residents.

347 ➤ The Limited Development Order (LDO) from the County for the Lake 6 riprap project is
348 expected in May.

349 ➤ The GFCI breaker retrofit project is scheduled to be completed by the end of the month.

350

351 **FOURTEENTH ORDER OF BUSINESS** **Action/Agenda or Completed Items**

352

353 This item was deferred due to time constraints.

354

355 **FIFTEENTH ORDER OF BUSINESS** **Old Business**

356

357 • **Continued Discussion: Lake Fountains**

358 **A. Fountain Locations**

359 The Board agreed with Mr. Greenberg’s suggestion to direct Mrs. Adams to work with
 360 the MCA and HOA to determine who owns and maintains the License Agreements and for Ms.
 361 Willson to work with either one to have them executed.

362 **B. MCA License Agreement [Lakes 75 and 76]**

363 **C. London Bay License Agreement [Lake 37 and 29051 Marcello Way]**

364 Sample License Agreements were included for informational purposes.

365 This will remain as an Old Business Agenda Item.

366

367 **SIXTEENTH ORDER OF BUSINESS** **Supervisors’ Requests**

368

369 Ms. Gartland asked if meetings will be held during the summer. Mr. Greenberg stated
 370 meetings are scheduled for June and August but he might consider holding a workshop in July
 371 to work on the nature trail.

372 Mr. Tarr reported that the Medici HOA engaged Cintron to remove a Queen palm with
 373 Ganoderma on the Lake 22 lake bank behind his neighbor’s residence and some dead grass
 374 plants behind his house. Cintron Landscaping will restore the lake bank with Floratam grass. He
 375 announced his new position as Vice President/Treasurer of the Medici HOA.

376

377 **SEVENTEENTH ORDER OF BUSINESS** **Public Comments (3 minutes)**

378

379 There were no public comments.

380

381 **EIGHTEENTH ORDER OF BUSINESS** **Adjournment**

382

383

384 **On MOTION by Mr. Henry and seconded by Mr. Tarr, with all in favor, the**
 385 **meeting adjourned at 11:26 a.m.**

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392 _____
Secretary/Assistant Secretary

_____ Chair/Vice Chair

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

C

WRATHELL, HUNT & ASSOCIATES LLC.

2300 GLADES RD, #410W
BOCA RATON FL 33431

Lee County FL – Community Development Districts

04/15/2023

NAME OF COMMUNITY DEVELOPMENT DISTRICT	NUMBER OF REGISTERED VOTERS AS OF 04/15/2023
Babcock Ranch	0
Bay Creek	790
Bayside Improvement	3,043
Beach Road Golf Estates	1,302
Brooks I of Bonita Springs	2,240
Brooks II of Bonita Springs	1,516
Coral Bay	0
East Bonita Beach	485
Mediterra	451
Parklands Lee	565
Parklands West	599
River Hall	2,433
River Ridge	1,482
Savanna Lakes	0
Stonewater	76
Stoneybrook	1,776
University Square	0
University Village	0
Verandah East	917
Verandah West	977
Waterford Landing	1,529
WildBlue	721

Send to: Daphne Gillyard gillyardd@whhassociates.com Phone: 561-571-0010

Tammy Lipa – Voice: 239-533-6329
Email: tlipa@lee.vote

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* CANCELED	Regular Meeting	9:00 AM
January 18, 2023	Regular Meeting	9:00 AM
February 14, 2023	Workshop Field Trip to Potential Hiking Path	1:30 PM
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**

**STAFF
REPORTS
D**

MEDITERRA CDD

Key Activity Dates

Updated: May 2023

Highlighted boxes indicate current and upcoming projects within 60 days

Description	Reference	Submit To	Due Date	Date
Cane Toad Removal	SOP	N/A	The Cane Toad & Tadpole removal project is scheduled to commence in February. 2 night visits per month (February through November). Program will include 18 visits.	2/23 thru 11/2023
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 January 2024.	10/2023 & Agenda item 1/2024
Elide Fire Extinguishing 4" Ball (Standard Bracket) Phase I Project	SOP	N/A	Elide Fire USA Extinguishing Ball and comes with a three year warranty. All Aeration Boxes with this equipment will be reviewed and fire balls replaced every three years. Current Cost \$95.00 each.	2/2023 install 1/2026 expires
Elide Fire Extinguishing 4" Ball (Standard Bracket) Phase II Project	SOP	N/A	As discussed/approved at the April Board meeting, (50) Elide Fire Ball's to be purchased and installed under the 2023/24 Budget: Cost: Supply \$4,750 + Install \$1,070 = \$5,820.00.	Date to be determined
Annual Financial Report April Agenda Item	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 April Agenda Item	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, 2023	11/30/2023
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.	12/3/2023
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/Outfall Structures 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%. This is to include annual ROV inspections of all outfall structures.	1/17/2023 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 June 12 & July 14th or August 28th thru September 22nd. Project should take one week to complete.	June & July 2023 or August & September 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.	6/1/2023
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 3, 2022 and will continue every three years. Castellano Way Area RMZ-11 of \$14,200.00 to be added to the 3 year rotation project and added to the Fiscal Year 2023/24 Budget	1/1/2025
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 & Villorosi	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	Villorosi	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	Remove "Completed" items 6 months or older from Action List & move to Archive List.	Admin Staff	X		
2	01.16.19	ACTION	Take annual sediment samples only at outfall lakes w/ muck & Lake 35 at same time & reduce water quality samples to once in July except Lake 55 adding Sept., only if issues. Staff: Provide year-over-year nitrogen & phosphorous tables. 01.18.23 Per Mr. Tilton: Being completed February to May.	Mr. Tilton	X		
3	03.03.21	ACTION	Board: Include Mrs. Adams/Mr. Willis/Mr. Greenberg in email requests to Mgt. Mrs. Adams: Respond to requests indicating person who will give info. Mr. Willis: Track all requests.	Mrs. Adams Mr. Willis	X		
4	03.03.21	ACTION	Email mtg agenda to Chair 3 days before sending to BOS.	Admin Staff	X		
5	03.03.21	ACTION	Review CDD website for accuracy & notify MCA GM of cancelled meetings/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 & upload record of proceedings. 11.16.22 Check status & provide update at next meeting.	Webmaster	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	04.20.22	BOTH	Have MRI revise/update Inspection Rpts to include ROV of outfall structures. 05.18.22 Done but keep as action item.	Mrs. Adams	X		
10	11.16.22	ACTION	SOLitude: Add implementing fire break around each box & provide photo showing when completed. 01.18.23 Solitude: Give quote to clear foliage around aeration compressor equip.	Mrs. Adams SOLitude	X		
11	11.16.22	ACTION	Include Mr. Greenberg in email chain if fire incident happens so he can alert the Board.	Mr. Bowden	X		
12	1.18.23	ACTION	Install GFCI Breakers on aeration boxes. Solitude quote approved and waiting for schedule to complete. In progress.	Mrs. Adams	X		
13	1.18.23	ACTION	Remove "2017 Note" & footnote Unaudited Financials.	Mr. Adams	X		
14	01.18.23	BOTH	Change "Future aeration replacement" on p.2 of Unaudited Financials to "Aeration systems repair and replacement" 2.15.23 : Budget amendment required- on April Agenda.	Mr. Adams	X		

MEDITERRA CDD

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15	01.18.23	BOTH	Remind Auditors of April audit deadline. Audit to be an April agenda item. 04.19.23 The Final Report will be updated and emailed to the Board, unless there are material changes.	CDD Staff	X		
16	01.18.23	BOTH	Include draft Fiscal Year 2024 Budget as April agenda item. 04.19.23 Add new budget line items and update existing budget lines items to the proposed budget as discussed and present Resolution 2023-05 to set the Public Hearing at the next meeting.	CDD Staff	X		
17	02.15.23	BOTH	Request bids to clear Castellano Way from Cintron, EarthBalance and Premier pertaining to fire reduction.	Mr. Tilton	X		
18	02.15.23	BOTH	Provide proposal for Nature Trail and Board Walk renderings. 03.15.23/04.19.23 Update renderings and slide, costs and for trail, provide proposal for IPE wood decking and cost recovery for this and other types of materials.	Mr. Tilton	X		
19	02.15.23	ACTION	Define "pole saw" clearing height for clearing 30' around GFCI breaker boxes in conservation area.	Mr. Tilton	X		
20	02.15.23	ACTION	Walking trail in conservation area: Research found no plan or text that shows any passive recreation in the conservation areas. Reattempt when application is completed.	Mr. Tilton	X		
21	03.15.23	ACTION	SOLitude do extra service to remove trash and vegetation and clean around Lakes 73 and 69 behind Cabero. 04.19.23 Inform SOLitude to remove debris at no charge.	Mrs. Adams SOLitude	X		
22	03.15.23	BOTH	Email Mr. Radford map to provide proposal to clean 50% blocked pipe & update change order to Mrs. Adams & proposals to inspect all non-CDD structures except for Medici.	MRI Mr. Tarr	X		
23	03.15.23	BOTH	Prep License Agmts giving CDD control to inspect, clean, maintain & repair all pipes in every community. Prep draft letter to The Club & MCA for Mr. Greenberg's review. Include costs in FY 2024 proposed budget.	Ms. Willson Mrs. Adams	X		
24	03.15.23	BOTH	Obtain cost to install fireballs in compressor boxes outside conservation area. 04.19.23 Added to FY24 budget.	SOLitude Mrs. Adams	X		

MEDITERRA CDD

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1	09.07.22	ACTION	Ms. Willson: Work with Mgmt to create comprehensive list of ads that must run in both Counties and ones to run in only Collier Co. 10.19.22 Mr. Adams to confirm WHA Staff received Ms. Willson email. 11.16.22 Send to Mr. Tarr.	Mr. Adams		X	11.16.22
2	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	11.16.22
3	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	11.16.22
4	10.19.22	BOTH	Ensure chart listing lake number and surrounding neighborhood is included in the back of the agenda package.	CDD Staff		X	11.16.22
5	10.19.22	ACTION	Send her email to Cintron to Board and inform Mr. Cintron of the Board's position regarding payment.	Mrs. Adams		X	11.16.22
6	10.19.22	ACTION	Obtain audio of June 2021 meeting regarding conversation about adjusting penalty rate fee from \$100 to \$500.	Mr. Willis		X	11.16.22
7	10.19.22	ACTION	Submit request to Accounting to cut manual check to Cintron.	Mr. Adams		X	11.16.22
8	10.19.22	ACTION	Work with Mr. Bowden in obtaining an updated MCA and Club drainage map so the CDD can update the GIS map.	Mr. Tarr		X	11.16.22
9	05.18.22	BOTH	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. 1.18.23: County Road Department is responsible for all drainage ditches.	Mrs. Adams		X	01.18.23
10	11.16.22	BOTH	Present formal fire suppression systems presentation.	Mrs. Adams		X	01.18.23
11	11.16.22	ACTION	Research reason assessment revenue is short is because late payment has not been deposited.	Mr. Adams		X	01.18.23
12	11.16.22	ACTION	To provide language about including 45-day payment terms to Mr. Willis to include in future contracts.	Ms. Willson Mr. Willis		X	01.18.23
13	09.07.22	ACTION	Annual Resident Letter: Paragraph about alligators in lake.	Mr. Adams		X	01.18.23

MEDITERRA CDD

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14	11.16.22	ACTION	Email cause of equipment overheating to the Board.	Mrs. Adams		X	01.18.23
15	11.16.22	ACTION	Send Tarr & Gartland, SOLitude Rpt w/ photo of each cabinet.	Mrs. Adams		X	01.18.23
16	11.16.22	ACTION	Send write up about Mr. Tilton to Mr. Bowden for newsletter.	Willis/ Bowden		X	01.18.23
17	11.16.22	ACTION	Tell Club CDD will remove 2 dead conservation area trees.	Mr. Greenberg		X	01.18.23
18	11.16.22	ACTION	Ask London Bay to remove construction debris at Lakes 71 & 72, on the side of control structure 258 and 257.	Mrs. Adams		X	01.18.23
19	11.16.22	ACTION	Give # to the Florida Fish and Wildlife to Ms. Gartland.	Mr. Willis		X	01.18.23
20	11.16.22	ACTION	Provide language about alligators in the stormwater ponds to Mr. Greenberg to include in the annual newsletter.	Ms. Willson		X	01.18.23
21	04.20.22	BOTH	Keep Activities List reminder: Confirm County road work completed & install riser at outfall structure COCO 1. 05.18.22 MRI: Inspect & submit riser proposal. 10.19.22 MRI waiting on correct riser from manufacturer. 01.18.23 : Riser replaced by County but grate missing. Mrs. Adams: Advise when grate will be installed. Landscape restoration might be necessary.	Mrs. Adams		X	02.15.23
22	04.20.22	ACTION	Try convincing SFWMD that walking trail in conservation area is a permitted use in original plan but CDD is just doing it now. 05.18.22 Research records/determine if walking trail was in original plan. 01.18.23 Research found no plan or text that shows any passive recreation in conservation areas.	Mr. Tilton		X	02.15.23
23	05.18.22	BOTH	Walking Trail: Proceed w/ design plan to present at Aug meeting. 09.07.22 Some tasks partially completed. Present revised trail at next meeting. 10.19.22. Present Preliminary Walking Trail Plan, Schedule and Budget at January mtg.	Mr. Tilton		X	02.15.23
24	11.16.22	ACTION	Contact fire agencies to find out sufficient fire break around each box. 01.18.23 Mr. Tilton: Forestry Service suggests 30'.	Mr. Tilton		X	02.15.23
25	11.16.22	BOTH	Perform assessment. Discuss fire prevention plan, whether to do 1/3 at a time & and when to schedule next one. Per Mr. Tilton, Biologist scheduled to do this before Feb 2023 meeting. 02.15.23: Board decided to schedule once every 3 and budget 1/3 every year. Will review again next year.	Mr. Tilton		X	02.15.23

MEDITERRA CDD

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26	1.18.23	ACTION	Cut canna lilies back in areas identified due to cold damage. 02.15.23: Not needed.	Mr. Willis		X	02.15.23
27	1.18.23	ACTION	Have Solitude to identify & cut spike rush to 15' off lake bank.	Mr. Willis		X	02.15.23
28	11.16.22	ACTION	Invite Biologist to next meeting.	Mr. Tilton		X	02.15.23
29	11.16.22	ACTION	Email all publicly available information about the Imperial Basin Study to BOS. Sent to Mr. Adams after Jan 2023 mtg.	Mr. Tilton		X	02.15.23
30	1.18.23	BOTH	Email Nature Trail Powerpoint to BOS. BOS to advise of availability for a Workshop.	Mr. Tilton		X	02.15.23
31	02.15.23	ACTION	Email all Supervisors about how to access their CDD email.	CDD Staff		X	03.15.23
32	02.15.23	BOTH	Provide the square footage to be cleared on Castellano Way and in all other areas by location.	Mr. Tilton		X	03.15.23
33	11.16.22	ACTION	Order & install Fire Extinguishing Balls. Add cost to schedule & add to Key Activity Dates for budgeting.	Mrs. Adams SOLitude		X	03.15.23
34	1.18.23	ACTION	Updated GIS maps to be distributed to Board upon receipt.	Mrs. Adams		X	03.15.23
34	02.15.23	ACTION	Request room from 9am until noon for 3/15/23 meeting.	Mrs. Adams		X	03.15.23
36	02.15.23	ACTION	Check records for Assignment Agrmt for a fountain in Lake 71.	Mrs. Adams		X	03.15.23
37	02.15.23	ACTION	"Key Activities" Highlight events w/in 60 days of completion.	Mrs. Adams		X	03.15.23
38	03.15.23	ACTION	Obtain proposals from past Marketing Consultants.	Mr. Tilton Mr. Adams Mr. Greenberg		X	04.19.23