

MEDITERRA

COMMUNITY DEVELOPMENT DISTRICT

May 15, 2024

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 8, 2024

Board of Supervisors
Mediterra Community Development District

<u>ATTENDEES:</u> 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 15, 2024 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 per speaker*)
3. Chairman's Comments
4. Update: Aquatics Report - *May 2024*
5. Consideration of Resolution 2024-04, Approving Proposed Budgets for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
6. Consideration of Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date
7. Continued Discussion: Responses to RFP for Right-of-Way Fuel Load Reduction
 - A. RFP Package
 - B. Summary of Proposals
8. Discussion: Updates Regarding Lakes, Finances, Fire Suppression and Nature Trail
9. Update: 2023 Annual Sediment Sampling – Pond Health Testing, Analysis and Report
10. Discussion/Update: Water Quality Testing

11. Discussion: Insurance Policy
12. SFWMD Mediterra Phases Two and Three Notice of Inspection ERP No. 11-01761-P (*for informational purposes*)
13. Acceptance of Unaudited Financial Statements as of March 31, 2024
 - 2024 Operations Financial Impact Analysis
 - Breakdown/Summary Report
14. Approval of April 17, 2024 Regular Meeting Minutes
15. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Johnson Engineering, Inc.*
 - Update: Permit Extension – Phase 3 East Stormwater Pond 74
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: June 20, 2024 at 9:00 AM
 - QUORUM CHECK

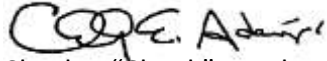
SEAT 1	MARY WHEELER	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	KENNETH TARR	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	JOHN HENRY	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/>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

16. Action/Agenda or Completed Items
17. Old Business
18. Supervisors' Requests
19. Public Comments (*3 minutes per speaker*)
20. 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 BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2024/2025 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, 2024, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); 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 2024/2025 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: August 21, 2024
HOUR: 9:00 a.m.
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 15TH DAY OF MAY, 2024.

ATTEST:

**MEDITERRA COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY2024/2025 Proposed Budget

Exhibit A: FY2024/2025 Proposed Budget

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025
PROPOSED BUDGET**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
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**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND 001 BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Estimated through 9/30/2024	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 1,408,613				\$917,270
Allowable discounts (4%)	(56,345)				(36,691)
Assessment levy: on-roll - net	1,352,268	\$ 1,320,739	\$ 31,529	\$ 1,352,268	\$850,579
Interest and miscellaneous	-	9,256	10,000	19,256	30,000
Total revenues	1,352,268	1,329,995	41,529	1,371,524	880,579
EXPENDITURES					
Professional & admin					
Supervisors	9,900	4,952	4,948	9,900	9,900
Management	49,973	24,986	24,987	49,973	49,973
Accounting	16,700	8,350	8,350	16,700	16,700
Audit	15,000	-	15,000	15,000	15,000
Legal	10,000	5,845	6,000	11,845	15,000
Field management	15,300	7,650	7,650	15,300	15,300
Engineering	50,000	15,172	20,000	35,172	50,000
Engineering- nature trail	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	1,500	1,000	500	1,500	1,500
Insurance	13,090	12,376	714	13,090	13,614
Legal advertising	4,000	1,160	1,500	2,660	3,000
Contingencies	2,500	1,735	1,500	3,235	3,000
Annual district filing fee	175	175	-	175	175
Website	705	-	705	705	705
ADA website compliance	210	210	-	210	210
Total professional & admin	309,553	88,111	107,854	195,965	214,577

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND 001 BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected	Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Estimated through 9/30/2024		
Water management					
Lake maintenance contract	220,000	210,941	9,059	220,000	350,000
Contractual services	42,500	9,390	25,000	34,390	37,900
Aquascaping/aesthetic enhance/pipe cleanout	100,000	5,500	94,500	100,000	100,000
Fuel load reduction right of ways	129,000	-	129,000	129,000	-
Lake bank-erosion repairs	75,000	16,899	58,101	75,000	75,000
Electricity	35,000	12,354	22,646	35,000	35,000
Capital outlay: nature-trail	100,000	900	-	900	-
Aeration repairs and replacement	25,760	34,220	-	34,220	44,730
Total water management	<u>727,260</u>	<u>290,204</u>	<u>338,306</u>	<u>628,510</u>	<u>642,630</u>
Other fees and charges					
Property appraiser & tax collector	35,456	22,117	13,339	35,456	23,372
Total other fees and charges	<u>35,456</u>	<u>22,117</u>	<u>13,339</u>	<u>35,456</u>	<u>23,372</u>
Total expenditures and other uses	<u>1,072,269</u>	<u>400,432</u>	<u>459,499</u>	<u>859,931</u>	<u>880,579</u>
Excess/(deficiency) of revenues over/(under) expenditures	279,999	929,563	(417,970)	511,593	-
Fund balance - beginning (unaudited)	<u>792,304</u>	<u>870,158</u>	<u>1,799,721</u>	<u>870,158</u>	<u>1,381,751</u>
Fund balance - ending (projected)					
Committed					
Assigned					
3 months working capital	268,067	268,067	268,067	268,067	220,145
Future fire mitigation clean-up	160,000	160,000	80,000	80,000	240,000
Unassigned	644,236	1,371,654	1,033,684	1,033,684	921,606
Fund balance - ending (projected)	<u>\$ 1,072,303</u>	<u>\$ 1,799,721</u>	<u>\$ 1,381,751</u>	<u>\$ 1,381,751</u>	<u>\$ 1,381,751</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	15,000
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.	
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
DEFINITION OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Insurance		13,614
	The District carries public officials liability, general liability and fire damage insurance. The District has a general liability insurance limit of \$1,000,000 (\$2,000,000 general aggregate limit), a public officials liability limit of \$5,000,000 (\$5,000,000 general aggregate limit) and a fire damage liability limit of \$50,000.	
Legal advertising		3,000
	Required advertisements for monthly meetings, special meetings, public hearings, bidding, etc.	
Contingencies		3,000
	Bank charges, automated AP routing and miscellaneous expenses incurred throughout the year.	
Annual district filing fee		175
	Annual fee paid to the Department of Economic Opportunity.	
Website		705
ADA website compliance		210
Lake maintenance contract		350,000
	Contract for the maintenance of the storm water ponds and Conservation Area maintenance	
Other contractual services		37,900
	Contracts entered into by the District for water management related professional services, including monthly bacteria packs for lake 52 as well as water quality testing and cane toad removal.	
	Cane toad removal	20,000
	Lake 52 bacteria	5,700
	Water quality testing	12,200
		37,900
Aquascaping/aesthetic enhance/pipe cleanout		100,000
	Addresses the continued supplementation of the lake perimeter beneficial aquatic plant program as well as inspection and cleanout of District owned drainage pipes and structures. It is anticipated that the District will continue the lake aesthetic enhancement program in 2025.	
Lake bank-erosion repairs		75,000
	In fiscal year 2025, the District plans on continuing its lake bank erosion repair and mitigation efforts on eroded shorelines.	
Electricity		35,000
	Electrical expenses incurred relating to water management of the District.	
Aeration repairs and replacement		44,730
	Intended to cover routine repairs and maintenance as well as eventual replacement.	
Property appraiser & tax collector		23,372
	In Collier County the tax collector's fee is 1.5% of assessments collected and property appraiser's fee is 2.5% . In Lee County the tax collector's fee is \$1.50 per parcel and the property appraiser's fee is \$1.00 per parcel.	
Total expenditures		\$ 880,579

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND 204 BUDGET - SERIES 2013 BONDS
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Estimated through 9/30/2024	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	\$ 309,010	\$ 6,746	\$ 315,756	315,756
Interest	-	9,194	-	9,194	-
Total revenues	315,756	318,204	6,746	324,950	315,756
EXPENDITURES					
Debt service					
Principal	180,000	-	180,000	180,000	185,000
Interest	125,425	62,713	62,712	125,425	118,000
Total debt service	305,425	62,713	242,712	305,425	303,000
Other fees & charges					
Property appraiser & tax collector	11,512	7,426	4,086	11,512	11,512
Total other fees & charges	11,512	7,426	4,086	11,512	11,512
Total expenditures	316,937	70,139	246,798	316,937	314,512
Excess/(deficiency) of revenues over/(under) expenditures	(1,181)	248,065	(240,052)	8,013	1,244
Fund balance:					
Beginning fund balance (unaudited)	283,219	302,735	550,800	302,735	310,748
Ending fund balance (projected)	\$282,038	\$550,800	\$ 310,748	\$ 310,748	311,992
Use of fund balance					
Debt service reserve account balance (required)					(75,000)
Interest expense - November 1, 2025					(54,375)
Projected fund balance surplus/(deficit) as of September 30, 2025					<u>\$ 182,617</u>

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

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
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	\$2,360,000.00		\$695,000.00	\$3,055,000.00

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2022
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected	Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Estimated through 9/30/2024		
REVENUES					
Assessment levy: on-roll - gross	\$ 862,455				\$ 862,455
Allowable Discounts (4%)	(34,498)				(34,498)
Assessment levy: on-roll - net	827,957	\$ 814,202	\$ 13,755	\$ 827,957	827,957
Interest	-	11,086	-	11,086	-
Total Revenues	827,957	825,288	13,755	839,043	827,957
EXPENDITURES					
Debt service					
Principal	693,000	-	693,000	693,000	708,000
Interest	124,773	62,386	62,387	124,773	110,289
Total debt service	817,773	62,386	755,387	817,773	818,289
Other fees & charges					
Property appraiser & tax collector	17,146	11,032	6,114	17,146	17,156
Total other fees & charges	17,146	11,032	6,114	17,146	17,156
Total expenditures	834,919	73,418	761,501	834,919	835,445
Excess/(deficiency) of revenues over/(under) expenditures	(6,962)	751,870	(747,746)	4,124	(7,488)
Fund balance:					
Net increase/(decrease) in fund balance	(6,962)	751,870	(747,746)	4,124	(7,488)
Beginning fund balance (unaudited)	176,755	205,207	957,077	205,207	209,331
Ending fund balance (projected)	\$ 169,793	\$ 957,077	\$ 209,331	\$ 209,331	201,843
Use of fund balance					
Debt service reserve account balance (required)					-
Interest expense - November 1, 2025					(47,746)
Projected fund balance surplus/(deficit) as of September 30, 2025					\$ 154,097

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

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
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	\$5,277,000.00		\$450,332.30	\$5,727,332.30

**Mediterra
Community Development District
FY 2024-2025 Proposed Assessments**

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

**Lee County
6 years remaining**

Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2024-2025 tax payment
Amarone	124	Estate 1	\$ 2,247.85	\$ 838.05	\$ 3,085.89	\$ 11,136.78
Brendisi	119	Coach 1	651.78	838.05	1,489.82	3,229.17
Calabria	122B	Coach 1	651.78	838.05	1,489.82	3,229.17
Cortile (lots 1-5, 37-48)	118	Villa 1	1,092.70	838.05	1,930.75	5,413.68
Il Cuore Ct	115A	Manor A	3,315.45	838.05	4,153.50	16,426.12
Marcello	114	Estate 1	2,247.85	838.05	3,085.89	11,136.78
Marcello	114	Estate 1A	2,862.23	838.05	3,700.28	14,180.69
Porta Vecchio	113	Coach	624.40	838.05	1,462.45	3,093.55
Positano	116	Villa 1	1,092.70	838.05	1,930.75	5,413.68
Serata	122A	Villa 2	874.16	838.05	1,712.21	4,330.94
Serata II	122A	Villa 2A	1,466.46	838.05	2,304.51	7,265.45
Teramo	115	Manor 2	2,310.29	838.05	3,148.34	11,446.14
Terrazza	123	Villa 2	874.16	838.05	1,712.21	4,330.94
Treviso (Lots 2 - 10)	120	Manor 1	2,247.85	838.05	3,085.89	11,136.78
Verona (Lots 1-5,31-34)	117	Manor 3	2,372.74	838.05	3,210.79	11,755.55
Villalago	121	Villa 2	874.16	838.05	1,712.21	4,330.94

Fiscal year 2023-2024 Assessments:	Manor 1	\$ 2,247.85	\$ 1,286.96	\$ 3,534.81	\$ 14,157.89
	Manor 2	2,310.29	1,286.96	3,597.25	14,551.18
	Manor 3	2,372.74	1,286.96	3,659.70	14,944.52
	Manor A	3,315.45	1,286.96	4,602.41	20,882.10
	Estate 1	2,247.85	1,286.96	3,534.81	14,157.89
	Estate 1A	2,862.23	1,286.96	4,149.19	18,027.54
	Villa 1	1,092.70	1,286.96	2,379.66	6,882.27
	Villa 2	874.16	1,286.96	2,161.12	5,505.81
	Villa 2A	1,466.46	1,286.96	2,753.42	9,236.38
	Coach 1	651.78	1,286.96	1,938.74	4,105.16
	Coach	624.40	1,286.96	1,911.36	3,932.75

**Mediterra
Community Development District
FY 2024-2025 Proposed Assessments**

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

**Collier County
6 years remaining**

Phase I Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2024-2025 tax payment
Benvenuto	100	Manor SF	\$ 1,850.94	\$ 838.05	\$ 2,688.99	\$ 9,170.32
IL Corsini	108	Manor SF	1,850.94	838.05	2,688.99	9,170.32
IL Trebbio Lots 1-14	101	Estate SF	1,850.94	838.05	2,688.99	9,170.32
Savona	102	Estate SF	1,850.94	838.05	2,688.99	9,170.32
Medici	107	Villa A	744.83	838.05	1,582.88	3,690.23
Milan	105/106	Villa B	744.83	838.05	1,582.88	3,690.23
Villoresi	103	Villa C	744.83	838.05	1,582.88	3,690.23
Monterosso	104	Coach	553.26	838.05	1,391.31	2,741.08
Fiscal year 2023-2024 Assessments:		Manor SF	\$ 1,850.94	\$ 1,286.96	\$ 3,137.90	\$ 11,657.99
		Estate SF	1,850.94	1,286.96	3,137.90	11,657.99
		Villa A,B,C	744.83	1,286.96	2,031.79	4,691.29
		Coach	553.26	1,286.96	1,840.22	3,484.66

**Mediterra
Community Development District
FY 2024-2025 Proposed Assessments**

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

**Collier County
6 years remaining**

Phase II Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2024-2025 tax payment
Bello Lago	109	Manor SF B	\$ 2,183.79	\$ 838.05	\$ 3,021.83	\$ 10,819.40
Padova (Lots 28-35)	110	Manor SF C	1,819.82	838.05	2,657.87	9,016.18
Ravello	111	Manor SF B	2,183.79	838.05	3,021.83	10,819.40
Cortile (lots 6-18,26-36)	118A	Villa A	1,136.16	838.05	1,974.21	5,629.02
Cortile (lots 19-25)	118B	Manor SF A	1,941.14	838.05	2,779.19	9,617.21
Treviso (Lot 1)	120	Manor SF B	2,183.79	838.05	3,021.83	10,819.40
IL Trevvio Lots (15-22)	101A	Estate SF A	1,819.82	838.05	2,657.87	9,016.18
Padova Lots 1-27	110	Estate SF A	1,819.82	838.05	2,657.87	9,016.18
Verona (lots 6-30)	117	Estate SF B	2,305.11	838.05	3,143.16	11,420.51
Bellezza	112	Villa B	849.25	838.05	1,687.30	4,207.54
Porta Vecchio (Bldgs 13,14)	113	Coach	606.61	838.05	1,444.66	3,005.40
Fiscal year 2023-2024 Assessments:		Manor SF A	\$ 1,941.14	\$ 1,286.96	\$ 3,228.10	\$ 12,226.11
		Manor SF B	2,183.79	1,286.96	3,470.75	13,754.42
		Manor SF C	1,819.82	1,286.96	3,106.78	11,462.04
		Estate SF A	1,819.82	1,286.96	3,106.78	12,226.11
		Estate SF B	2,305.11	1,286.96	3,592.07	13,754.42
		Villa A	1,136.16	1,286.96	2,423.12	7,156.02
		Villa B	849.25	1,286.96	2,136.21	5,348.93
		Coach	606.61	1,286.96	1,893.57	3,820.68

**Mediterra
Community Development District
FY 2024-2025 Proposed Assessments**

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

**Collier County
9 years remaining**

Phase III Neighborhoods	Parcel	Bond Designation	Debt Service Assessment	O & M Assessment	Total Assessment	Outstanding Principal after 2024-2025 tax payment
Lucarno	125	Villa C	\$ 1,376.21	\$ 838.05	\$ 2,214.26	\$ 9,100.42
Lucarno	126	Villa C	1,376.21	838.05	2,214.26	9,100.42
Felicita	127	SF - 90	2,752.41	838.05	3,590.46	18,200.84
Cellini	128	SF - 90	2,752.41	838.05	3,590.46	18,200.84
Celebrita	129	SF - 90	2,752.41	838.05	3,590.46	18,200.84
Buonasera	130	SF - 90	2,752.41	838.05	3,590.46	18,200.84
Cabreo	131	Villa C	1,376.21	838.05	2,214.26	9,100.42
Caminetto	121	SF - 90	2,752.41	838.05	3,590.46	18,200.84
Fiscal year 2023-2024 Assessments:		SF - 90	\$ 2,752.41	\$ 1,286.96	\$ 4,039.37	\$ 19,748.95
		Villa C	1,376.21	1,286.96	2,663.17	9,874.48

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2024-05

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 2024/2025 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 2024/2025 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 15th day of May, 2024.

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 2024/2025 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 16, 2024	Regular Meeting	9:00 AM
November 20, 2024	Regular Meeting	9:00 AM
December 4, 2024*	Regular Meeting	9:00 AM
January 15, 2025	Regular Meeting	9:00 AM
February 19, 2025	Regular Meeting	9:00 AM
March 19, 2025	Regular Meeting	9:00 AM
April 16, 2025	Regular Meeting	9:00 AM
May 21, 2025	Regular Meeting	9:00 AM
June 18, 2025	Regular Meeting	9:00 AM
August 20, 2025	Public Hearing & Regular Meeting	9:00 AM

***Exception**

The December meeting date is two (2) weeks earlier to accommodate the holidays.

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

7A

Mediterra Community Development District
Request for Proposal
Right-of-Way
Fuel Load Reduction

March 14, 2023

Prepared by:

JOHNSON
ENGINEERING
2122 Johnson Street
Fort Myers, Florida 33901
(239) 334-0046
EB 642

Mediterra CDD
Right-of-Way Fuel Load Reduction
Request For Proposal

The Mediterra Community Development District (OWNER) is seeking proposals from qualified contractors to provide vegetation removal services. The Mediterra Preserve Management Plan requires selective hand removal of vegetation in preserves located along right-of ways and removal criteria is covered in Section 2.0 Scope of Services. A Bid Sheet, which is provided, is to be completed by each prospective contractor.

The OWNER meets on April 19, 2023 and wishes to have proposals reviewed by District Staff and Johnson Engineering, Inc. (CONSULTANT) in advance of the meeting. To meet this timeline, CONSULTANT requests that the proposals be received by email or mail by 3 pm on March 31, 2023. Submit proposals to:

Brent Burford
Johnson Engineering, Inc.
2122 Johnson Street
Fort Myers, FL 33901
bburford@johnsoneng.com

Questions regarding the Request for Proposal should be directed to Brent Burford via email or phone at 239-223-7016.

Mediterra CDD

Right-of-Way Fuel Load Reduction

Background

1.0 The Mediterra CDD Preserve Management Plan

The Mediterra CDD Preserve Management Plan is designed to take a proactive approach to maintaining the health and diversity of preserve areas within the Mediterra community while simultaneously reducing and preventing risks to the community resulting from a wildfire occurring within those preserves.

1.1 Existing Conditions

The conservation areas of the Mediterra community total nearly 400 acres, covering approximately one-third of the total land area. These areas were incorporated during the design phase of Mediterra to provide aesthetically pleasing views from residences and the golf course and create visual interruptions between smaller sub-communities while preserving higher quality wetland and adjacent upland habitat as required by various permitting agencies. This allowed the preserve and conservation areas being intertwined with golf course and residential dwellings throughout the development. The design of the preserve areas relative to homes and other development along with the species composition of the preserves and the vegetative structure and fuel load within the preserves offer a descriptive picture of the fire susceptibility within the community.

Scope of Services

2.0 Fuel Load Reduction Strategy

The Mediterra Preserve Management Plan will utilize selective hand-trimming of native mid-canopy/groundcover vegetation as the primary management tool to improve the ecological integrity of the preserves and reduce fuel loads within the development. This fuel load reduction method is proposed for the first 60-feet of the conservation areas, beginning at the conservation area/ property boundary, where access roads abut conservation areas. A map depicting the locations of uplands and wetlands within the Conservation Easements is provided, and details the total acreage of proposed trimming. It should be noted that management activities occurring on private property is the responsibility of the property owner. The methods proposed to achieve fuel load reduction in the management zone within the conservation area are detailed below.

2.1 Hand Trimming to Mimic Prescribed Fire (3 - 5 years)

Trimming must be done in a manor to maintain the integrity of plant material and emulate a natural vegetative community, not a landscape area. The goal of hand-trimming is to mimic a natural fire regime to the best extent practicable. No living, healthy trees will be removed during the trimming process. Laborers may use machetes, loppers, and/or chainsaws to trim native vegetation in the mid-canopy/groundcover, following the oversight of the qualified environmental specialist. Since the goal of the initial trim is to emulate a natural system under a normal fire regime, this thorough type of trim should not occur more frequently than every three (3) to five (5) years. All trimmings will be removed from the conservation areas by hand.

2.1.1 Saw Palmetto

The Mediterra conservation areas contain considerable amounts of dense saw palmetto, which is considered one of the most flammable naturally occurring groups of plants in the southern United States. As such, saw palmetto

fronds may be cut back to the trunk to mimic a prescribed fire to reduce fuel loads in the preserve areas adjacent to access roads and residential properties. The trimming must be done in a manner to maintain the integrity of the plant and is intended to emulate a natural vegetative community, not a landscaped area. The trunks of the saw palmetto will not be cut.

2.1.2 Cabbage Palm

- Tall Cabbage Palms (> 8 feet clear trunk): Trimming of tall cabbage palms that have more than eight feet (8') of clear trunk is anticipated to be performed using gas-powered "pole saws". All dead and brown fronds that can be reached with a pole saw from the ground should be trimmed and removed to produce a "bare" trunk for the first 8 feet from the ground. Between 8 feet and 14 feet, fronds are to be removed while leaving the boots. All living palm fronds hanging below 90 degrees from vertical that can be reached with a pole saw should be trimmed and removed up to 14 feet above the ground. It is not anticipated that workers will use a combination of a ladder and pole saw. Cabbage palms within the conservation area will not be "Hurricane cut".

- Short Cabbage Palms (< 8 feet clear trunk): All dead and brown fronds should be removed from cabbage palms that have less than eight feet (8') of clear trunk from the ground up. Live palm fronds hanging below 90 degrees from vertical should be trimmed and removed.

- Cabbage Palm Boots (All): The bases of discarded palm fronds or "boots" of the cabbage palm often remain on the trunk and can collect pine needles, vines, and other combustible material allowing a fire to move up from the ground into the canopy. Cabbage palm boots shall be trimmed and removed without damaging the tree.

2.1.3 Other Species and Duff Layer

Vines may be cut and hand-pulled if they are climbing above three feet in height. Dead and diseased trees within 60 feet of residential property or access roads should be cut and removed by hand. The duff layer is to be removed.

2.1.4 Unlimited Maintenance

It is important to note the frequency of hand trimming guidelines previously described does not apply to invasive exotic/nuisance plant species as listed by the Florida Noxious Weed List (FAC Rule 5B-57). The listed exotic and nuisance plant species can be removed from the preserve areas at any time without prior authorization from SFWMD staff. Additionally, native and/or non-native ornamentals, not part of the existing indigenous vegetative community, are not allowed within the preserve area and may be removed at any time. Supplemental planting may be required to ensure compliance with permit to maintain the minimum 80% coverage of desirable native species.

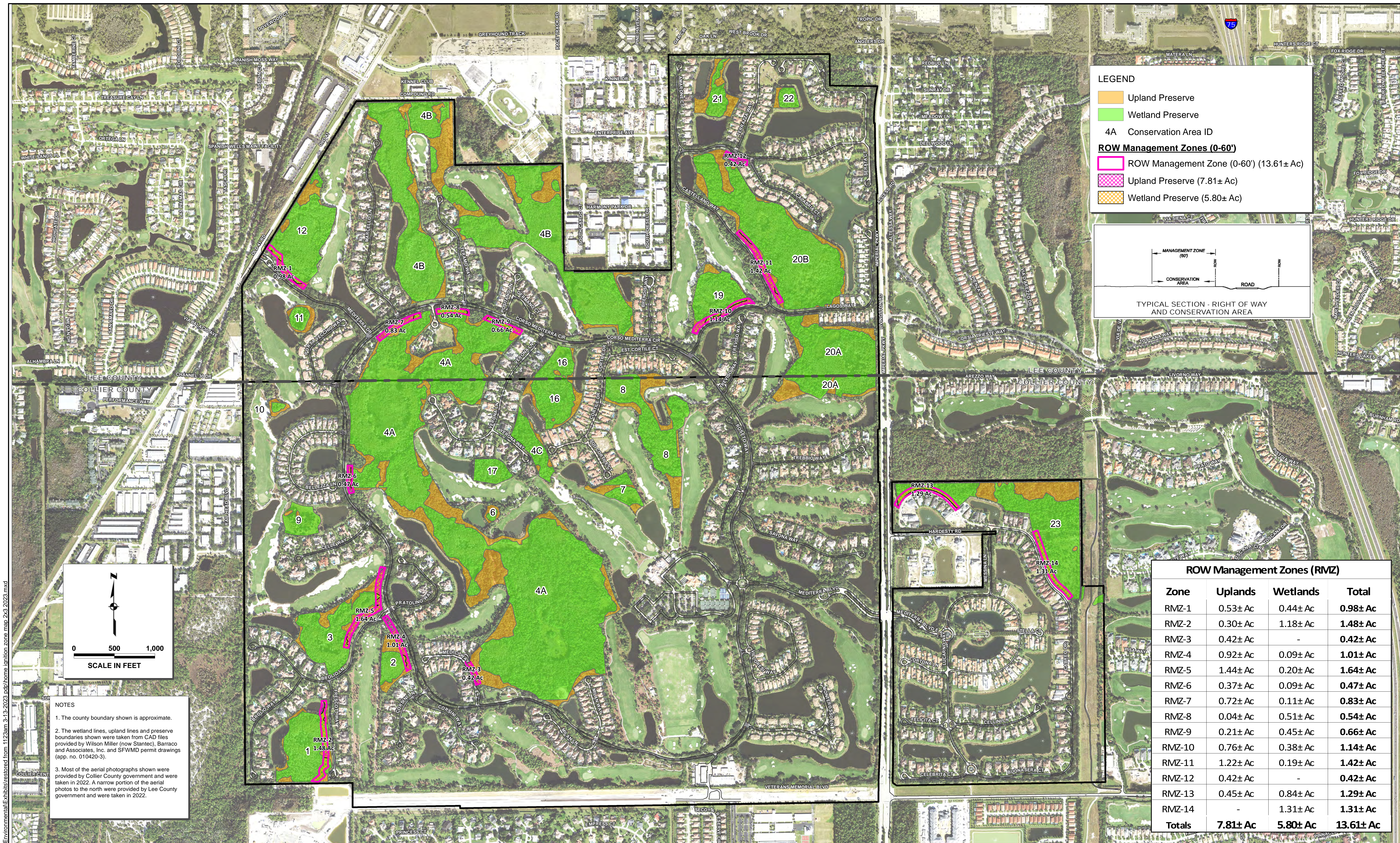
<u>Restoration</u>	<u>Qty</u>	<u>Unit</u>	<u>Bid Cost</u>
Upland Preserves	7.81	AC	
Hand Trimming and Hand Removal (Section 2.1.1 Thru 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Upland Preserves Subtotal			
Wetland Preserves	5.80	AC	
Hand Trimming and Hand Removal (Section 2.1.1 Thru 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Wetland Preserves Subtotal			\$
TOTAL			\$

Bid Prepared By: _____

Estimated Duration of Work: _____

ATTACHMENT A

SITE PLAN

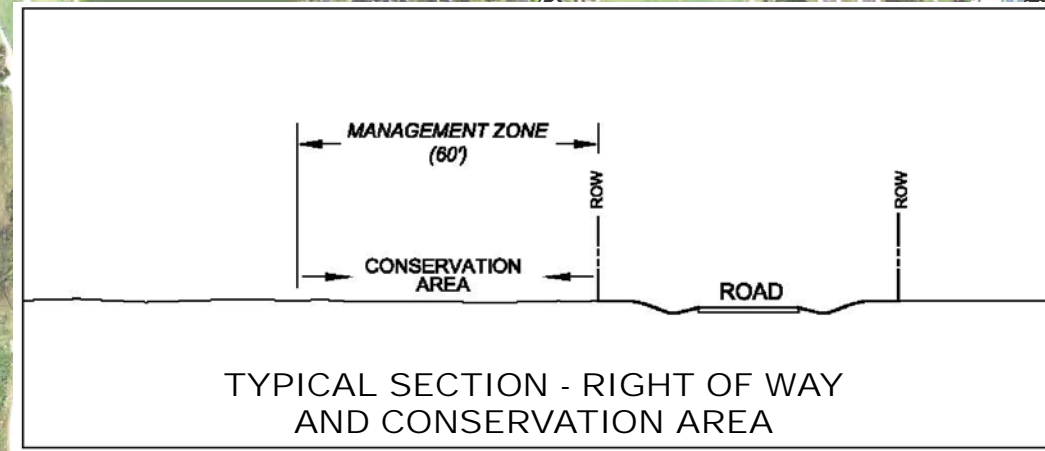


LEGEND

- Upland Preserve
- Wetland Preserve
- 4A Conservation Area ID

ROW Management Zones (0-60')

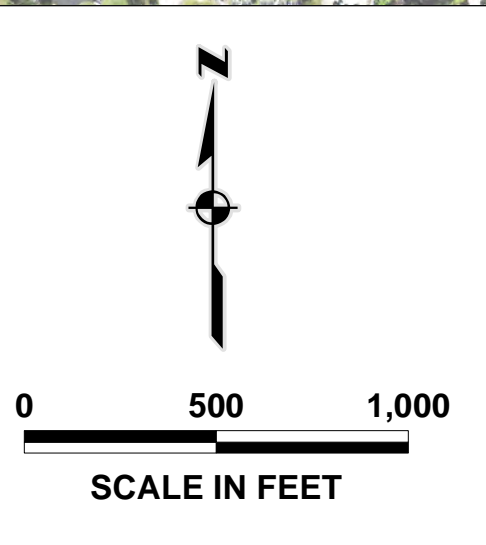
- ROW Management Zone (0-60') (13.61± Ac)
- Upland Preserve (7.81± Ac)
- Wetland Preserve (5.80± Ac)



ROW Management Zones (RMZ)			
Zone	Uplands	Wetlands	Total
RMZ-1	0.53± Ac	0.44± Ac	0.98± Ac
RMZ-2	0.30± Ac	1.18± Ac	1.48± Ac
RMZ-3	0.42± Ac	-	0.42± Ac
RMZ-4	0.92± Ac	0.09± Ac	1.01± Ac
RMZ-5	1.44± Ac	0.20± Ac	1.64± Ac
RMZ-6	0.37± Ac	0.09± Ac	0.47± Ac
RMZ-7	0.72± Ac	0.11± Ac	0.83± Ac
RMZ-8	0.04± Ac	0.51± Ac	0.54± Ac
RMZ-9	0.21± Ac	0.45± Ac	0.66± Ac
RMZ-10	0.76± Ac	0.38± Ac	1.14± Ac
RMZ-11	1.22± Ac	0.19± Ac	1.42± Ac
RMZ-12	0.42± Ac	-	0.42± Ac
RMZ-13	0.45± Ac	0.84± Ac	1.29± Ac
RMZ-14	-	1.31± Ac	1.31± Ac
Totals	7.81± Ac	5.80± Ac	13.61± Ac

NOTES

- The county boundary shown is approximate.
- The wetland lines, upland lines and preserve boundaries shown were taken from CAD files provided by Wilson Miller (now Stantec), Barraco and Associates, Inc. and SFWMD permit drawings (app. no. 010420-3).
- Most of the aerial photographs shown were provided by Collier County government and were taken in 2022. A narrow portion of the aerial photos to the north were provided by Lee County government and were taken in 2022.



C:\2022\20223592-001_Misc\Environmental\Exhibits\restated from 1123am 3-13-2023\edp\home\initiation zone map 2-23-2023.mxd

REVISIONS	

Mediterra
Lee & Collier Counties, Florida

JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
P.O. BOX 1550
FORT MYERS, FLORIDA 33902-1550
PHONE (239) 334-0046
FAX (239) 334-3661
E.B. #642 & L.B. #642

Mediterra Preserve Management and Fuel Reduction Map

DATE	PROJECT	FILE NO.	SCALE	SHEET
March 2023	20023592-001	--	As Shown	1

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

8

Dear Members of the Mediterra Community Development District,

As the season comes to an end, we want to provide an update on several important items.

Lakes (storm water detention ponds)

As was noted in our previous update, the Board hired a new contractor for the management of our storm water system and preserves. Unfortunately, the previous company failed to meet our standard of performance and the contract was terminated. The new contractor has done a substantial amount of work to restore the lakes and the lake banks to Mediterra CDD standards. The new company has three technicians working in Mediterra three days per week. The weekly maintenance routine, includes spraying and removal of Spike Rush that has grown beyond the fifteen-foot allowed width from the lake banks and into the waterbody. Also, seeded Cabbage Palms along the lake banks are removed, treatment of algae, and trash removal efforts are ongoing. Unfortunately, the previous contractor allowed the invasive Torpedo grass to gain a strong foothold throughout the lake system. Torpedo grass can be better controlled after water levels drop further so that the the root system of the plant can be destroyed. Please be patient, as the process of restoration continues!

In addition, we have commissioned a more extensive video inspection of all the drainage system pipes. The results of this inspection are expected in May. In general, any structure with blockages of 25% or greater will be scheduled for immediate clean out. The Board was advised at the last meeting that some pipes have root penetration and minor separation between pipes. Given the system is over 25 years old, this is not surprising. After the inspections are complete, whatever work is required will be done.

Several lakes have required remediation to restore their 4 to 1 lake bankslope. Runoff and wave action are the causes of the lake bank slope issue. Currently remediation of three lake bank slopes are scheduled. Mud will be removed from the lake bottoms and placed on an open weaved synthetic mat that is anchored to the ground and then covered with sod. We expect more lakes will require this effort in the years ahead.

As is done annually in early summer, each lake will be inspected and their conditions noted. This report is available and is part of the agenda package after it is completed.

Financial

Overall, we are on budget. Lake bank expenses are higher than budget due the contractor change and the issues noted above. The budget was prepared before we encountered the vendor problem. Fortunately, our

budgeting process allows for these types of unanticipated expenses. We will be reviewing the draft 2025 FY budget at the May meeting. The Board must approve the budget at the June meeting in order to issue the necessary legal notices and schedule the August public hearing required by law.

Financial Statement Audit for FY ending September 30, 2023

The CDD's financial statements must be audited in accordance with Government Auditing Standards issued by the Comptroller General of the United States. We are proud to report that once again, and since the merger of Mediterra's two CDD's (North in Lee County and South in Collier County) into one in 2018, we have received a "clean" audit without any management or financial control issues being reported.

Fire Suppression Technology in Aerator Cabinets

Currently, what is known as an Elide 4" Fireball is installed in the aerator cabinets. It contains fire suppression chemicals that are released when exposed to a flame in the cabinets. Unfortunately, the sole manufacturer has discontinued this size product, and the replacement, a 6" Fireball, will not fit in the cabinets. Our current installed units have a useful life of three years. The Board has staff exploring other options when the current useful life expires.

Nature Trail

The extensive CDD preserves in Mediterra are an asset to the community. For the Supervisors who were guided on a hike through the preserve, the experience was memorable. Nevertheless, at the last board meeting, the Supervisors voted to table the Nature Trail indefinitely. The cost of the project was too high given the number of other CDD projects, such as lake bank restorations, wild fire prevention, cleaning of the preserve floors, and the deficiencies that the video inspections are finding in the drain pipes.

As always, if you have any questions or concerns, please contact the District Manager, Wrathall Hunt and Associates, at (877) 276-0889 or any of the Supervisors. Also, our website, MediterraCDD.net, is a valuable source of information about the District.

Sincerely,

The Board of Supervisors
Robert E. Greenberg, Esq., Chair
Kenneth Tarr, Vice Chair

Mary Wheeler, Assistant Secretary
John Henry, Assistant Secretary
Victoria Gartland, Assistant Secretary

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

9



April 12, 2024

Chuck Adams
Director of Operations
Wrathell, Hunt and Associates
9220 Bonita Beach Rd, Suite 214
Bonita Springs, FL 34135

**Re: 2023 Annual Sediment Sampling
Mediterra CDD Pond Health Testing, Analysis and Report**

Dear Chuck:

This letter provides the results of the 2023 dry season (February 2023) sediment sampling of five (5) stormwater treatment ponds within the bounds of the Mediterra CDD. A copy of the laboratory analytical report for the collected sediment samples is attached in Appendix A.

I. PURPOSE & SCOPE OF WORK

This work was conducted as Task 02: Dry Season Sediment Sampling of our existing contract. One (1) dry season sediment sampling was conducted at four (4) outfall ponds and one (1) additional pond (L-35) that were provided by the CDD, along with a recommendation from the District Engineer. Each of the ponds sampled are shown on the attached sampling map.

II. METHODOLOGY

One (1) annual sediment sampling event was conducted on February 24, 2023 at all five (5) ponds. Sediment samples were collected from one (1) location in L-37, two (2) locations in L-24, L-35, L-55, and two (2) locations in L-52. Sampling was conducted from a boat by pushing PVC tubes through the muck layer on the pond bottom into the sandy layer below and then capping the tubes. Water was drained off from the top of each tube, leaving just the muck and bottom material. The tops of the tubes were cut down to the top of the muck layer, and the top of each tube was labeled with an arrow indicating the top and the sample ID.

Each sediment sample was inspected in-house by Johnson Engineering for core composition, core length, and muck thickness. Samples from the same pond were combined for lab analysis. The samples that contained muck were transported to Benchmark EnviroAnalytical laboratory for analysis following chain-of-custody procedures. The sediment samples were analyzed for nitrate + nitrite, total Kjeldahl nitrogen, total nitrogen, total phosphorus, and total solids. Photographs of the sediment cores and a description of the core samples are provided in Appendix B.

III. RESULTS

Table 1 below shows the lab results for each sediment sample, along with the amount of muck (dark organic material) measured. The sample IDs shown in bold represent locations that had muck present in the sample collected as part of this event.

Table 1: 2023 Mediterra CDD Dry Season Sediment Sample Results

Sample ID	Total Nitrogen (% Dry / Weight)	Total Phosphorus (% Dry / Weight)	Total Solids (% Dry / Weight)	Muck (inches)
L-24	0.196	0.039	46.5	7
L-35	0.219	0.039	43.2	2-4
L-37	0.110	0.026	50.3	2
L-52	<i>Sample was not sent to lab; NO muck present</i>			0
L-55	0.543	0.085	39.1	1-2

CONCLUSIONS

Sediment samples from four (4) of the ponds showed presence of muck in the samples collected. Ponds L-24, L-35, L-37, and L-55 had thickness of muck ranging from 1-7 inches. The muck sample from L-55 had the highest concentration of nutrients. Concentrations of nutrients in the muck samples from the other ponds were relatively moderate for total nitrogen and total phosphorus.

Comparisons between the amount of muck found in sediment samples from each of the ponds sampled in 2020 and 2023 are shown below in Table 2.

The sediment samples collected from L-52 in 2020 and 2023 were not analyzed because they did not contain any muck. L-24 had 1-2 inches of muck in 2020, that increased to 7 inches when sampled again in 2023. Muck levels in samples collected from L-35 were similar for both years, with a measurement of 3 inches in 2020 and 2-4 inches in 2023. The sediment sample collected at L-37 in 2023 had less muck (2 inches) than in 2020 (5 inches). Sediment samples from L-55 also had less muck in 2023 (1-2 inches) than in 2020 (3-4 inches).

Table 2: 2020 and 2023 Sediment Sample Comparisons Results

Sample ID	2020 Muck (inches)	2023 Muck (inches)	2020 Total Nitrogen (% Dry/weight)	2023 Total Nitrogen (% Dry/weight)	2020 Total Phosphorus (% Dry/weight)	2023 Total Phosphorus (% Dry/weight)
L-24	1-2	7	0.264	0.196	0.053	0.039
L-35	3	2-4	0.298	0.219	0.123	0.039
L-37	5	2	0.313	0.110	0.250	0.026
L-52	0	0	<i>Sample was not sent to lab; NO muck present</i>			
L-55	3-4	1-2	0.424	0.543	0.203	0.085

Please feel free to contact me if you have any questions regarding these sampling activities.

Sincerely,

JOHNSON ENGINEERING, INC.

A handwritten signature in black ink, appearing to read 'Tim Denison', written in a cursive style.

Tim Denison
Environmental Scientist

APPENDIX A

Lab Reports

ANALYTICAL TEST REPORT

THESE RESULTS MEET NELAC STANDARDS

Submission Number : 23030770

Johnson Engineering, Inc.
2122 Johnson Street
Fort Myers, FL 33901

Project Name : MEDITERRA CDD POND HEALTH
Date Received : 03/14/2023
Time Received : 14:31
Project#: 20023589-021

Tim Denison

Submission Number: 23030770
Sample Number: 001
Sample Description: L-24 (East)

Sample Date: 02/24/2023
Sample Time: 14:30
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.196	% DRY WT	0.002	0.008	351.2	03/20/2023 18:58	MS
TOTAL PHOSPHORUS AS P	0.039	% DRY WT	0.002	0.008	365.3	03/21/2023 11:48	YQ
TOTAL SOLIDS	46.5	% DRY WT	0.1	0.4	SM2540G	03/14/2023 08:51	MN
NITRATE+NITRITE AS N	0.0001	% DRY WT	0.000001	0.000004	SYSTEAS EASY	03/22/2023 11:49	MA
TOTAL NITROGEN	0.196	% DRY WT	0.05	0.20	SYSTEAS+351	03/22/2023 11:49	MS/MA

Submission Number: 23030770
Sample Number: 002
Sample Description: L-37

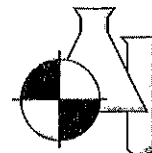
Sample Date: 02/24/2023
Sample Time: 11:30
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.110	% DRY WT	0.002	0.008	351.2	03/20/2023 18:04	MS
TOTAL PHOSPHORUS AS P	0.026	% DRY WT	0.002	0.008	365.3	03/21/2023 10:32	YQ
TOTAL SOLIDS	50.3	% DRY WT	0.1	0.4	SM2540G	03/14/2023 08:51	MN
NITRATE+NITRITE AS N	0.0001	% DRY WT	0.000012	0.000048	SYSTEAS EASY	03/22/2023 11:49	MA
TOTAL NITROGEN	0.110	% DRY WT	0.05	0.20	SYSTEAS+351	03/22/2023 11:49	MS/MA

Submission Number: 23030770
Sample Number: 003
Sample Description: L-55 (East & West)

Sample Date: 02/24/2023
Sample Time: 13:30
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.543	% DRY WT	0.003	0.012	351.2	03/20/2023 18:59	MS
TOTAL PHOSPHORUS AS P	0.085	% DRY WT	0.002	0.008	365.3	03/21/2023 11:27	YQ
TOTAL SOLIDS	39.1	% DRY WT	0.1	0.4	SM2540G	03/14/2023 08:51	MN
NITRATE+NITRITE AS N	0.0001	% DRY WT	0.000015	0.000060	SYSTEAS EASY	03/22/2023 11:50	MA
TOTAL NITROGEN	0.543	% DRY WT	0.05	0.20	SYSTEAS+351	03/22/2023 11:50	MS/MA



Submission Number: 23030770	Sample Date: 02/24/2023
Sample Number: 004	Sample Time: 10:30
Sample Description: L-35 (North & South)	Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.219	% DRY WT	0.002	0.008	351.2	03/20/2023 18:38	MS
TOTAL PHOSPHORUS AS P	0.039	% DRY WT	0.002	0.008	365.3	03/21/2023 10:34	YQ
TOTAL SOLIDS	43.2	% DRY WT	0.1	0.4	SM2540G	03/14/2023 08:51	MN
NITRATE+NITRITE AS N	0.0001	% DRY WT	0.000014	0.000056	SYSTEA EASY	03/22/2023 11:50	MA
TOTAL NITROGEN	0.219	% DRY WT	0.05	0.20	SYSTEA+351	03/22/2023 11:50	MS/MA

Haley Rin

04/11/2024

Date

Dr. Dale D. Dixon Laboratory Director

Haley Richardson QC Manager / Leah Lepore

QC Officer

DATA QUALIFIERS THAT MAY APPLY:

- A = Value reported is an average of two or more determinations.
- B = Results based upon colony counts outside the ideal range.
- H = Value based on field kit determination. Results may not be accurate.
- I = Reported value is between the laboratory MDL and the PQL.
- J1 = Estimated value. Surrogate recovery limits exceeded.
- J2 = Estimated value. No quality control criteria exists for component.
- J3 = Estimated value. Quality control criteria for precision or accuracy not met.
- J4 = Estimated value. Sample matrix interference suspected.
- J5 = Estimated value. Data questionable due to improper lab or field protocols.
- K = Off-scale low. Value is known to be < the value reported.
- L = Off-scale high. Value is known to be > the value reported.
- N = Presumptive evidence of presence of material.
- O = Sampled, but analysis lost or not performed.
- Q = Sample held beyond accepted hold time.

- T = Value reported is < MDL. Reported for informational purposes only and shall not be used in statistical analysis.
- U = Analyte analyzed but not detected at the value indicated.
- V = Analyte detected in sample and method blank. Results for this analyte in associated samples may be biased high. Standard, Duplicate and Spike values are within control limits. Reported data are usable.
- Y = Analysis performed on an improperly preserved sample. Data may be inaccurate.
- Z = Too many colonies were present (TNTC). The numeric value represents the filtration volume.
- I = Data deviate from historically established concentration ranges.
- ? = Data rejected and should not be used. Some or all of QC data were outside criteria, and the presence or absence of the analyte cannot be determined from the data.
- * = Not reported due to interference.
- Oil & Grease - If client does not send sufficient sample quantity for spike evaluation surface water samples are supplied by the laboratory.

NOTES:

MBAS calculated as LAS; molecular weight = 340.
 PQL = 4xMDL.
 ND = Not detected at or above the adjusted reporting limit.
 G1 = Accuracy standard does not meet method control limits, but does meet lab control limits that are in agreement with USEPA generated data. USEPA letter available upon request.
 G2 = Accuracy standard exceeds acceptable control limits. Duplicate and spike values are within control limits. Reported data are usable.

COMMENTS:

For questions or comments regarding these results, please contact us at (941) 723-9986.

Results relate only to the samples.

Benchmark EnviroAnalytical, Inc
 1711 12th Street East
 Palmetto, FL 34221
 941-723-9986
 941-723-6061 Fax

Client Information: **Johnson Engineering, Inc**
 2122 Johnson Street
 Fort Myers, FL 33901
 (239) 461-2458 (Tim Denison)
 (239) 334-3661 (fax)

Project Name: **Mediterra CDD Pond Health (Dry Season)**
 Project Number: 20023589-023

Laboratory Submission # **23030770**

Sample Name	Sample Type ¹ / Sample Matrix ²	Collection		Container			Preservative ⁴	Parameters for Analysis	Laboratory Sample #
		Date	Time	Qty	Capacity	Type ³			
L-24 (East)	G/ SDMNT	02/24/23	14:30	1	16oz.	P	Plain	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.) %TS (SM2540G)	1
L-37	G/ SDMNT	↓	11:30	1	16oz.	P	Plain	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.) %TS (SM2540G)	2
L-52	G/ SDMNT		12:30	1	16oz.	P	Plain	TKN (351.2) NO₃-NO₂ (353.2) TP (365.3) TN (Calc.) %TS (SM2540G)	
L-55 (East + West)	G/ SDMNT		13:30	1	16oz.	P	Plain	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.) %TS (SM2540G)	3
L-35 (North + South)	G/ SDMNT		10:30	1	16oz.	P	Plain	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.) %TS (SM2540G)	4
	G/ SDMNT				1	16oz.	P	Plain	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.) %TS (SM2540G)

1 "Sample Type" is used to indicate whether the sample was a grab (G) or whether it was a composite (C).
 2 "Sample Matrix" is used to indicate whether the sample is being discharged to drinking water (DW), groundwater (GW), surface water (SW), fresh surface water (FSW), saline surface water (SSW), soil, sediment (SDMNT), or sludge (SLDG).
 3 "Container Type" is used to indicate whether the container is plastic (P) or glass (G).
 4 Sample must be refrigerated or stored in wet ice after collection. The temperature during storage should be less than or equal to 6°C (42.8°F).
 Under "Preservative," list any preservatives that were added to the sample container.

- Instructions:
 1. Each bottle has a label identifying sample ID, preservative contained in the bottle, sample type, client ID, and parameters for analysis.
 2. The following information should be added to each bottle label after collection with permanent black ink: date and time of collection, sampler's name or initials, and any field number or ID.
 3. All bottles not containing preservative may be rinsed with appropriate sample prior to collection.
 4. The client is responsible for documentation of the sampling event. Please note special sampling events on the sample custody form.

Laboratory Sample Acceptability: pH < 2.5
 BEA Temperature: 2.8°C

	Collected By:	Date	Time	Received By:	Date	Time
1	BRANDEN CARLOS JELSON	3/13/23	1533	Brooke Kuterink BEAS	3/13/23	1533
2	Brooke Kuterink BEAS	3/13/23	1715	Per Cameron BEA	3/14/23	1415
3	Per Cameron BEA	3/14/23	1423	Karen McGowan BEA	3/14/23	1431
4						

APPENDIX B
Photos and Core Sample Descriptions

Appendix B: Mediterra South CDD Pond Health (Sediment 2023)



Photo 1: L-24 (East)

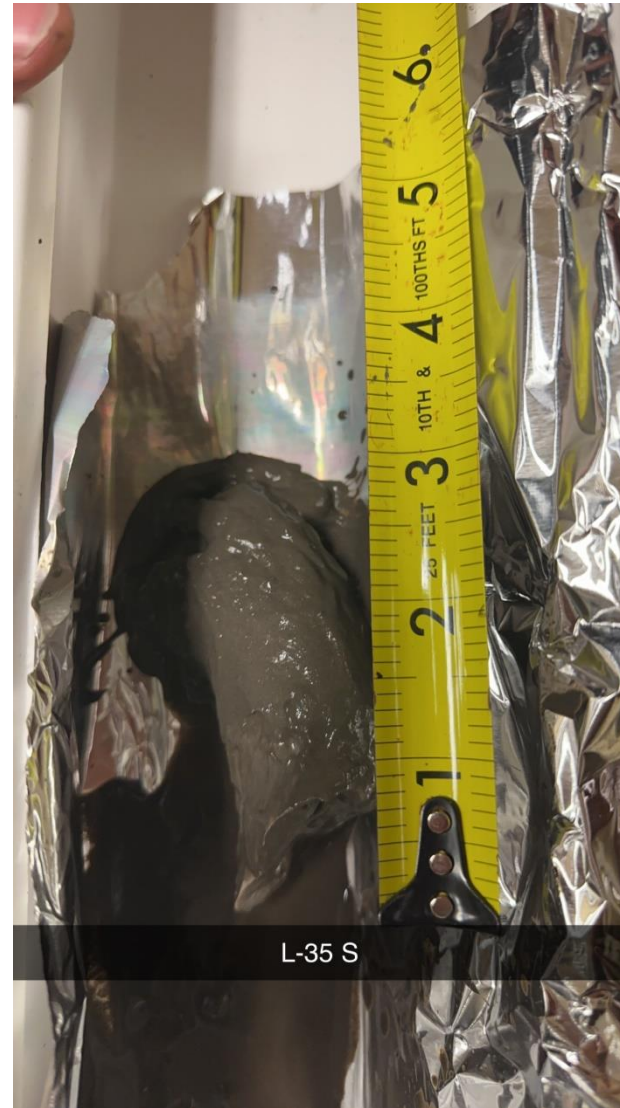


Photo 2: L-24 (West)



L-35 N

Photo 3: L-35 (North)



L-35 S

Photo 4: L-35 (South)



Photo 5: L-37

Appendix B: Mediterra South CDD Pond Health (Sediment 2023)



Photo 6: L-52 (East)



Photo 7: L-52 (West)

Appendix B: Mediterra South CDD Pond Health (Sediment 2023)



Photo 8: L-55 (East)



Photo 9: L-55 (west)

Mediterra
Lake Sediment Sample Descriptions
Project # 20023589-023

Lake ID: L-24 (East)
Water Depth: 8.5 ft.

Core Depth (ft. below top of sample)	Sample Description
0 – 0.6	Dark grey organic muck
0.6-0.65	Light grey clay

Lake ID: L-24 (West)
Water Depth: 8.5 ft.

Core Depth	Sample Description
0 – 0.4	Dark grey clay and fine sand
0.4 – 0.7	Light grey clay and fine sand
0.7 – 1.0	Light brown fine sand

Lake ID: L-35 (North)
Water Depth: 8.0 ft.

Core Depth	Sample Description
0 – 0.3	Dark grey organic muck
0.3 – 0.6	Dark grey clay
0.6 – 1.05	Light grey clay

Lake ID: L-35 (South)
Water Depth: 8.0 ft.

Core Depth	Sample Description
0 – 0.2	Dark grey organic muck
0.2 – 0.3	Dark grey clay

Lake ID: L-37
Water Depth: 8.5 ft.

Core Depth	Sample Description
0 – 0.2	Dark gray-black organic muck
0.2 – 0.3	Dark gray clay
0.4 – 0.6	Gray sand and fragmented shell

Lake ID: L-52 (East)
Water Depth: 8.5 ft.

Core Depth	Sample Description
0 – 0.3	Grey clay and fine sand
0.3 – 1.9	Grey fine sand and fragmented shell

Lake ID: L-52 (West)
Water Depth: 8.5 ft.

Core Depth	Sample Description
0 – 0.2	Dark grey-brown sediment and organic material
0.2 - 0.5	Greyish-brown sand and roots
0.5-1.4	Light grey sand

Lake ID: L-55 (East)
Water Depth: 6.0 ft.

Core Depth	Sample Description
0 – 0.1	Dark grey organic muck
0.1-0.7	Dark grey clay
0.7 - 0.9	Light-brown sand

Lake ID: L-55 (West)
Water Depth: 6 ft.

Core Depth	Sample Description
0 – 0.2	Dark grey organic muck
0.2 – 0.3	Dark grey clay and light brown sand
0.3 -1.1	Light brown sand and fragmented shell

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

12



SOUTH FLORIDA WATER MANAGEMENT DISTRICT

September 19, 2023

Chuck Adams
Mediterra South CDD & Mediterra North CDD
c/o Wrathell, Hart, Hunt, & Associates
6131 Lyons Rd., Suite 100
Coconut Creek, FL 33073

Delivered via email

**Subject: Mediterra Phases Two and Three
Notice of Inspection
Environmental Resource Permit (ERP) No. 11-01761-P
Collier County**

Dear Mr. Adams:

This letter is to provide notification that a site inspection conducted on September 12, 2023 and a concurrent review of our files indicate that the referenced project is currently in compliance with the special conditions of the ERP.

The South Florida Water Management District (District) appreciates your continued efforts to maintain your stormwater management system and conservation areas in in compliance with the ERP.

If you have any questions or require additional assistance, please contact Matt Brosious at (239) 338-2929 x7713 or via email at jbrosiou@sfwmd.gov.

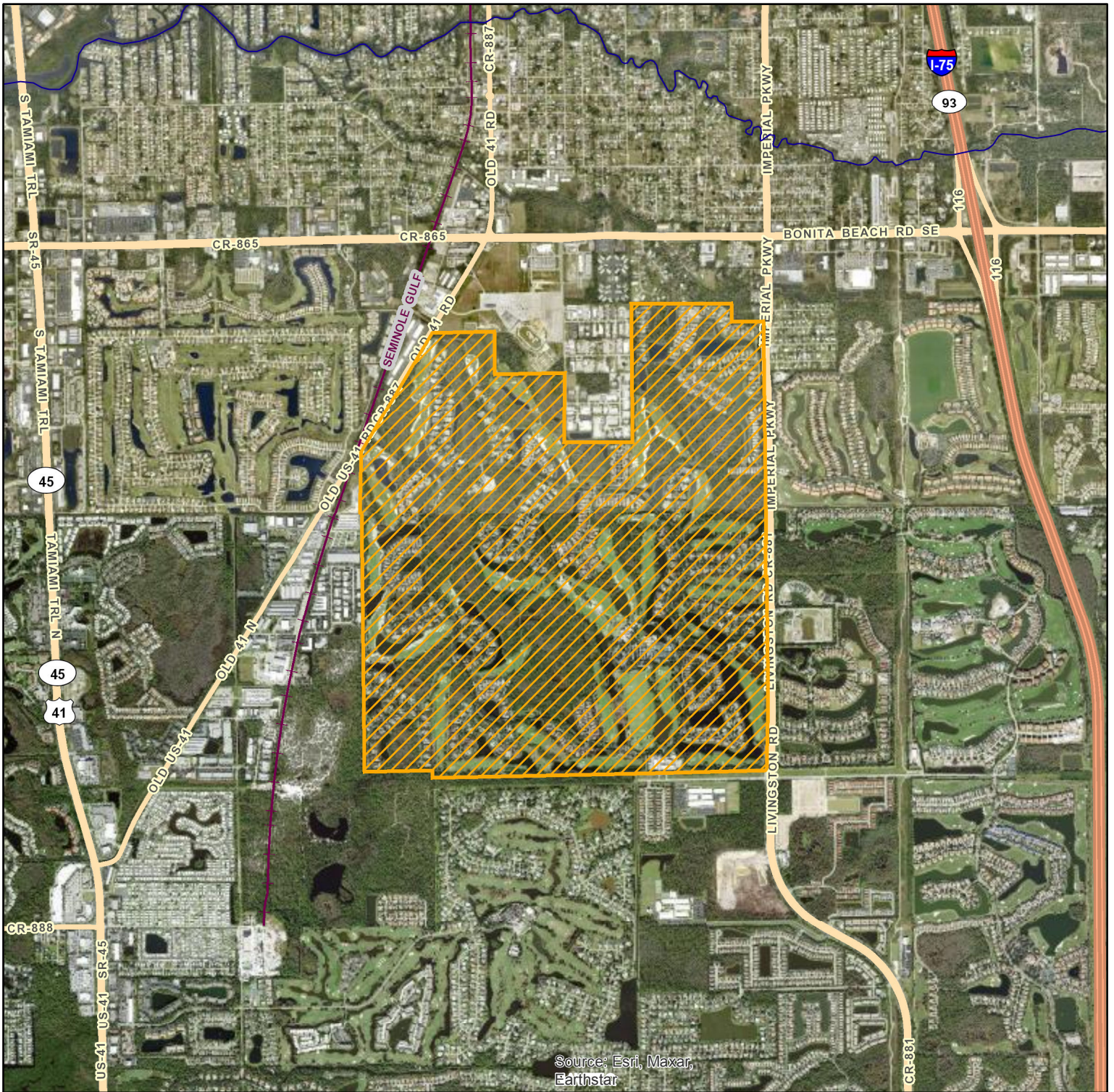
Sincerely,

A handwritten signature in black ink that reads "John M. Brosious".

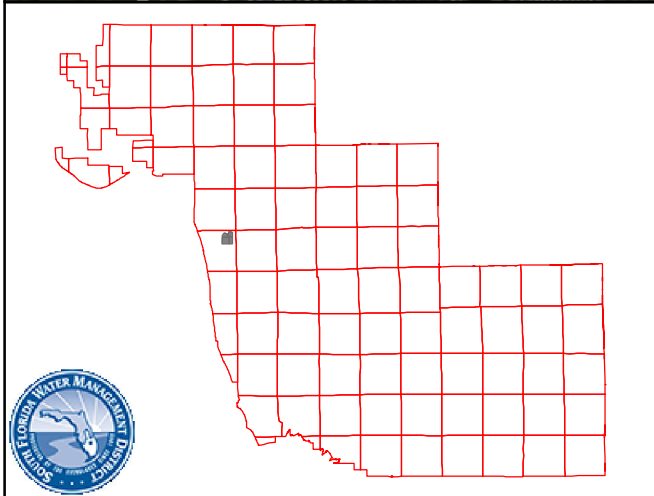
Matt Brosious
Environmental Analyst

eEnclosures: Location Map ([11-01761-P_LocMap.pdf](#))

This document is filed in the ePermitting system under Permit Number 11-01761-P via the Application/Permit Section on the Records Search home page



Source: Esri, Maxar, Earthstar



LEE COUNTY, FLORIDA

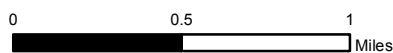
 Application

Application No: 010329-8

Permit No: 11-01761-P

Project Name: MEDITERRA PHASES 1 AND 2

Map Date: 2023-09-14



N

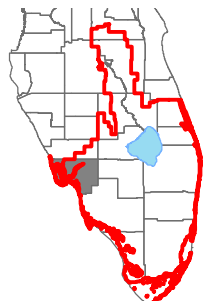


Exhibit No: 1.0

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2024**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2024**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Operating	\$1,148,962	\$ -	\$ -	\$ 1,148,962
ICS - BankUnited	25,000	-	-	25,000
BankUnited - 3474	684,197	-	-	684,197
Investments				
BB&T - CDARS	1,339	-	-	1,339
Series 2013				
Revenue		461,699	-	461,699
Reserve	-	75,000	-	75,000
Series 2022				
Principal	-	-	3	3
Prepayment	-	-	935	935
Revenue	-	-	980,768	980,768
Due from general fund	-	14,101	30,908	45,009
Due from MS 2022	62,387	-	-	62,387
Due from other	3,135	-	-	3,135
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 1,927,366</u>	<u>\$ 550,800</u>	<u>\$ 1,012,614</u>	<u>\$ 3,490,780</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	82,636	-	-	82,636
<i>Mediterra North</i>				
General fund	-	-	62,386	62,386
<i>Mediterra South</i>				
Due to debt service - series 2013	14,101	-	-	14,101
Due to debt service - series 2022	30,908	-	-	30,908
Total liabilities	<u>127,645</u>	<u>-</u>	<u>62,386</u>	<u>190,031</u>
Fund Balances				
Restricted for:				
Debt service	-	550,800	950,228	1,501,028
Assigned				
3 months working capital	268,067	-	-	268,067
Future fire mitigation clean-up	160,000	-	-	160,000
Unassigned	1,371,654	-	-	1,371,654
Total fund balances	<u>1,799,721</u>	<u>550,800</u>	<u>950,228</u>	<u>3,300,749</u>
Total liabilities and fund balances	<u>\$ 1,927,366</u>	<u>\$ 550,800</u>	<u>\$ 1,012,614</u>	<u>\$ 3,490,780</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, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 28,210	\$ 1,320,739	\$ 1,352,268	98%
Interest and miscellaneous	2,764	9,256	-	N/A
Total revenues	<u>30,974</u>	<u>1,329,995</u>	<u>1,352,268</u>	98%
EXPENDITURES				
Administrative				
Supervisors	1,076	4,952	9,900	50%
Management	4,164	24,986	49,973	50%
Accounting	1,392	8,350	16,700	50%
Audit	-	-	15,000	0%
Legal	1,747	5,845	10,000	58%
Field management	1,275	7,650	15,300	50%
Engineering	1,776	15,172	50,000	30%
Engineering-nature trail	-	-	100,000	0%
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	132	1,000	1,500	67%
Insurance	-	12,376	13,090	95%
Legal advertising	235	1,160	4,000	29%
Contingencies	695	1,735	2,500	69%
Annual district filing fee	-	175	175	100%
Website	-	-	705	0%
ADA website compliance	-	210	210	100%
Total administrative	<u>13,242</u>	<u>88,111</u>	<u>309,553</u>	28%
Water management				
Lake Maintenance	29,589	210,941	220,000	96%
Contractual services	1,785	9,390	42,500	22%
Aquascaping/cutbacks/pipe cleanout	-	5,500	100,000	6%
Fuel Load reduction of right of ways	-	-	129,000	0%
Lake bank erosion repairs	-	16,899	75,000	23%
Electricity	-	12,354	35,000	35%
Capital outlay- Nature Trail	-	900	100,000	1%
Aeration replacement and Repairs	400	34,220	25,760	133%
Total water management	<u>31,774</u>	<u>290,204</u>	<u>727,260</u>	40%
Other fees & charges				
Property appraiser & tax collector	561	22,117	35,456	62%
Total other fees & charges	<u>561</u>	<u>22,117</u>	<u>35,456</u>	62%
Total expenditures	<u>45,577</u>	<u>400,432</u>	<u>1,072,269</u>	37%
Excess/(deficiency) of revenues over/(under) expenditures	(14,603)	929,563	279,999	
Fund balances - beginning	1,814,324	870,158	436,428	
Fund balance - ending (projected)				
Assigned				
3 months working capital	268,067	268,067	268,067	
Future fire mitigation clean-up	160,000	160,000	160,000	
Unassigned	1,371,654	1,371,654	644,236	
Fund balances - ending	<u>\$ 1,799,721</u>	<u>\$ 1,799,721</u>	<u>\$ 1,072,303</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, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 9,479	\$ 309,010	\$ 315,756	98%
Interest	2,016	9,194	-	N/A
Total revenues	<u>11,495</u>	<u>318,204</u>	<u>315,756</u>	101%
EXPENDITURES				
Debt service				
Principal	-	-	180,000	0%
Interest	-	62,713	125,425	50%
Total debt service	<u>-</u>	<u>62,713</u>	<u>305,425</u>	21%
Other fees & charges				
Property appraiser & tax collector	188	7,426	11,512	65%
Total other fees & charges	<u>188</u>	<u>7,426</u>	<u>11,512</u>	65%
Total expenditures	<u>188</u>	<u>70,139</u>	<u>316,937</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	11,307	248,065	(1,181)	
Fund balances - beginning	539,493	302,735	268,603	
Fund balances - ending	<u>\$ 550,800</u>	<u>\$ 550,800</u>	<u>\$ 267,422</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, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 17,280	\$ 807,353	\$ 827,957	98%
Interest	3,539	11,086	-	N/A
Total revenues	<u>17,663</u>	<u>818,439</u>	<u>827,957</u>	99%
EXPENDITURES				
Debt service				
Principal	-	-	693,000	0%
Interest	-	62,386	124,773	50%
Total debt service	<u>-</u>	<u>62,386</u>	<u>817,773</u>	8%
Other fees & charges				
Property appraiser & tax collector	146	11,032	17,146	64%
Total other fees & charges	<u>279</u>	<u>11,032</u>	<u>17,146</u>	64%
Total expenditures	<u>279</u>	<u>73,418</u>	<u>834,919</u>	9%
Excess/(deficiency) of revenues over/(under) expenditures	17,384	745,021	(6,962)	
Fund balances - beginning	912,171	205,207	671,058	
Fund balances - ending	<u>\$ 950,228</u>	<u>\$ 950,228</u>	<u>\$ 664,096</u>	

Mediterra CDD

2024 Operations Financial Impact Analysis

5.7.24

<u>Operations Account</u>	<u>Budget</u> <u>FY 2024</u>	<u>Encumbered</u> <u>FY 2024</u>	<u>Variance</u> <u>FY 2024</u>	<u>Notes</u>
Lake Maintenance Contract	\$ 220,000	\$ 392,135	\$ (172,135)	
Other Contract Services	\$42,500	\$ 37,530	\$ 4,970	Cane Toad Removal/ Water quality testing/Lake 52 Bacteria Applications
Aqua/cut backs/pipe cleanout	\$ 100,000	\$ 53,700	\$ 46,300	ROV Pipe Inspections & clean out projects
Conservation area fire mitigation	\$ -	\$ -	\$ -	
Fuel Load reduction right of ways	\$ 129,000	\$ 215,011	\$ (86,011)	Agenda item for May
Lake Bank - Erosion Repairs	\$ 75,000	\$ 115,947	\$ (40,947)	Lake 6 and Lake 13 + Lakes 15, 22 & 43
Electricity	\$ 35,000	\$ 3,135	\$ 31,865	
Capital Outlay: nature-trail	\$ 100,000	\$900	\$ 99,100	Priority Marketing Resident Survey balance due
Aeration Repairs and replacements	\$ 25,760	\$ 45,998	\$ (20,238)	
	\$ 727,260	\$ 864,356	\$ (137,096)	

Mediterra Breakdown May 7, 2024

Summary:

Water Management/Contract Services:

Contract Services Lake & Wetland	\$349,365.00 (expires 10/31/25)
Initial Cleanup (Superior)	\$ 31,500.00 (Superior Waterway)
Monthly Maintenance Services	\$ 7,500.00 (Superior Waterway Oct. Services)
Lake 57 Removal of Cabbage Palm	\$ 295.00 (Lake Bank removal)
GC Hole #6 North Dead Pine Trees	\$ 1,300.00
Conservation 4AS Dead Pine Trees	\$ 1,750.00 (Cintron completed 2.14.24)
Conservation 4-B Dead Pine/Palm	\$ 425.00 (Cintron)

Other Contract Services:

Cane Toad Removal Project	\$ 19,650.00 (expires 11/30/24)
Water Testing	\$ 12,180.00
Lake 52 bacteria applications	\$ 5,700.00

Aqua/cutbacks/pipe inspections/cleanout:

Annual Pipe Cleanout Project	\$53,700.00
Pipe Repairs	\$
Littoral Plantings Project	\$

Lake Bank Erosion Repairs:

Bank Restoration	\$16,475.00 (Lakes 13 & 6)
Bank Restoration	\$99,472.00 (Lakes 15, 22 & 43)

Other Contract Services:

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.

Water Testing/Sampling of four outfall ponds (Lake-24, Lake 35, L-37, L-52 & L-55) performed during the month of September (wet season); and February thru May (dry season).

Aqua/cutbacks/pipe inspections/cleanout:

Note: Annual Pipe Inspections and cleanout: Includes \$48,200 for ROV inspections of all pipes and executed on December 7, 2023. Plug and dewatering of connecting pipe Lake 6 to Lake 1 (structures 246

& 247) \$4K; as well as removal of bricks from Lake 21 structure 53 \$1,500.00 and completed on December 14, 2023.

Fuel Load Reduction Of Right of Ways:

\$215,011 quote submitted by EarthBalance discussed during the April 17, 2024 Board meeting; and is an agenda item for Board's discussion/consideration during the May meeting.

Lake Bank Erosion Repairs:

Note: Bank Restoration/Sod Installation of Lake 13 (\$4,250.00) and completed November 6th. Bank Restoration/Sod Installation of Lake 6 (\$12,225.00).

Note: Bank Restoration/Sod Installation for Lakes 15, 22 & 43 approved April 17, 2024 and to be completed by MRI Construction.

Aeration Repairs:

Inspection Report Submitted 7/23	\$17,067.00
Inspection Report Submitted 11/2023	\$14,736.00
Aeration Repairs Submitted 1/24	\$ 1,175.00
Aeration Repairs Submitted 1/24	\$ 1,525.00
Aeration Repairs Submitted 3/24	\$11,495.00 (repairs in progress)

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 17, 2024 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:

Kenneth Tarr	Vice Chair
Vicki Gartland	Assistant Secretary
Mary Wheeler	Assistant Secretary
John Henry	Assistant Secretary

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Jared Brown	District Engineer
Tammy Campbell (via telephone)	McDimit Davis
Mike Radford	MRI Inspection, LLC
Rodney Yarnell	MRI Inspection, LLC
Jesse Yarnell	MRI Inspection, LLC
Christine Earls	Resident
Alan Gropp	Resident
Terry Marrs	Resident
Ronnie Antik	Resident
Stephen Light	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:00 a.m. Supervisors Tarr, Gartland, Wheeler and Henry were present. Supervisor Greenberg was not present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes)

Mr. Tarr stated that, as Vice Chair, he will conduct the meeting today, in the Chair's absence. As several residents are in attendance, he would like to address items of interest to residents immediately. Brendisi residents are in attendance regarding two trees; Mr. Adams will make an announcement regarding that matter.

43 Mr. Adams recalled discussion at the last meeting about a dead Slash Pine and a palm
44 tree on the edge of a preserve entering Brendisi that is suspected of having Ganoderma. The
45 landscape experts confirmed that the palm has Ganoderma. A contract was signed to remove
46 the palm tree and install sterilized soil in the hole; the tree will also be cut down. It was noted
47 that the trees were cut down this morning.

48 Resident Christine Earls asked if the CDD will take financial responsibility for the palm
49 tree and Brendisi will take responsibility for the pine tree. Mr. Adams replied affirmatively; the
50 palm tree was diseased and the pine tree was cut down for aesthetic reasons. The palm tree
51 removal comprised most of the \$1,800 cost; Brendisi will receive an invoice for approximately
52 \$400 for the pine tree.

53 Resident Ronnie Antik stated she is meeting with the MCA. She asked if the CDD is
54 involved with the water quality of the lakes. Mr. Tarr stated that water quality will be discussed
55 during the Ninth Order of Business.

56

THIRD ORDER OF BUSINESS

Chairman’s Comments

58

59 The Vice Chair commented during the Second Order of Business.

60

FOURTH ORDER OF BUSINESS

**Presentation of Mediterra Community
Development District’s Draft Audited
Annual Financial Report for the Fiscal Year
Ended September 30, 2023, Prepared by
McDirmitt Davis**

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67 Mr. Tarr stated he reviewed the Draft Audit and found that the areas highlighted in
68 yellow are the same areas that were highlighted in the prior year’s audit. He thinks the audit
69 seems to present a “clean bill of health” for the CDD and asked Ms. Campbell if there is
70 anything specific she would like to discuss.

71 Ms. Campbell stated the CDD received an unmodified opinion, which is the best type of
72 opinion, with no current or prior year management comments related to improvements
73 needed for financial controls.

74 Mr. Adams noted that the audit appears in Draft form so that the Auditor can
75 incorporate any comments provided by the Board.

76 Mr. Henry had a few very minor suggestions. Referring to Page 9, Mr. Henry asked if a
77 total should be added to the “Total liabilities and fund balances” line item. Ms. Campbell stated
78 part of that is a result of the reconciliation of totals; an additional total can be added where it
79 seems to be missing. In Mr. Henry’s opinion, that would make the audit clearer.

80 Mr. Henry asked if the “Variance with Final Budget Positive (Negative)” column on Page
81 12 is meant to characterize positive as good and negative as bad. Ms. Campbell replied
82 affirmatively. Mr. Henry suggested changing the heading to “Variance with Final Budget
83 Favorable (Unfavorable)” to avoid confusion with regard to positive numbers and negative
84 numbers. Ms. Campbell stated that change can be made.

85 Referring to the “Specific Information (Unaudited)” section on Page 23, Mr. Henry asked
86 if the Supervisors are employees or independent consultants. Mr. Adams stated Supervisors are
87 not employees of the CDD.

88 Asked why Supervisors receive a W2 rather than a 1099, Ms. Campbell believes that is a
89 payroll tax matter. City Commissioners and Supervisors are not considered employees. If a
90 Management Company hires employees to be paid by the CDD, those would be employees.

91 Referring to the “Specific Information (Unaudited)” section on Page 23, Mr. Tarr noted
92 that Item b increased from three last year to seven this year, and Item d increased from
93 \$13,508 last year to \$126,542 this year. He voiced his belief that, in the “Reporting
94 Requirements” section on the same page, the month should be highlighted in yellow. Ms.
95 Campbell stated it will be updated with today’s date, if all changes are submitted.

96 Discussion ensued regarding Note 6, related to the Maintenance Service Agreement
97 between the CDD and the Mediterra Community Association, Inc. (MCA).

98 The Board and Staff appreciated the auditors’ expert preparation of the Report.

99 Mr. Willis stated he looked up the tax question raised earlier and, per Section 3401 of
100 the tax code, government officials are employees for tax withholding purposes only.

101 Mr. Tarr thanked Ms. Campbell and Staff for their hard work.

102

103 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-03,
Hereby Accepting the Audited Financial
Report for the Fiscal Year Ended
September 30, 2023**

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On MOTION by Mr. Henry and seconded by Ms. Wheeler, with all in favor, Resolution 2024-03, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

SIXTH ORDER OF BUSINESS

Update: Aquatics Report - April 2024

A. Consideration of Lake Bank Restoration Proposals/Estimates

I. Anchor Marine Services, Inc. Proposal #2320

II. Crosscreek Environmental, Inc. Estimate #11131

Mrs. Adams distributed M.R.I. Construction, Inc. (MRI) Proposal #460.

Ms. Gartland asked what the last three pictures in the agenda depict. Mr. Willis stated those are before and after photos of geotube installations.

Mr. Tarr noted that no Anchor Marine or Crosscreek Environmental (Crosscreek) representatives are present. Three representatives from MRI are in attendance.

Mr. Tarr observed that Johnson Engineering proposals compare apples to apples. In this case, there is some agreement regarding the number of linear feet to be remediated and two proposals address slope but one does not. He discussed three other recent lake bank remediations in the CDD and stated he believes that the lakes are one of the Mediterra's Crown Jewels. He asked the District Engineer to explain the 4:1 slope and who enforces it, whether the County permits it and how lake bank remediations should be measured. He asked about measurement equipment. He voiced his opinion that the lake bank on Lake 13, by the Clubhouse, does not look like a 4:1 slope; rather, it appears at a very acute angle. He noted that the proposals include Lake 22, which has a man-made berm not indicated for remediation, but the other two lakes are golf course lakes with only remediation scheduled behind the houses.

Mr. Jared Brown, of Johnson Engineering, stated he will address the questions. In response to the question of who will be the CDD's regular District Engineer, Mr. Brown stated that is still being determined due to the retirements of Mr. Tilton and Mr. Burford. It will likely be Mr. Mark Sorenton, previously of Collier County Stormwater. Mr. Brown stated the 4:1 slope is established by the South Florida Water Management District (SFWMD), Collier County and Lee County. Slopes can be steeper on golf courses according to the permit; however, additional maintenance and stabilization are needed to hold the slope in that position. It is not typically viable to install steeper slopes behind homes without an actual seawall, due to maintenance

141 issues and damage to pool cages and driveways resulting from erosion. The minimum slope is
142 4:1, measured from the top of the bank down to the break point below the water level.

143 Mr. Brown discussed the technicalities of measuring the slopes.

144 Mr. Willis stated he determined which lakes need remediation based on his experience,
145 having viewed hundreds of lakes. Mr. Brown stated that many areas have obvious issues.

146 Mr. Tarr suggested the Board consider whether to engage Johnson Engineering to
147 review all the lake banks before the first draft of the proposed Fiscal Year 2025 budget is
148 prepared next month.

149 Mrs. Adams stated the Lake Audit is scheduled for June on the Key Activity Dates.

150 Discussion ensued about the importance of maintaining the lakes, potential to incur
151 significant costs due to the number of CDD lakes, and the need to avoid unnecessary repairs.

152 Mr. Brown discussed the way of identifying recommended remediations and prioritizing
153 potential safety issues, such as escarpment and drop-offs. Mrs. Adams stated those are
154 identified during the annual Lake Audit. Mr. Willis stated that, whenever issues are identified,
155 he presents them to the District Managers to be considered for lake bank recommendation.

156 Mr. Tarr suggested Johnson Engineering draft the specifications for future lake bank
157 remediations. The Board Members were in agreement.

158 Ms. Wheeler expressed support for adhering to the 4:1 slope in villa neighborhoods,
159 where there is not much distance between the lanai screen and the lake bank, given that
160 erosion can affect lanai screens.

161 Mr. Willis stated that, during the Lake Audit, Staff also looks for possible causes of
162 erosion. This year, three CDD notification letters were sent to advise homeowners of repairs or
163 mitigation they need to perform. One letter was also sent to notify homeowners about their
164 discharge of pool water without first dechlorinating the water. He noted that homeowners are
165 responsible for repairing damage they cause to CDD lake banks.

166 Noting the different total linear feet included in each proposal, Mr. Tarr asked how the
167 Board should address proposals that do not agree as to how much remediation must be done.

168 Mr. Willis stated that he provided the linear feet in the scope of work provided to the
169 vendors; bids outside of those figures represent each bidder's professional estimation of what
170 is needed to do the job. He stated the lakes are evaluated annually, during the Lake Audit, and
171 noted that his recommendations are based on slope and safety concerns, not aesthetics. Mrs.
172 Adams stated the only aesthetic remediation the CDD does is planting littorals.

173 The Board and Staff discussed the proposals and expressed support for Johnson
174 Engineering providing a recommendation. Mr. Willis stated Johnson Engineering was involved
175 from the beginning and determined the scope of repairs needed during the Lake Audit but did
176 not review the proposals.

177 Mr. Tarr asked if any geotubes are being used in the CDD. Mr. Adams replied
178 affirmatively; it was noted that Anchor Marine installed geotubes on the golf course.

179 Discussion ensued regarding the Anchor Marine and Crosscreek proposals, geotube
180 remediation methods and whether geotube can achieve a 4:1 slope.

181 Mr. Brown stated he is not familiar with Enkamat. Mr. Tarr stated it has been in use for
182 50 years. Mrs. Adams stated it has not been used in the CDD but it seems to be a good product.

183 Use of cocomat and sod, with geotubes, was discussed.

184 Mr. Radford, of MRI presented Proposal #460 and responded to questions. He discussed
185 why he did not recommend geotube; in his experience, geotube has not been favorable.

186 Mr. Willis stated that the “non surveyed” linear feet to be remediated are as follows:
187 Lake 15 was 550 feet; Lake 22 was 655 feet; and Lake 43 was 800 feet. These non-surveyed
188 measurements were taken by marking ground distances and using the GIS system.

189 Ms. Wheeler discussed her concerns about geotube and expressed support for the
190 Enkamat and riprap. Mr. Radford stated riprap can only be used sparingly due to restrictions.

191 Mr. Radford described the Enkamat solution, which is designed to be installed to the
192 control level and underneath the sod. No irrigation work is included in the proposal; if irrigation
193 pipes are already exposed from erosion, repairs would be required. Existing irrigation heads will
194 not be covered; Enkamat will be cut around existing irrigation heads. Sod damaged by
195 equipment at access points will be replaced by one of two Floratam sod subcontractors.

196 Discussion ensued regarding the need for MRI to use the easement at Lake 22, should
197 the contract be awarded.

198 Ms. Wheeler noted that the homeowner owns 7.5’ out from their home; any plants
199 overhanging that distance will be cut back by the landscaper. Mr. Radford stated the excavators
200 and small equipment have narrow tracks without heavy footprints.

201 Discussion ensued regarding a previous pipe repair performed by MRI, in Padova, in
202 which a backhoe was used for heavy boulder removal with exceptional results.

203 Mr. Henry noted that the MRI bid is the lowest; the method proposed is different than
204 the geotubes, from a technological perspective, and it would be the first time deployed in the

205 CDD. He voiced his opinion that it sounds like there are many advantages to the new
206 technology, as described. Given that the Board might like to see how it works, he would be
207 comfortable awarding the project to MRI, provided Staff agrees.

208 Ms. Wheeler expressed her agreement.

209 Mr. Tarr noted that Crosscreek proposes installing perimeter aquatic plants. Mr. Willis
210 stated that was not requested as part of the scope of service.

211 Mrs. Adams stated that the CDD’s littorals are installed by EarthBalance.

212 Ms. Willson will prepare a form of the CDD’s standard Agreement.

213 It was noted that the proposal and the CDD Agreement comply with E-Verify
214 requirements and that no time or penalty clauses are anticipated.

215 Discussion ensued regarding work beginning in mid-May, or earlier, weather permitting.

216

217 **On MOTION by Mr. Henry and seconded by Ms. Wheeler, with all in favor,**
218 **M.R.I. Proposal #460, in the amount of \$99,472, was approved.**

219

220

221 Mr. Tarr asked for an update regarding video inspection of the pipes. Mr. Radford stated
222 one camera malfunctioned and it was sent for repair; as soon as it returns, the inspection will
223 be completed. He believes 40% to 60% of the inspection was completed and no broken pipes
224 were found but some items that can be managed with routine maintenance were identified.

225 Ms. Wheeler asked why MRI did not initially submit a proposal. Mrs. Adams stated that
226 Staff did not ask MRI to submit a bid because they were aware that MRI does not install
227 geotube; up until this point, MRI has only performed lake bank restoration utilizing riprap.
228 When asked for a proposal, MRI submitted today’s proposal on short notice.

229

230 **SEVENTH ORDER OF BUSINESS**

Discussion: Responses to RFP for Right-of-Way Fuel Load Reduction

231

232 **A. RFP Package**

233 This item was included for informational purposes.

234 **B. Summary of Proposals**

235 The Board and Staff discussed the Summary of Proposals.

236 Mr. Tarr stated he reviewed the meeting minutes from last year and determined that
237 EarthBalance bid \$174,650 last year. Mr. Brown stated his understanding that the bids were
238 updated. Mrs. Adams stated it would be helpful to include the proposal dates in the future.

239 The consensus was to not engage SOLitude, given recent performance issues.

240 Mr. Tarr noted that, even with the updated proposal and increased price, EarthBalance
241 is significantly lower than Superior Waterway.

242 Mr. Adams noted that EarthBalance also has the shortest completion time.

243 Mr. Tarr noted that the Request for Proposals (RFP) pertains to roadway only and that
244 Section 2.1.3 refers to removal of dead and diseased trees within 60' of residential property,
245 but the project does not pertain to residential property.

246 Mr. Adams stated that leftover language and bad dates in the RFP need to be revised.
247 The RFP dates include numerous instances in which the dates are incorrectly shown as 2023,
248 including the RFP cover page.

249 Mr. Tarr noted that it is currently in dry season so, in order to proceed, an approval is
250 needed today.

251 Mrs. Adams stated that the summary sheet includes more work than the scope of
252 service calls for. She suggested approving a not-to-exceed amount and authorizing Staff to
253 revisit the specifications and request updated bids.

254 Mr. Adams stated it would have been helpful to have the proposals for review. He
255 concurred with Mrs. Adams and suggested the not-to-exceed be set at the amount bid by
256 EarthBalance.

257 Discussion ensued regarding removal of the boots from the Sabal palm trees.

258 Ms. Willson stated that this contract contemplates specialized work that is not normal
259 maintenance; as such, it will proceed as a Contractual Services Contract that does not exceed
260 the \$195,000 maintenance sealed bid threshold requirement.

261 Ms. Gartland stated her belief that, when last discussed, this project pertained to only
262 Castellano Way. Mrs. Adams noted that the map included depicts the cleanup done every three
263 years; it is the wrong map for this project. Mr. Tarr stated that raises a question as to whether
264 to complete all the roadways now. Ms. Gartland asked if all the roads need it. Ms. Gartland
265 recalled that the concern was that Castellano Way is the only exit. She expressed concern about
266 the cost, given the budget.

267 The consensus was to limit the scope to Castellano Way and roadways providing one-
268 lane ingress and egress.

269 Mr. Brown will revise the scope of service and request updated bids.

270 This item will be considered at the next meeting.

271 Mr. Tarr asked if a permit is needed for the lake repairs. Mr. Brown stated that Collier
272 County treats lake maintenance as maintenance activity; unless sea walls are being installed or
273 the shape of the lake is being altered, a permit is not necessary. Lee County requires a
274 Development Order for most all maintenance activity. The entire project is in Collier County. He
275 recommended shifting the burden of permits to the contractor.

276 Mr. Tarr voiced his opinion that, going forward, the District Engineer should be involved
277 in the technical side of such maintenance.

278

279 **EIGHTH ORDER OF BUSINESS**

Discussion:

280

281 **A. News and Notes Regarding Lakes, Finances, Fire Suppression and Board Elections**

282 **B. Memorandum Regarding Florida Sunshine Law and Elections/Candidate Discussion**

283 Mr. Tarr recalled that there has only been one contested election in the history of the
284 CDD; this Board and the predecessor Board have not made it a practice of doing more than is
285 required by Statute regarding notification. He feels that it is reasonable to inform residents that
286 one Supervisor does not plan to run for reelection and provide the election information and the
287 website.

288 Ms. Wheeler believes that interested candidates will have their own initiative to
289 investigate the website and come to CDD meetings. She supports transparency by posting the
290 vacancy on the website and referring candidates to contact Tallahassee.

291 Mr. Adams stated that acknowledgment was memorialized by Resolution; he suggested
292 including the Resolution and the required advertisement under “District News” on the home
293 page of the website so that interested candidates can easily access the information about the
294 seats up for election in the November 2024 General Election.

295 Mr. Tarr noted that Form 1 must now be filed electronically. He voiced his opinion that
296 the website explains it well and the Board Members should not attempt to explain it.

297 Mr. Adams stated he will forward the Memorandum explaining the requirements and
298 processes. He noted that the candidate qualifying period to run for election in the November
299 2024 General Election is noon, June 10, 2024 to noon, June 14, 2024.

300 Ms. Willson stated that candidate qualification is done with the Supervisor of Elections
301 in the appropriate County.

302 Ms. Gartland expressed support for providing an update to residents regarding the lakes
303 and the upcoming election and volunteered to draft it.

304 Discussion ensued regarding inclusion of water quality testing and the nature walk.

305 Mrs. Adams stated that the discussion of water quality testing will be deferred to the
306 next meeting, as the results that were just received have not yet been reviewed.

307 Asked if the proposed Fiscal Year 2025 budget will be discussed at the next meeting,
308 Mrs. Adams replied affirmatively.

309 This item will remain on the agenda.

310 Mr. Tarr asked if the proposed Fiscal Year 2025 budget will include the fire reduction
311 three-year cycle behind the houses. Mr. Adams stated that Fiscal Year 2025 will be the third
312 year of collection for that item; funds will be in hand in December 2024 or January 2025, so the
313 work can be done in the spring of 2025. Funds have been reserved each year.

314 Referring to Page 2 of the Unaudited Financials, Mr. Adams stated that \$160,000 of the
315 projected \$240,000 expense is reserved in the "Future fire mitigation clean-up" line item. Mr.
316 Tarr voiced his belief that no expense item was included in the Fiscal Year 2024 budget and
317 expressed doubt that the project can be done for \$240,000. Mr. Adams explained it is not
318 expensed; fund balance is set aside each year for the project.

319 Mr. Tarr recalled that, at the previous meeting, it was noted that two Supervisors may
320 casually chat about two individuals to be included on the ballot without violating the Sunshine
321 Law. Ms. Willson stated that is correct, unless the intent is to take it to the Board to get some
322 sort of endorsement or Board action.

323 Mr. Tarr stated that Supervisors Gartland and Henry indicated that they intend to run
324 again in the upcoming General Election.

325 The consensus was to discuss potential candidates.

326 Mr. Tarr stated that Mr. Stephen Light is very interested in running for the CDD Board.
327 He has served on the MCA Board for a number of years and he is a full-time Florida resident.

328 Ms. Gartland expressed support for limiting discussion of interested candidates to
329 general information about which candidates are interested in serving on the Board. She does
330 not feel that the Board should promote any candidates. She noted that one potential candidate
331 will not run due to the required financial disclosures.

332 Ms. Wheeler stated that she understands the concerns about financial disclosures.

333 The consensus was that requiring CDD Board Members to disclose net worth could
334 cause Supervisors to resign. Mrs. Adams stated that opinion is prevalent among CDD Board
335 Members.

336

337 **NINTH ORDER OF BUSINESS**

Discussion/Update: Water Quality Testing

338

339 This item was deferred.

340

341 **TENTH ORDER OF BUSINESS**

**Continued Discussion/Update: Nature Trail
and Boardwalk**

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343

344 Ms. Gartland motioned to defer this item indefinitely.

345 Mr. Tarr voiced his opinion that, given world events and difficulty obtaining property
346 insurance, building an amenity that, in his opinion, would be used by a small number of
347 residents would be frivolous.

348 Ms. Gartland stated in addition, the upcoming Fiscal Year 2025 budget items, including
349 lake bank restoration and fire mitigation, are a big consideration.

350 Mr. Henry agreed and stated he was most skeptical about the nature trail from the
351 beginning. He is troubled by the money that was spent on the project with no benefit from it.
352 He does not believe the project will be resurrected and stated he accepts it.

353 Ms. Wheeler voiced her belief that the Board should put a stop to consideration of a
354 nature trail now and expend no more on it.

355 Discussion ensued regarding whether to include the decision in the upcoming update to
356 the community.

357 Mr. Henry noted that such an update confirms what has already been communicated.
358 The wording of the motion was amended to state that the Board decided not to pursue the
359 nature trail at this time.

360

On MOTION by Ms. Gartland and seconded by Mr. Henry, with all in favor, the Board's decision not to pursue the nature trail at this time, was approved.

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365 **ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of February 29, 2024**

366

367

- 368 • **2024 Operations Financial Impact Analysis**

369 • **Breakdown/Summary Report**

370 Mr. Tarr stated that \$75,000 was budgeted for lake bank erosion repairs but just under
371 \$17,000 has been spent so far. He noted that significant funds are set aside for the nature trail
372 but only \$900 has been spent this year. In his view, rather than the nature trail, the funds can
373 be used for the three lake banks.

374 Ms. Gartland asked if the areas for repair and replacement should be increased or if it
375 was an anomaly. Mrs. Adams believes it was an anomaly; she just updated the Fiscal Year 2025
376 budgeting spreadsheet and it will be presented at the next meeting.

377 Mr. Tarr supports increasing the amount budgeted for cutbacks behind homes.
378

379 **On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, the**
380 **Unaudited Financial Statements as of February 29, 2024, were accepted.**

381
382
383 **TWELFTH ORDER OF BUSINESS**

Approval of March 20, 2024 Regular Meeting Minutes

384
385
386 Mrs. Adams presented the March 20, 2024 Regular Meeting Minutes.

387 The following change was made:

388 Line 240: Delete “do”
389

390 **On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor,**
391 **the March 20, 2024 Regular Meeting Minutes, as amended, were approved.**

392
393
394 **THIRTEENTH ORDER OF BUSINESS**

Staff Reports

395
396 **A. District Counsel: Kutak Rock LLP**

397 Ms. Willson stated that Supervisors should have received a communication related to
398 Legislative changes. Further updates will likely be provided at the next meeting.

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

400 • **Update: Permit Extension – Phase 3 East Stormwater Pond 74**

401 Mr. Brown stated that the Governor extended the Hurricane Ian exemption again; the
402 last time he checked, an additional two years were added. He believes that including the
403 extension over four years remain. He will provide the exact date to Mrs. Adams.

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

405 Mrs. Adams stated she distributed an updated lake report in Mr. Sheeran’s absence, as
406 he was unable to attend today due to a conflict. Staff will forward any questions to Mr.
407 Sheeran. Asked if Staff is happy with the service provided, Mr. Willis replied affirmatively and
408 noted that he meets with technicians regularly and he thinks they are doing a nice job. Asked
409 about the lake bank cleanup following SOLitude’s termination, Mr. Willis estimated that the
410 project is 85% complete. The focus now is on littoral shelves that have been allowed to grow
411 wide. Mrs. Adams stated they will really be able to tell progress during the annual Lake Audit.
412 Mr. Willis noted that the Lake Audit will be conducted in June.

413 Mr. Brown stated that he and some others from Johnson Engineering will conduct a
414 paving assessment today; this is in conjunction with the MCA and not part of the CDD’s
415 contract.

416 • **NEXT MEETING DATE: May 15, 2024 at 9:00 AM [Presentation of Fiscal Year**
417 **2024/2025 Proposed Budget]**

418 ○ **QUORUM CHECK**

419 Supervisors Wheeler, Tarr, Henry and Gartland confirmed their attendance at the May
420 15, 2024 meeting.

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

422 • **Key Activity Dates Report**

423 The April 2024 Key Activity Dates Report was included for informational purposes.

424 Ms. Wheeler asked what the “Wetland Maintenance” consists of. Mrs. Adams stated
425 that is when the EarthBalance wetland maintenance crew sprays for invasives.

426 Mr. Tarr asked why a report is not received. Mrs. Adams stated that reports are not
427 required for routine maintenance. Asked how the CDD knows that work was done, Mrs. Adams
428 stated the SFWMD conducts inspections and informs the CDD in the event of a problem. The
429 most recent report received from SFWMD was a good report.

430 Mr. Tarr asked for the Board to be made aware of those types of emails.

431 Ms. Gartland suggested that the information be included in the agenda for the next
432 meeting, rather than emailing it.

433 With regard to the Annual Financial Report, Mr. Tarr asked if Mr. Wrathell is the
434 Treasurer. Mr. Adams replied affirmatively and noted that Mr. Pinder, the Controller, is the
435 Assistant Treasurer. Mr. Tarr stated he sees no reason to require confirmation that it was

436 transmitted. Mr. Adams stated a link to the report will be posted to the CDD website as soon as
437 possible.

438 Ms. Gartland stated that the proposed Fiscal Year 2025 budget will be discussed in May
439 and it must be submitted by June 15th. She noted that allows one meeting to develop a good
440 draft and asked if amendments can still be made in June.

441 Mr. Adams replied affirmatively. The only time-sensitive issue would arise if an
442 assessment increase is necessary.

443

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

445

446 Regarding Item 14, Mr. Tarr noted that action is not necessary immediately, given that
447 the lake management contract will not be renewed for another year. Mr. Adams stated the
448 amount related to Preserve Fuel Reduction will likely be subject to the bidding process. He
449 noted that Ms. Willson developed Evaluation Criteria; these can be reviewed and adjusted as
450 desired.

451 Discussion ensued regarding the likely cancellation of the December meeting.

452 The consensus was to include this item on the October agenda.

453 Item 21 will be marked completed, since a link will be provided to homeowners.

454 Item 26 was completed.

455 Item 15 will be deleted entirely.

456

457 **FIFTEENTH ORDER OF BUSINESS** **Old Business**

458

459 There was no old business.

460

461 **SIXTEENTH ORDER OF BUSINESS** **Supervisors' Requests**

462

463 Mr. Tarr reiterated that he would like to see a copy of the Agreement with the MCA. Mr.
464 Adams stated he will address the request.

465 Mr. Tarr believes the Board has not reviewed insurance coverages in years and asked for
466 it to be included on the next agenda.

467 Mr. Henry stated he would like to learn more about the littorals around the lake. Mr.
468 Willis stated he emailed photographs and a brochure from the SFWMD. Mr. Henry stated he
469 had a conflict during the Lake Audit. Mr. Willis stated when he confirms his next property tour

470 with Mr. Sheeran, he will contact Mr. Henry. Ms. Gartland indicated that she would also like to
471 attend to see a few visual examples of littorals. Mrs. Adams reminded the Supervisors to attend
472 separate property tours. Mr. Adams stated that pickup and dropoff can be arranged at golf
473 holes for convenience.

474 Discussion ensued regarding the Sunshine Law and scheduling individual tours versus
475 scheduling a workshop.

476 Ms. Willson stated, in an abundance of caution, she recommends scheduling a
477 workshop if Supervisors intend to tour together and have discussion, due to the possibility that
478 specific rather than educational discussions might arise.

479 Discussion ensued regarding Sunshine Laws, Zoom meetings and quorum requirements.

480 Mr. Tarr asked if anyone has proposed changing the Statute such that Board Members
481 attending meetings electronically would count towards the quorum requirements. Ms. Willson
482 stated she will research and advise.

483 Ms. Wheeler asked how Supervisors are held accountable for the new ethics continuing
484 education requirements. Ms. Willson stated that completion of the calendar year 2024 course
485 requirement will be reported by checking a box on Form 1 when filing it in 2025. She
486 recommended that Supervisors keep records of the dates and courses completed; this
487 information can also be sent to the District Manager for recordkeeping purposes. No other
488 documentation is provided to the State other than checking the box on Form 1.

489 Mr. Tarr recalled that the CDD agreed to pay for the least expensive course, which he
490 thinks would serve as documentation. Ms. Willson agreed. She recommended taking detailed
491 notes of completion of the course and including them in the email to the District Manager.

492 Mr. Tarr asked if he can submit Form 1 this week. He asked how Supervisors will be
493 notified of when Form 1 is due. Ms. Willson thinks it will be via email; she will find out.

494

495 **SEVENTEENTH ORDER OF BUSINESS**

Public Comments (3 minutes per speaker)

496

497 There were no public comments.

498

499 **EIGHTEENTH ORDER OF BUSINESS**

Adjournment

500

501 **On MOTION by Ms. Wheeler and seconded by Ms. Gartland, with all in favor,**
502 **the meeting adjourned at 11:14 a.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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MEDITERRA COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 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 18, 2023	Regular Meeting	9:00 AM
November 15, 2023 CANCELED	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** <i>rescheduled to June 20, 2024</i>	Regular Meeting	9:00 AM
June 20, 2024	Regular Meeting	9:00 AM
August 21, 2024	Public Hearing & Regular Meeting	9:00 AM

Exceptions

*December meeting date is two (2) weeks earlier to accommodate the holidays.

**June meeting date is one (1) week earlier to accommodate the Juneteenth holiday.

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

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MEDITERRA CDD

Key Activity Dates

Updated: May 2024

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.	2/24 thru 11/2024
Wetland Maintenance	SOP	N/A	Wetland Maintenance as required by SFWMD is to be performed at a minimum of two times per year.	Feb./May/ August 2024
Lake & Wetland Contract	SOP	N/A	Executed Contract Agreement with EarthBalance for Lake and Wetland Services. Includes an automatic second year renewal unless the Board considers terminating.	11.1.23 thru 10.31.24
Elide Fire Extinguishing 4" Ball (Standard Bracket) Phase I Project	SOP	N/A	Elide Fire USA Extinguishing 4" Ball - Are no longer in production.	2/2023 install date
Elide Fire Extinguishing 6" Ball (Standard Bracket) Phase II Project	SOP	N/A	Staff purchased (1) 6" Fire Ball which does not fit in the remaining (34) cabinets. Will revisit cabinets when in need of replacing for a larger cabinet.	TBD
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 provide in their May agenda package for Board's consideration/approval. 2023 Audit provided in the April agenda.	April Agenda Item and Due 5/1/2025
Proposed Budget May 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.	May agenda item and due 6/15/2024

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.	7/1/2024 draft notice to Chairman & 7/7/24 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.	9/15/2024
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2024
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.	10/1/2024
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)	10/15/2024
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	11/30/2024
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.	12/3/2024
Laptop @ MCA	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)	4/15/2025
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. 2024: ROV Inspecting of all pipes/outfall structures.	To commence March 21, 2024
Water Testing/Sampling	SOP	N/A	Testing & Sampling of four outfall ponds (Lake - 24, 35, 37, 52 & 55) performed during the month of September (wet season); and February thru May (dry season).	September & February thru May annually
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. This is an August agenda item.	May/June 2024
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	6/1/2024
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
Ethics Training for Special District Supervisors	112.3142 requirements applied 2024		Supervisors will be required to complete four (4) hours of training each calendar year. For those seated on or before March 31, 2024, the four hours of training must be completed by December 31, 2024. For new Supervisors seated after March 31, 2024, training must be completed by December 31, 2025. Ethics Training Website: https://ethics.state.fl.us/Training/Training.aspx	12/31/2024
Form 1 Filing - Statement of Financial Interest			Beginning January 1, 2024, Form 1 will no longer be filed with your local Supervisor of Elections office. Instead, all Form 1s will be filed electronically with the Commission on Ethics. https://ethics.state.fl.us/ . File by July 1st following each calendar year in which they hold their position.	7/1/2024 annually

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.	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).	

**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	Move "Completed" items 6 months or older from the date moved to completed to the 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. Brown	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.	Board 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 02/2024 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	11.16.22	ACTION	Include Mr. Greenberg in email chain if fire incident happens so he can alert the Board.	Mr. Bowden	X		
10	08.16.23	ACTION	Revisit Lake Audit Report and add ID to each Evaluation Sheet, as well as correct typo in the Memorandum.	Mr. Willis	X		
11	10.18.23	ACTION	Record Consent to Use of Easement Agmt w Club. 12.06.23: Agmt submitted to The Club for comments/execution.	Mr. Adams	X		
12	10.18.23	ACTION	Staff to adjust postage line item for FY 2024-2025 budget.	Mr. Adams	X		
13	12.06.23	ACTION/AGENDA	Meet w Anchor Marine. Get lake remediation proposals. 01.17.24: Deferred pending add'l proposals & District Eng approves specs, then share info. Do work after season; homeowners engaged contractors for preliminary work.	Mr. Willis	X		
14	01.17.24	ACTION	Develop evaluation criteria for bidding process.	Board	X		
15	02.21.24	BOTH	Publish RFP for fuel load reduction on ROW project.	Mr. Burford	X		

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
16	02.21.24	ACTION	Take ethics training by 12.31.24. \$49 online course approved.	Board	X		
17	02.21.24	ACTION	Provide Board w/ permit for Permit Extension–Phase 3 East Stormwater Pond 74.	Mr. Adams	X		
18	03.20.24	ACTION	Evaluate lakes for weeds/invasives, versus beneficial littorals.	Mr. Willis	X		
19	04.17.24	ACTION	Draft specs for future lake bank remediations.	District Eng	X		
20	04.17.24	ACTION	Draft update to residents: re lakes and upcoming election.	Ms. Gartland	X		
21	04.17.24	ACTION	Email Memo re: election requirements & process to BOS.	Mr. Adams	X		
22							
23							
24							
25							

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	03.15.23	BOTH	Prep Lake 71 fountain License Agmt, identify if Agmts for decorative fountains in CDD ponds exist. If not, identify ownership & process License Agmt. Add under Old Business. 04.19.23 Work w MCA/HOA on who owns & maintains License Agmts. Ms. Willson: Work w either to get executed. 05.17.23: Both talking w Mr. Bowden & Mr. George re: fountain ownership. More will be reviewed before Fountain Maintenance Agmts completed 08.16.23: MCA License Agmt in agenda for execution. Monterosso License Agmt is ongoing.	Mrs. Adams Ms. Willson		X	12.06.23
2	10.18.23	ACTION	Ask BLUE to match the lowest bid submitted of \$11,460.	Mr. Willis		X	12.06.23
3	10.18.23	ACTION	RFP verbiage changes to be made for future reference.	Mrs. Adams		X	12.06.23
4	10.18.23	ACTION	Proceed with BankUnited investment program.	Mr. Adams		X	12.06.23
5	10.18.23	BOTH	Get cost to ROV inspect all pipes. Add discussion to agenda.	Mrs. Adams		X	12.06.23
6	10.18.23	ACTION	Walk trail, produce video w voiceover; send before survey.	Willis/Tilton		X	12.06.23
7	10.18.23	ACTION	Ensure GIS maps updated & big maps printed for next mtg.	Mr. Willis		X	12.06.23
8	10.18.23	ACTION	District Engineer to provide report on Permit Extension.	Brown/ Tilton		X	12.06.23
9	10.18.23	ACTION	Mr. Nott, remove small trees atLake 57, no charge. Trees below shoulder height will be removed from the lake bank. 12.06.23: Quote requested from Crosscreek Environmental.	Mr. Willis		X	01.17.24
10	10.18.23	ACTION	Remove "Sources and Uses of Funds" from the spreadsheet.	Mr. Adams		X	01.17.24
11	12.06.23	ACTION	Discuss community standards w Crosscreek techs & Area Mgr.	Mr. Willis		X	01.17.24
12	12.06.23	ACTION	Locate lake measurements done about 10 years ago. If necessary, request it from Jared.	Mr. Adams		X	01.17.24
13	12.06.23	ACTION	Get Wetland Treatment schedule. Add to Key Activity Dates.	Mr. Willis		X	02.21.24
14	01.17.24	ACTION	Put Lake 1-S aerators on list of compressors being replaced.	Mrs. Adams		X	02.21.24
15	01.17.24	ACTION	Re-code expenditures under "Water management" such that the expenditure listed under "Contractual services" is coded under "Lake Maintenance".	Mrs. Adams		X	02.21.24
16	12.06.23	ACTION	Get quote to remove dead pine trees in Medici & palm tree stump at 15201 Medici Way. Consider Davie Tree if Cintron cannot do it. 01.17.24: Tree stump to be removed.	Mr. Willis		X	02.21.24

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
17	01.17.24	ACTION	Install anchor to floating drainage pipe into the lake on the opposite side of the lake from the coach homes, looking across the lake adjacent to #8 Green.	Mrs. Adams		X	02.21.24
18	01.17.24	ACTION	Report how many compressors the CDD has and how many are being replaced. Crosscreek's monthly Maintenance reports from the field to be sent 10 days in advance for inclusion in agenda package. 02.21.24: The CDD has 125 compressors; the oldest onsite are four from 2011.	Mrs. Adams		X	02.21.24
19	01.17.24	ACTION	Cintron to remove dead pine trees at 15228/15232 Medici Way. A revised quote to flush cut was requested.	Mrs. Adams		X	02.21.24
20	01.17.24	ACTION	Provide update regarding CrossCreek proposal for installation of fireballs & whether it is still possible to purchase them directly from the manufacturer.	Mrs. Adams		X	03.20.24
21	02.21.24	ACTION	Send a photograph of bacopa to Board Members.	Mr. Willis		X	04.17.24
22	02.21.24	ACTION	Send the educational brochure re: littorals to Board Members	Mr. Willis		X	04.17.24
23	02.21.24	ACTION	Research Attorney General opinions related to whether Supervisors can discuss possible candidates for upcoming elections without violating the Statute.	Ms. Willson		X	04.17.24
24	03.20.24	ACTION	Inspect the perimeter of Lake 33 to determine if trees and plants at the water's edge are Porta Vecchio's responsibility.	Mr. Willis		X	04.17.24
25	03.20.24	ACTION	Inspect overgrowth of grasses at the end of Cabreo Pond. Ensure that no non-beneficial plants are present, make a work order and inform residents and the Board of the outcome.	Mr. Willis/Staff		X	04.17.24
26	03.20.24	ACTION	Lake Report to be emailed to Mr. Greenberg.	Mrs. Adams		X	04.17.24
27	03.20.24	ACTION	Meet with Mr. Bowden to discuss access to Medici Lake #22.	Mr. Willis		X	04.17.24
28	03.20.24	ACTION/AGENDA	Schedule water quality testing w Tim Denison. Add to Key Activity Dates.	Mr. Adams		X	04.17.24
29	02.21.24	ACTION	Forward General Election forms to Board Members.	Mr. Adams		X	04.17.24
30	03.20.24	ACTION	Engage contractor to cut and drop two dead trees in Conservation Area 4B, upon instruction/payment by Brendisi.	Mr. Willis		X	04.17.24