

MEDITERRA

COMMUNITY DEVELOPMENT DISTRICT

June 20, 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

June 13, 2024

Board of Supervisors
Mediterra Community Development District

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

Dear Board Members:

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on June 20, 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 - *June 2024*
5. Discussion/Consideration: MRI Inspections LLC Report & Proposals
6. Discussion/Consideration: Aeration Cabinet Replacement/Fire Suppression Install Proposals
7. Continued Discussion: Fiscal Year 2024/2025 Proposed Budget
8. Continued Discussion: RFP for Right-of-Way Fuel Load Reduction Services
 - A. Project Manual
 - B. Evaluation Criteria
9. Update: 2023 Annual Sediment Sampling & Water Quality Testing Summary Report
10. Acceptance of Unaudited Financial Statements as of April 30, 2024
11. Approval of May 15, 2024 Regular Meeting Minutes
12. Staff Reports

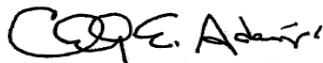
- A. District Counsel: *Kutak Rock LLP*
 - Continued Discussion: Insurance Policy
- B. District Engineer: *Johnson Engineering, Inc.*
 - Continued Discussion: Maintenance Responsibilities for Mediterra Outfalls
- C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - 2024 Operations Financial Impact Analysis
 - Breakdown/Summary Report
 - NEXT MEETING DATE: August 21, 2024 Public Hearing and Regular Meeting 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
13. Action/Agenda or Completed Items
 14. Old Business
 15. Supervisors' Requests
 16. Public Comments (*3 minutes per speaker*)
 17. 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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M.R.I. Underwater Specialists, Inc.



5570 Zip Dr.
Fort Myers, Fl. 33905
239-984-5241 Office
239-707-5034 cell

June 14, 2024

Re: Mediterra ROV Inspection 2024

Please know currently I am giving you a report on our Findings, for the ROV Inspection.

Please know that some of the structures we have not completed due to the rain that we have had this past week and as soon as the water has resumed to normal, we will be completing the ROV, you will find the ones that need to be redone on the report highlighted in yellow.

All the structures highlighted in green are the ones that we are recommending that we utilize the vac truck services to plug set and dewater the line and remove sand and debris.

All Structures that are highlighted in the peach color are the pipes that are in need of cleaning, but we cannot get the Vac Truck to that location and will need to be cleaned by the Divers, they will only be able to penetrate each side of the line around 50'.

We will need you to get the Landscapers to remove vegetation for #100 down to the lake for #101 Lake#55, so we can inspect and get the ROV into the pipes.

Also We need you to change on the map the Bella Lago Number 49-50-51 and 45-46-47 Please make these red on map. These are not district pipes

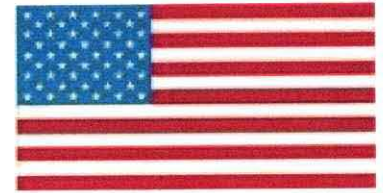
We need you to change and add to the map out side of Medici the pipes and make them black that are District pipes I have included the map .

Thank you

MRI Inspection



M.R.I. Underwater Specialists, Inc.
5570 Zip Dr.
Fort Myers, FL. 33905
239-984-5241 Office
239-707-5034 cell
239-236-1234 fax



Date	Invoice #
6/14/2024	4532

Bill To:

Invoice

Due Date 7/29/2024

Mediterra CDD
Wrathell, Hunt & Assoc., LLC
9220 Bonita Beach Rd. Ste.#214
Bonita Springs, FL 34135

Job Name

ROV Storm Water
System

P.O. No.

Terms

Net 45

Quantity	Description	Rate	Amount
1	Total cost to send the ROV submersible camera through specified drainage lines (structure to structure) to inspect and assess the condition of each line for any defects or blockages. We have provided a detailed inspection report of our findings and a recording of the inspection. This price includes all labor, material, and equipment needed to complete this job. as Per Proposal # 4434	48,200.00	48,200.00

Total \$48,200.00

All Invoices are due within 30 days.
Payments recieved after 30 days will have a
10% late fee.

Payments/Credits \$0.00

Balance Due \$48200.00

M.R.I UnderWater Specialists Utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledge all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.



M.R.I. Inspection LLC

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



CGC 1507963

Name

Mediterra CDD
c/o Wrathell, Hunt, & Associates,
LLC
9220 Bonita Beach Rd Suite 214
Bonita Springs, Florida 34135

Proposal

Project
Vac Truck Service
Dive Services

Date	Estimate #
------	------------

6/14/2024 4871

	TOTAL
<p>This proposal is for the total cost to clean all structures inspected and found to contain 25% or more sediment and debris per 2024 ROV Storm Water System inspection .We will utilize Vac Truck , set plugs and dewater pipes and remove sand & debris for all that are on the report highlighted in Green, We will utilize the divers to clean structures and penetrate pipe for all of the ones that are highlighted in peach,, Divers will also clean all the structure that are in red that only need the structure cleaned. Please see detail report. This price includes all labor, material, and equipment needed to complete this job.</p> <p>Any work completed outside the scope of this proposal may result in additional charges.</p> <p>This price is good as long as we can dump material on site, if not there will be a fee per load. TBD for load price</p>	215,800.00

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

Total \$215800.00

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

Authorized Signature
Michael Radford
Michael Radford President

We Utilize E-Verify for all workers

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

Signature_____

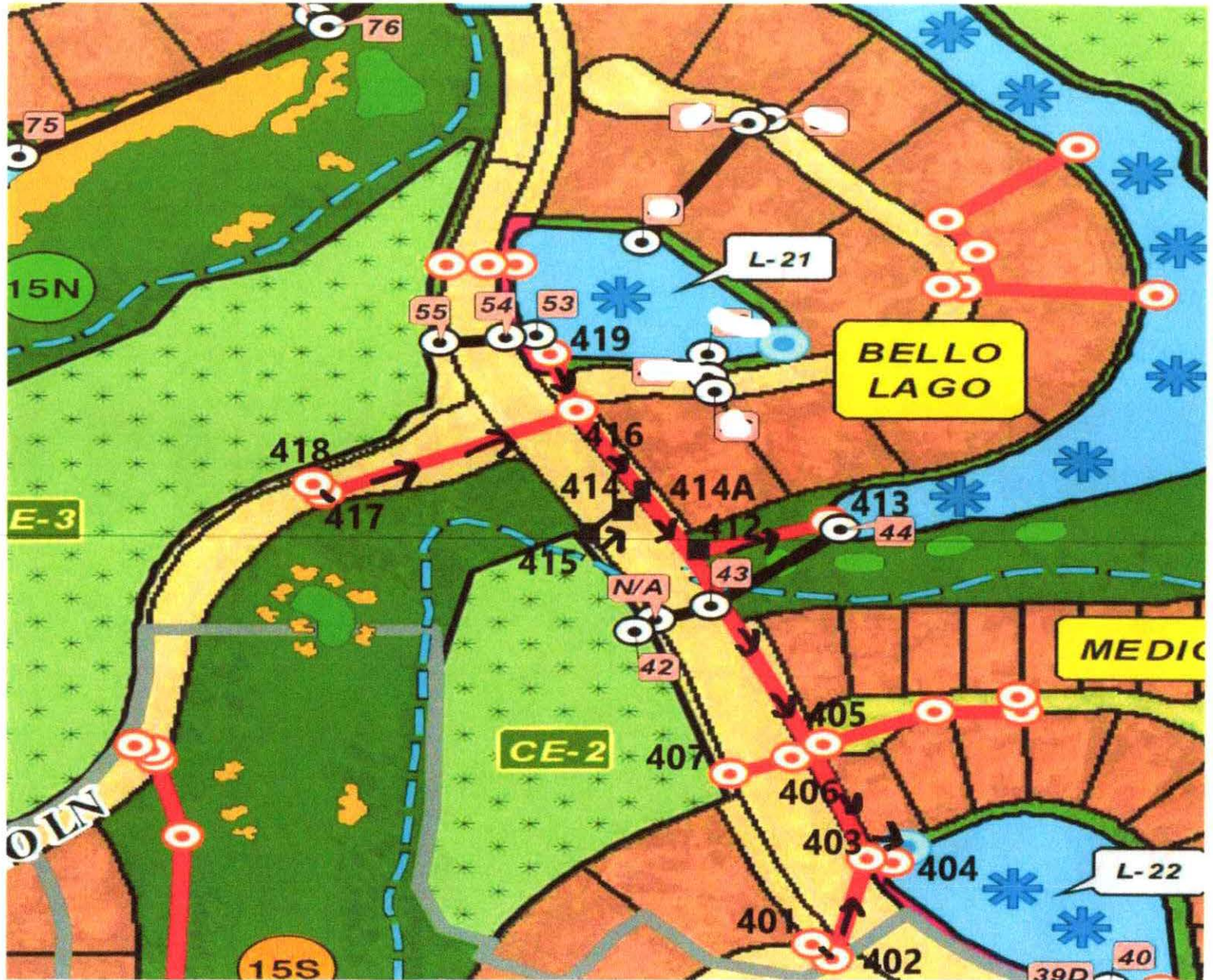
Date of acceptance_____

Removed

#49 #50 #151

#46 #47 #48

Bello
Lago



ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Corso Mediterra											
2-Curb	1-Lake#1	48"	46'	#2=25%	#1=10%	50%	Pipe has a lot of Algae built up on the walls, Pipe is in Good Condition	No	Yes	1=10% 2=25%	1=25% 2=30%
2-Curb	3-Curb	48"	60'		#3=25%	25%	Pipe is in Good Condition	No	Yes	3=10%	3=30%
3-Curb	4-Lake#7	48"	107'		#4=25%	25%	Pipe is in Good Condition	No	Yes	4=10%	4=25%
Corso Mediterra											
6-Curb	5-Lake#7	60"	190'	#6=35%	#5=30%	15%	Pipe is in Good Condition	Yes #5 & 6	No	5=10% 6=10%	5=10% 6=35%
6-Curb	7-MH	60"	180'		#7=35%	15%	Pipe is in Good Condition	Yes #7	No	7=15%	7=25%
7-MH	8-Curb	60"	260'		#8=30%	15%	Pipe is in Good Condition	Yes #8	No	8=15%	8=25%
8-Curb	8A-Curb	15"	30'		8A=10%	15%	Pipe in Good Condition		No	8A=10%	8A=5%
8-Curb	9-Lake#55	60"	224'		9=30%	15%	Pipe is in Good Condition	Yes	No	9=10%	9=25%
Golf Course -11-S											
OS-COCO#1											
10-Lake#55	10A-CS									#10=10% 10A=60%	#10=25% 10A=30%
10A	Off Property										
Corso Mediterra / Golf Course											
11-Lake#55	21-Lake#54	60"	400'	#11=25%	#21=30%	20%	Pipe is in Good Condition	Yes #11 & #21	No	#11=25% #21=10%	#11=35% #21=25%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Corso Mediterra / Golf Course				
11-Lake#55	21-Lake#54	60"	400'	#11=25%	#21=30%	20%	Pipe is in Good Condition	Yes #11 & #21	No	#11=25% #21=10%	#11=35% #21=25%
							Golf Course/11-S				
12-Lake#55	14-Lake#60	15"	300'	#12=10%	#14=10%	Clean	Pipe in Good Condition	No	No	#12=Clean #14=25%	#12=Clean #14=Clean
							Corso Mediterra				
18-Curb	17-Lake#56	48"	50'	#18=10%	#17=25%	15%	Pipe in Good Condition	Yes #17	No	#17=25% #18=35%	#17=35% #18=30%
18-Curb	19-Curb	48"	30'		#19=10%	10%	Pipe in Good Condition	No	No	#19=25%	#19=30%
19-Curb	20-Lake#54	48"	300'		#20=25%	25%	Pipe in Good Condition	Yes #20	Yes	#20=35%	#20=35%
							Golf Course 11-S				
16-Lake#56	15-Lake#60	48"	200'	#16=25%	#15=50%	50% to 80%	Pipe In Good Condition	Yes #16 & #15	No Access For VAC Truck Diver has to clean this pipe	#16=15% #15=10%	#16=30% #15=25%
							Milan/Golf Course 10-S				
25-Box	24-Lake#12B	24"	300'	#25=10%	#24=15%	10% to 20%	Pipe in Good Condition	No	No	#24=40% #25=10%	#24=10% #25=10%
25-Box	26-Box	24"	528'		#26=15%	10%	Pipe in Good Condition	No	No	#26=10%	#26=5%
26-Box	27-Curb	24"	180'		#27=10%	10% To 60%	Pipe in Good Condition	No	Yes	#27=10%	#27=10%
27-Curb	28-Curb	24"	30'		#28=10%	25%	Pipe in Good Condition	No	Yes	#28=10%	#28=10%

WE SEE THINGS YOU CAN'T

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Milan				
28-Curb	29-Lake#16	24'	220'		#29=5%	10%	Pipe in Good condition	No	No	#29=5%	#29=Clean
							Corso Mediterra/ Corsin				
39C-Curb	39D-Curb	24"	50'	#39C=80%	#39D= 10%	25%	Pipe in Good Condition	Yes	Yes	#39C=35% #39D=5%	#39C=70% #39D= Clean
39-Curb	39C-Curb	24"	50'		#39=25%	60%	Pipe in Good Condition	Yes	Yes	#39=30%	#39=25%
39-Curb	38B-Curb	24"	50'		#38B=25%		Pipe in Good Condition	Yes #38B	No	#38B=15%	#38B=30%
38B-Curb	38A-Curb	24"	30'		#38A=10%	15%	Pipe in Good Condition	No	No	#38A=25%	#38A=30%
37B-Lake#23	38A-Curb	24"	100'	#37B=60%		25%	Pipe in Good Condition	Yes	No Access For VAC TruckDiver has to clean this pipe	#37B=40%	#37B=30%
39D-Curb	40-Lake#22	24"	40'	#39D=10%	#40=Clean	10%	Pipe in Good Condition	No	No	#40=5%	#40=Clean
							Golf Course 12-S				
35-Lake#8	33-Lake#17	42"	500'	#33=60%	#35=Clean	15%	Pipe Had 1 section with roots growing in the pipe	Yes # 33	No	#35=Clean #33=25%	#35=Clean #33=50%
							Golf Course 14-S				
38-Lake#23	36-Lake#17	42"	249'	#38=30%	#36=40%	25%	Pipe had a lot of vegetation and Roots	Yes #38 & #36	No Access For VAC TruckDiver has to clean this pipe	#38=35% #36=50%	#38=35% #36=50%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course 13-S				
32-Lake#17	31-Box	40"	44'	#32=15%	#31=10%	10%	Pipe in Good Condition	No	No	#32=10% #31=10%	#32=10% #31=10%
31	31A-Box	40"	100'		#31A=30%	25%	Pipe in Good Condition	No	No Access For VAC Truck Diver has to clean this pipe	#31A=NA	#31A=NA
30-Lake #60	31A-Box	40"	76'	#30=40%		25%	#31A is buried under golf course Pipe in Good Condition	Yes #30	No Access For VAC Truck Diver has to clean this pipe	#31A=NA	#31A=NA
OS-COCO-#2							OS-OAK #2				
63A-CS	63-Lake#24	48"	31'	63A=5%	#63= Clean	10%	Pipe In Good Condition	No	No	63A=Clean #63=Clean	63A=Clean #63=Clean
63A-CS	64 OS-COCO#2	48"	170'		#64=Clean	10%	Pipe in Good Condition	No	No	#64=Clean	#64=Clean
							Brolio Way				
60-Curb	59-MH	24"	209'	#60=60%	#59=30%	10% to 30%	Pipe in Good condition	Yes	Yes	#60=25% #59=10%	#60=30% #59=10%
59-MH	58-Lake#24	24"	20'		#58=30%	10%	Pipe in Good Condition	Yes # 58	No	#58=Clean	#58=Clean
60-Curb	61-Curb	24"	28'		#61=30%	30%	Pipe in Good Condition	Yes	Yes	#61=25%	#61=35%
61-Curb	61A-MH	24"	73'	#61A=10%		15%	Pipe in Good Condition	No	No	#61A=10%	#61A=10%
61A-MH	65-Lake#25	24"	260'		#65=10%	10%	Pipe in Good Condition	No	No	#65=Clean	#65=Clean
59-MH	57A-MH	24"	273'		#57A=10%	10%	Pipe in Good Condition	No	No	#67A=10%	#67A=10%
57A-MH	57-MH	24"	68'		#57=10%	10%	Pipe in Good Condition	No	No	#57=Clean	#57=Clean

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Brotio Way											
57-MH	56-Lake#57	24"	37'		#56=10%	10%	Pipe in Good Condition	No	No	#56=Clean	#56=Clean
57A-MH	57B-Curb	24"	100'		#57B=10%	10%	Pipe in Good Condition	No	No	#57B=10%	#57B=Clean
57B-Curb	57C-Curb	24"	30'		57C=30%	50%	Could not Complete ROV Pipe full of leaves	Yes	Yes	57C=10%	57C=5%
Padova											
68-MH	66-Lake#25	24"	65'	#68=10%	#66=25%	50%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#68=15% #66=10%	#68=Clean #66=Clean
68-MH	68C-CS	24"	260'		#68C=25%	10%	Pipe in Good Condition	Yes #68C	No	68C=Clean	68C=30%
68A-Curb	68C-CS	24"	18'		68A=25%	25%	No Visibility	Yes	Yes	68A=50%	68A=Clean
68B-Box	68C-CS	24"	260'	#68B=25%		25%	Poor Visibility	Yes	Yes	#68B=40%	#68B=25%
68B-Box	69-Lake#26	24"	50'		69=50%	25%	No Visibility	Yes	No Access For VAC Truck Diver has to clean this pipe	#69=55%	#69=25%
Golf Course 15-N											
71-Lake#26	72-Lake#27&28	24"	170'	#71=30%	#72=60%	30%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#71=25% #72=35%	#71=25% #72=25%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course14-N				
73-Lake#27&28	74-Lake#29	30"	364'	#73=80%	#74=40%	60%	Unable to ROV	Yes	No Access For VAC Truck Diver has to clean this pipe	#73=25% #74=50%	#73=25% #74=25%
							Bellezzaln				
85-Curb	84-Curb	24"	28'	#85=15%	#84=10%	35%	Pipe in Good Condition	No	Yes	#85=10% #84=15%	#85=5% #84=5%
84-Curb	83-Lake#30	24"	212'		#83=10%	15%	Pipe in Good Condition	No	No	#83=35%	#83=Clean
85-Curb	86-Lake#31	24"	206'		#86=30%	10%	Pipe in Good Condition	Yes #86	No	#86=5%	#86=5%
88-Curb	89-Curb	30"	28'	#88=80%	#89=50%	25%	Pipe in Good Condition	Yes	Yes	#88=35% #89=25%	#88=35% #89=Clean
89-Curb	90-Lake#92	30"	201'		#90=80%	15% To 60%	Pipe in Good Condition	Yes	Yes	#90=60%	#90=50%
88-Curb	87-Lake#31	30"	198'		#87=60%	15% To 60%	Pipe in Good Condition	Yes	Yes	#87=15%	#87=50%
							Corso Mediterra/Golf Course 15-N				
78-Curb	79-Lake#20	36"	205'	#78=30%	#79=90%	30%	Pipe in Good Condition	Yes	Yes	#78=30% #79=25%	#78=40% #79=50%
78 Curb	77-Curb	36"	28'		#77=30%	30%	Pipe in Good Condition	Yes	Yes	#77=	#77=
77-Curb	76-Box	36"	212'	#76=30%		40%	Pipe in Good Condition	Yes	Yes	#76=15% #75=80%	#76=10% #75=10%
76-Box	75-Lake#27&28	36"	453'	#75=100%		40%	Pipe in Good Condition				

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Corso Mediterra/Golf Course 15-N				
76-Box	76A-Box	36"	30'		#76A=15%	80%	Pipe in Good Condition/Sand & Rocks	No	Yes	#76A=30%	#76A=35%
80-Curb	76A-Box	36"	200'	#80=15%		50%	Pipe in Good Condition	No	Yes	#80=Clean	#80=25%
80-Curb	81-Curb	36"	30'		#81=10%	25%	Pipe in Good Condition		Yes	#81=5%	#81=10%
81-Curb	82-Lake#30	36"	238'	#82=15%		40%	Pipe in Good Condition	No	Yes	#82=10%	#82=25%
							Corso Mediterra				
55	53		135'	55=10%	53=30%	10%	Pipe in Good Condition	Yes#53	No	#55= 10% #53= 10%	#55= 10% #53= 10%
							Porti Vecchio				
97-Curb	98-Lake#33	36"	174'	#97=10%	#98=30%	30%	Pipe in Good Condition	Yes	Yes	#97=10% #98=10%	#97=10% #98=10%
97-Curb	96A-Curb	36"	28'		#96A=10%	15%	Pipe in Good Condition	No	No	#96A=10%	#96A=10%
							Porti Vecchio				
96A-Curb	96-Lake#58	36"	187'	#96A=10%	#96=15%	25%	Pipe in Good Condition	No	Yes	#96=10%	#96=10%
							Corso Mediterra				
91-Lake#32	92A-DA4	30"	179'	#91=25%	#92A=10%	25%	Pipe in Good Condition	Yes #91	Yes	#91=10% #92A=10%	#91=10% #92A=5%
							Golf Course 12-N				
95-Lake#34	94-Box	30"	359'	#95=50%	#94=100%	80%	Could not ROV	Yes	No Access For VAC Truck Diver has to clean this pipe	#94=35% #95=10%	#94=95% #95=30%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course 12-N				
94-Box	93-Lake#32	30"	313'	#93=70%		80%	Could not ROV	Yes	No Access For VAC Truck Diver has to clean this pipe	#93=25%	#93=50%
							Golf Course 11N/Entrance/10N				
99-Lake#58	99A-CS	24"	50'	#99=25%	#99A=Clean	10%	Pipe in Good Condition	Yes #99	No	#99A=10% #99=25%	#99A=25% #99=35%
99A-CS	100-JB	24"					Could not ROV Roots in Pipe			#100=	
100-JB	101-Lake#35	24"					Could not locate due to Heavy Vegetation			#101=25%	#101=65%
							Marcello				
103-Curb	104-Curb	36"	46'	#103=30%	#104=80%	60%	Pipe in Good Condition	Yes	Yes	#103=10% #104=15%	#103=25% #104=35%
103-Curb	102-Lake#35	36"	218'		#102=40%	50%	Pipe in Good Condition	Yes	Yes	#102=Clean	#102=25%
104-Curb	105-Lake#36	36"	257'		#105=30%	25%	Pipe in Good Condition	Yes	Yes	#105=25%	#105=40%
							Marcello				
108-Box	109-Lake#37	36"	25'	#108=10%	#109=40%	15%	Pipe in Good Condition	Yes #109	No	#108=Clean #109=10%	#108=5% #109=35%
108-Box	107-Box	36"	139'		#107=10%	40%	Pipe in Good Condition/ Lots of Sticks in The Pipe	No	No Access For VAC Truck Diver has to clean this pipe	#107=Clean #106=	#107=25% #106

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Marcello				
107-Box	106-Lake#36	36"	60'		#106=50%	25%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#106=30%	#106=30%
112-MH	110-Lake#37	42"	207'	#112=10%	#110=30%	15%	Pipe in Good Condition	Yes #110	No	#112=10% #110=10%	#112=5% #110=30%
112-MH	112AA-MH	42"	223'		#112AA=10%	15%	Pipe in Good Condition	No	No	#112AA=35	#112AA=NA
OS Oak 1							OS Oak 1				
112AA-MH	114-OS OAK1	42"	523'		#114=10%	15%	Pipe In Good Condition	No	No	#114=15%	#114=Clean
							Corso Mediterra				
114A-CA-4B	114B-CA-4A	24"	168'	#114A=10%	#114B=30%	No Water	Pipe in Good Condition	Yes #114B	No	#114A=Clea #114B=Clea	#114A=10 #114B=Clean
114D-CA-4A	114C-CA-4B	24"	158'	#114D=40%	#114C=50%	No Water	Pipe in Good Condition	Yes # 114D & 114C	No	#114D=15% #114C=10%	#114D=25% #114C=30%
114E-CA-4B	114F-CA-4A	24"	164'	#114E=30%	#114F=15%	No Water	Pipe in Good Condition	Yes #114E	No	#114E=10% #114F=10%	#114E=10% #114F=30%
							CE-4B				
129A-CE-4B	CE-4B		30'	Clean	Clean	Clean	Can not ROV	No	No	Clean	
129B-CE-4B	129D-CE-4B	12"	30'	Clean	Clean	Clean	Can not ROV	No	No	Clean	

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Positano											
115-Lake#39	116-MH	24"	44'	#115=80%	#116=Clean	10%	Pipe in Good Condition/ Roots at the end of Pipe near lake End Growing in Pipe	Yes #115	No	#116=5% #115=Clean	#116=5% #115=10%
116-MH	118-Lake#46	24"	244'		#118=50%	10%	Pipe in Good Condition	Yes	No	#118=Clean	#118=Clean
Corso Mediterra/Verona											
119-Curb	119B-Curb	30"	28'	#119=50%	#119B=50%	25%	Pipe in Good Condition	Yes	Yes	#119=25% #119B=15%	#119=30% #119B=25%
119B-Curb	119A-Lake#46	30"	104'		#119A=40%	15%	Pipe in Good Condition	Yes	No	#119A=10%	#119A=30%
119-Curb	119C-MH	30"	171'		119C=30%	30%	Pipe in Good Condition	Yes	Yes	#119C=5%	#119C=10%
119C-MH	133A-Box	30"-24"	100'		#133A=10%	25%	Pipe in Good Condition	No	No Access For VAC TruckDiver has to clean this pipe	#133A=Clea	#133A=Cle
Corso Mediterra/Verona											
133A-Box	132-Box	24"	160'		#132=25%	50%	Pipe in Good Condition	Yes	No Access For VAC TruckDiver has to clean this pipe	#132=Cle	#132=10%
132-Box	133-Lake#41	24"	61'	133=50%		15%	Pipe in Good Condition	Yes-#133	No	#133=10%	#133=25%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course/6N				
131A-Lake#47	131CE-4B	24"	210'	131A=50%	131=10%	10%	Pipe in Good Condition	Yes #131A	No	#131A=50% #131=50%	#131A=10% #131=10%
131-CE-4B	131AB-CE-4B	24'									
131AB	131-AC	24"									
131AB	131-AC	24"									
131AC	131AD Lake#48										
131AALake#47	131AAA-CA	24"									
							Verona Ln				
138-Curb	139-Curb	36"	78'	#139=30%	#138=50%	25%	Pipe In Good Condition	Yes	Yes	#138=20% #139=10%	#138=20% #139=10%
138A-MH	139-Curb	36"	58'	#138A=15%		15%	Pipe in Good Condition	No	No	#138A=Cle	#138A=10%
138A-MH	140A-Box	36"	212'		#140A=10%	10%	Pipe in Good Condition	No	No	#140A=10%	#140A=Clean
140A-Box	140-Lake#44	36"	39'	#140=10%		10%	Pipe in Good Condition	No	No	#140=Cle	#140=Clean
138-Curb	136A-Box	42"-36"	217'		#136A=10%	10%	Pipe in Good Condition	No	No	#136A=10%	#136A=10%
136A-Box	136-Box	42"	207'	#136=15%		15%	Pipe in Good Condition	No	No	#136=10%	#136=10%
136-Box	135-Box	42"	110'	#135=15%		15%	Pipe in Good Condition	No	No	#135=10%	#135=10%
135-Box	134-Lake#41	42"	66'		#134=Clean	10%	Pipe in Good Condition	No	No	#134=Clean	#134=Clean
136A-Box	137-Box	42"	50'		#137=25%	10%	Pipe in Good Condition	Yes-#137	No	#137=10%	#137=20%
137-Box	137A-Lake#37B	42"	50'	#137A=25%		10%	Pipe in Good Condition	Yes-#137A	No	#137A=5%	#137A=10%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Verona Ln											
137B-Lake#42	141-Curb	24"	276'	#137B=70%	#141=25%	45%	Pipe in Good Condition	Yes #137B-141	Yes	#141=25% #137B=10%	#141=Clean #137B=20%
141-Curb	142-Curb	24"	35'		#142=25%	80%	Pipe in Good Condition	Yes #142	Yes	#142=85%	#142=80%
142-Curb	143-Lake#43	24"	241'		#143=60%	50%	Pipe in Good Condition/Hose In Pipe	Yes-#143	Yes	#143=10%	#143=30%
Golf Course/17N											
144-Lake#43	144A-Box	24"	318'	#144=60%	#144A=10%	45%	Pipe in Good Condition	Yes-#144	No Access For VAC Truck Diver has to clean this pipe	#144=10% #144A=5%	#144=10% #144A=10%
144A-Box	145-Lake#19	24"	84'	#145=60%		25%	Pipe in Good Condition	Yes-#145	No Access For VAC Truck Diver has to clean this pipe	#145=20%	#145=10%
Cortile											
147A-Curb	147-Box	24"	220'	#147A=25%	#147=DNL	15%	Pipe in Good Condition/Plastic grate in Pipe	Yes-#147	No	#147A=10% #147=DNL	#147A=Clea #147=DNL
147-Box	146-Lake#44	24"	86'		#146=80%	15%	Pipe in Good Condition	Yes #146	No	#146=5%	#146=25%
147A-Curb	147B-Curb	24"	71'		#147B=15%	15%	Pipe in Good Condition	No	No	#147B=10%	#147B=Clea
147B-Curb	148-Lake#15	24"	242'		#148=50%	15%	Pipe in Good Condition	Yes #148	No	#148=5%	#148=25%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Lagos Way											
180-Lake#62	181-CE-19	24"	119'	#181=10%	#180=60%	25%	Pipe in Good Condition/Heavy Vegetation in Front of Pipe lake End	Yes #180	Yes	#180=10% #181=Clean	#180=Clean #181=5%
179-Curb	178-Curb	15"-18" 24"	136'	#179=10%	#178=15%	15%	Pipe in Good Condition	No	No	#179=10% #178=25%	#179=NA #178=20%
177-MH	178-Curb	18"-24"	285'			50%	Pipe in Good Condition	No	Yes	#177=25%	#177=20%
176-Lake#49N	177-MH	24"	212'	#176=40%	#177=Clean	50%	Pipe in Good Condition	Yes	Yes	#176=25%	#176=20%
Golf Corse/3N											
174-Lake#49N	175-CE-20AN	24"	235'	#174=50%	#175=15%	25%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#174=30% #175=10%	#174=80% #175=20%
Lagos Way											
173D-DA-6	173B-CE20An	36"	72'	#173D=15%	#173B=40%	15%	Pipe in Good Condition	Yes #173B	No	#173B=25% #173D=Clea	#173B=20% #173D=20%
173A-CE20-AN	173C-DA-6	36"	77'	#173A=15%	#173C=25%	No Visibilituy	No Visibility	Yes #173C	No	#173C=10% #173A=5%	#173C=20% #173A=30%
Castellano Way											
157-Lake#63	156-Lake#53	24"	178'	#157=50%	#156=35%	10%	Pipe in Good Condition	Yes #157 & 156	No	#157=10% #156=Clean	#157=25% #156=Clean

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Terrazza											
158-Lake#53	159-Curb	24"	211'	#158=10%	#159=70%	15%	Pipe in Good Condition	Yes #159	No	#159=25% #158=Clean	#159=25% #158=Clean
159-Curb	160-Curb	24"	29'		#160=50%	30%	Pipe in Good Condition	Yes	Yes	#160=25%	#160=20%
160-Curb	161-Lake#52	24"	59'		#161=50%	25%	Pipe in Good Condition	Yes	Yes	#161=10%	#161=25%
155-Lake#65	162-Curb	24"	249'	#155=60%	#162=60%	40%	Pipe in Good Condition	Yes	Yes	#155=Clean #162=25%	#155=25% #162=25%
162-Curb	163-Curb	24"	28'	#163=60%		25%	Pipe in Good Condition	Yes	Yes	#163=25%	#163=20%
163-Curb	164-MH	24"	180'		#164=25%	35%	Pipe in Good Condition	Yes	Yes	#164=25%	#164=5%
164-MH	165-Lake#52	24"	60'	165=25%		60%	Pipe in Good Condition	Yes	Yes	#165=25%	#165=5%
Serata											
OS-OAK-2											
167-CS	166-Lake#52	42"	76'	#167=25%	#166=50%	25%	Pipe in Good Condition	Yes	Yes	#167=10% #166=30%	#167=20% #166=45%
Serata											
OS-OAK-3											
169 Lake#50	170-MH	42"	305'	#169=50%	#170=15%	25%	Pipe in Good Condition	Yes	Yes	#169=Clean #170=10%	#169=20% #170=20%
170-MH	171-MH	42"	80'		#171=15%	15%	Pipe in Good Condition	No	No	#171=Clean	#171=35%
171-MH	170B-CS	42"	33'	170B=10%		15%	Pipe in Good Condition	No	No	#170B=30%	#170B=10%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Corso Mediterra											
184-Curb	185-Lake#59 N	42"-24"	64'		#185=Clean	45%	Pipe in Good Condition	Yes	Yes	#184=25% #185=10%	#184=25% #185=Clean
183-Curb	184-Curb	24"	60'		#184=45%	35%	Pipe in Good Condition	Yes	Yes	#183=25%	#183=20%
182-Lake#62	183-Curb	24"	47'	#182=25%	#183=50%	40%	Pipe in Good Condition	Yes	Yes	#182=Clean	#182=Clean
Treviso											
186-Lake#62	187-Curb	24"	257'	#186=25%	#187=25%	15%	Pipe in Good Condition	Yes #186 & 187	No	#187=10% #186=Clean	#187=25% #186=Clean
187-Curb	188-Curb	24"	25'		#188=25%	30%	Pipe in Good Condition	Yes-#188	Yes	#188=10%	#188=10%
188-Curb	189-Lake#49 N	24"	247'		#189=50%	50%	Pipe in Good Condition	Yes	Yes	#189=10%	#189=25^
Golf Course /CE-8S											
214-Lake#59N	213-Lake#14	24"	224'	#214=30%	#213=80%	15%	Pipe in Good Condition	Yes #214 & #213	No	#213=10% #214=5%	#213=10% #214=10%
208-Box	206-Curb	60"-48"	209'	#208=15%	#206=50%	25%	Pipe in Good Condition	Yes	Yes	#206=35% #208=10%	#206=70% #208=35%
209-Lake#11	208-Box	60"	200'	#209=40%		25%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#209=40%	#209=50%
206-	206A-Box	48"	189'		#206A=15%	25%	Pipe in Good Condition	Yes	Yes	#206A=25%	#206A=40%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Corso Mediterra											
206A-Box	191-Lake#49S	48"	81'		#191=10%	25%	Pipe in Good Condition	No	Yes	#191=30%	#191=40%
Golf Courts/3N											
190-Lake#49N	192-Box	48"	78'	190=30%	#192=15%	25%	Pipe in Good Codition	Yes #190	No	#190=30% #192=10%	#190=35% #192=45%
192-Box	193-Lake#10	48"	98'		#193=30%	25%	Pipe in Good Codition	Yes #193	No Access For VAC TruckDiver has to clean this pipe	#193=10%	#193=30%
Golf Course/2N											
212-Lake#14	211-Box	42"	200'	#212=10%	#211	10%	Pipe in Good Codition/ Pipe has a lot of Snails in it #211 Did not locate	No	No	#210=35% #211=10%	#210=30% #211=20%
211-Box	210-Lake#11	42"	240'		#210=Clean	10%	Pipe in Good Codition/ Pipe has a lot of Snails in it	No	No	#212=5%	#212=Clean
Golf Course/2N											
216-CE-8S	215-Lake#11	36"	400"	#216=10%	#215=40%	10%	Pipe in Good Condition	Yes #215	No	#215=30% #216=25%	#215=20% #216=10%
Golf Course/2S											
195-CE-20AS	194-Lake#10	36"	150'	#195=15%	#194=30%	25%	Pipe in Good Condition	Yes #194	No Access For VAC TruckDiver has to clean this pipe	#195=10% #194=10%	#195=5% #194=30%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course/3S				
196-Lake#10	197-Lake#40	42"	230'	#196=25%	#197=10%	15%	Pipe in Good Condition	Yes #196	No	#196=5% #197=Clean	#196=40% #197=20%
							Trebbio				
203-Curb	203A-MH	24"	31'	#203=30%	203A=10%	15%	Pipe in Good Condition	Yes-#196	No	#203=25% #203A=10%	#203=25% #203A=5%
203A-MH	204-Lake#61	24"	291'	#204=10%		15%	Pipe in gGood Condition	No	No	#204=	#204=
202-Curb	203-Curb	24"	40'		#203=30%	50%	Pipe in Good Codition	Yes	Yes	#202=10%	#202=10%
201-Box	202-Curb	24"	248'		#202=Clean	10%	Pipe in Good Codition	No	No	#201=Clean	#201=10%
							Trebbio				
200A-Lake#9	201-Box	24"	20'	#201=Clean	#200A=80%	10%	Pipe in Good Condition	Yes #200A	No	#200A=30%	#200A=20%
200-Lake#9	199-Box	48"	222'		#199=10%	25%	Pipe in Good Codition	No	No Access For VAC TruckDiver has to clean this pipe	#199=25% #200=50%	#199=25% #200=50%
198-Lake#40	199-Box	48"	159'	#198=40%		10%	Pipe in Good Codition	Yes #198	No	#198=5%	#198=35%
							Golf Course/DA-4				
217-Lake#13	223-Lake#11	36"	325'	#217=50%	#223=40%	10%	Pipe in Good Codition	Yes-#217-218	No	#217= #223=	#217= #223=

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course/18N				
218-Lake#13	219-Box	24"	277'	#218=60%	#219=10% Both sides	25%	Pipe in Good Codition	Yes-#218	No Access For VAC TruckDiver has to clean this pipe	#218=10% #219=10%	#218=20% #219=30%
219-Box	220-Lake#12	24"	270'	#220=25%		25%	Pipe in Good Codition	Yes-#220	No Access For VAC TruckDiver has to clean this pipe	#220=15%	#220=80%
							Golf Course/18S				
221--Lake#22	222-Lake#12B	24"	83'	#221=40%	#222=50%	10%	Pipe in Good Codition	Yes-#221-222	No	#221=10% #222=10%	#221=10% #222=40%
							Golf Course DA-4				
227-Box	226-Lake#11	24"	34'	#227=25%	#226=Clean	10%	Pipe in Good Codition	Yes-#227	No	#227=10% #226=5%	#227=25% #226=Clean
227-Box	227A-Box	24"	28'	#228=25%		10%	Pipe in Good Codition	Yes-#228	No	#227A=25%	\$227A=25%
227A-Box	227B-Lake#11B	24"	34'	#227A=30%	#227B=15%	10%	Pipe in Good Codition	Yes-#227A	No	#227B=Clea	#227B=Clea
224-Lake#11B	224A-Box	24"	33'	#224=25%	#224A=35% Both sides	15%	Pipe in Good Codition	Yes-#224-224A	No	#224=15% #224A=10%	#224=20% #224A=10%
224A-Box	225-Box	24"	103'	#225=30%		15%	Pipe in Good Codition	Yes-#225	No	#225=30%	#225=40%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Golf Course DA-4				
225-Box	230-Lake#1	24"	295'		#230=10%	25%	Pipe in Good Codition	No	No Access For VAC TruckDiver has to clean this pipe	#230=5%	#230=5%
							Sovona				
243-Curb	242-Lake#3	24"	90'	#243=10%	#242=10%	10%	Pipe in Good Codition	No	No	#243=10% #242=Clean	#243=10% #242=Clean
243-Lake#3	243A-Curb	24"	57'	#243A=10%		25%	Pipe in Good Codition	No	Yes	#243A=10%	#243A=10%
243A-Curb	244-Lake#4	24"	238'	#244=15%		25%	Pipe in Good Codition	No	Yes	#244=20%	#244=10%
							Mediterra Blvd				
235-Curb	234-Lake#5	24"	107'	#235=80%	#234=70%	50%	Pipe in Good Codition	Yes	Yes	#235=15% #234=15%	#235=40% #234=5%
235-Curb	236A-Curb	24"	31'	#236A=80%		30%	Pipe in Good Codition	Yes	Yes	#236A=10%	#236A=30%
236A-Curb	236-Lake#1	24"	78'		#236=70%	30%	Pipe in Good Codition	Yes	Yes	#236=25%	#236=10%
							Entrance				
240A-Curb	241-Lake#3	36"	121'	#240A=25%	#241=25%	80%	Pipe in Good Codition	Yes	Yes	#240A=25% #241=25%	#240A=25% #241=30%
240ACurb	240-Curb	36"	80'	#240=40%		70%	Pipe in Good Condition	Yes	Yes	#240=10%	#240=25%
240-Curb	239-Lake#2	36"	67'		#239=40%	60%	Pipe in Good Condition	Yes	Yes	#239=25%	#239=30%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Corso Mediterra				
232-Curb	233-Lake#5	24"	172'	#232=70%	#233=50%	40%	Pipe in Good Condition	Yes	Yes	#232=35% #233=Clean	#232=35% #233=10%
232-Curb	231B-Curb	24"	39'	#231B=70%		40%	Pipe in Good Condition	Yes	Yes	#231B=30%	#231B=25%
231B-Curb	231A-CS	24"	44'	#231B=70%	#231A=15%	30%	Pipe in Good Condition	Yes	Yes	231A=10%	231A=25%
231A-CS	231-Lake#11	24"	28'	#231=Clean		15%	Pipe in Good Condition	No	No	#231=Clean	#231=Clean
							Villoresi				
245A-Curb	245-Lake#1	24"	180'	#245A=50%	#245=80%	15%	Pipe in Good Condition	Yes-#245A-#245	No	#245A=30% #245=50%	#245A=35% #245=20%
245A-Curb	246A-Curb	24"	37'	#246A=70%		25%	Pipe in Good Condition	Yes	Yes	#246A=50%	#246A=35%
246A-Curb	246-Lake#6	24"	47'		#246=60%	15%	Pipe in Good Condition	Yes-#246	No	#246=50%	#246=30%
							Lucarno				
274-Curb	273-Lake#68	24"	271'	#274=15%	#273=50%	25%	Pipe in Good Condition	Yes	Yes	#274=20% #273=10%	#274=10% #273=25%
274-Curb	274A-Curb	24"	32'	#274A=15%		15%	Pipe in Good Condition	No	No	#274A=25%	#274A=20%
274A-Curb	275-Lake#70	24"	207'		#275=70%	60%	Pipe in Good Condition	Yes	Yes	#275=20%	#275=30%
							Felicita				
271-Curb	272-Lake#68	24"	218'	#271=30%	#272=15%	15%	Pipe in Good Condition	Yes-#271	No	#271=25% #272=5%	#271=10% #272=Clean
271-Curb	270A-Curb	24"	28'	#270A=30%		30%	Pipe in Good Condition	Yes	Yes	#270A=30%	#270A=20%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
Felicita											
270A-Curb	270-Lake#66S	24"	225'		#270=50%	15%		Yes-#270	No	#270=Clean	#270=10%
Cellini											
263-Curb	262-Lake#69	24"	262'	#263=15%	#262=100%	15%	Pipe in Good Condition	Yes-#262	No	#263=10% #262=10%	#263=10% #262=20%
263-Curb	263A-Curb	24"	55'		#262A=15%	25%	Pipe in Good Condition	No	Yes	#263A=25%	#263A=20%
263A-Curb	264-Lake#67	24"	52'	#263A=15%	#264=50%	25%	Pipe in Good Condition	Yes	Yes	#264=25%	#264=20%
Lucarna way											
265B-Curb	266-Lake#66S	24"	50'	#265=10%	#265B=15%	25%	Pipe in Good Condition	No	Yes	#265B=10% #266=5%	#265B=20% #266=10%
265B-Curb	265A-Curb	24"	27'	#265B=10%	#265A=10%	25%	Pipe in Good Condition	No	Yes	#265A=5%	#265A=30%
265A-Curb	265AA-CS	24"	33'		#265AA=10%	10%	Pipe in Good Condition	No	No	#265AA=10%	#265AA=Cle
265A-Curb	265-Lake#67	24"	42'	#265=30%		Clean	Pipe in Good Condition	Yes-#265	No	#265=Clean	#265=25%
Lucarno II											
260-Curb	261-Lake#71	24"	195'	#260=25%	#261=50%	25%	Pipe in Good Condition	Yes	Yes	#260=10% #261=85%	#260=10% #261=90%
260-Curb	260A-Box	24"	56'		#260A=25%	15%	Pipe in Good Condition	Yes-#260A	No	#260A=Clea	#260A=Clea
260A-Box	259-Lake#69	24"	40'	#259=80%		10%	Pipe in Good Condition	Yes-#259	No	#259=10%	#259=10%

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Celebrita				
269AB-Curb	269A-Box	24"	28'	#269AB=10%	#269A=10%	Clean	Diver Inspected No Water	No	No	#269AB=10% #269A=10%	#269AB=10%#269A=20%
269A-Box	267A-CS	24"	240'	#267A=15%		10%	Pipe in Good Condition	No	No	#267A=5%	#267A=10%
267A-CS	267-Lake#66S	24"	67'		#267=25%	25%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#267=Clean	#267=10%
269AC-Curb	269CLake #1	24"	138'	#269C=15%		15%	Pipe in Good Condition	No	No	#269C=Clea	#269C=Clean
269AB-Curb	269AC-Curb	24"	123'	#269AB=10%	#269AC=15%	10%	Pipe in Good Condition	No	No	#269AC=10%	#269AC=10%
							Cabreo				
255-Lake#73	256-Lake#69	24"	77'	#255=40%	#256=90%	30%	Pipe in Good Condition	Yes	No Access For VAC Truck Diver has to clean this pipe	#255=10% #256=5%	#255=10% #256=10%
247-Curb	248-Curb	24"	118'	#247=60%	#248=30%	30%	Pipe in Good Condition	Yes	Yes	#247=25% #248=10%	#247=20% #248=10%
248-Curb	247A-Lake#73	24"	218'		#247A=10%	30%	Pipe in Good Condition	No	Yes	#247A=30%	#247A=%
249A-CS	249-Lake#75	24"	31'	#249A=10%	#249= Clean	10%	Pipe in Good Condition	No	No	#249=Clean	#249=Clean

ROV Start #	ROV End #	Pipe Size	Length of Pipe	% of Debris in Start Structure	% of Debris in End Structure	% of Debris in Pipe	Condition 2024	Dive Service only for Structure Cleaning	Vac Truck Service	2023%	2022%
							Caminetto				
250A-Curb	250-Lake#75	24"	182'	#250A=25%	#250=15%	30%	Pipe in Good Condition	Yes	Yes	#250A=10% #250=Clean	#250A=10% #250=Clean
250A-Curb	250B-Curb	24"	26'		#250B=25%	25%	Pipe in Good Condition	Yes	Yes	#250B=Clea	#250B= Clea
250B-Curb	251-MH	24"	77'	#251=25%		25%	Pipe in Good Condition	Yes	Yes	#251=Clea	#251=Clea
251-MH	252-MH	24"	167'	#252=10%		80%	Pipe in Good Condition	No	Yes	#252=Clea	#252=5%
#252-MH	253-Lake#76	24"	94'		#253=10%	80%	Pipe in Good Condition	No	Yes	#253=10%	#253=Clea
254C-Box	254D-Curb	24"	70'	#254C=30%	#254D=25%	Clean	No Water For ROV Diver inspected	Yes-#254C-254D	No		
254C-Curb	254B-Curb	24"	400'	#254B=30%		15%	Pipe in Good Condition	Yes-#254B	No		
254B-Curb	254A-MH	24"	290'		#254A=15%	15%	Pipe in Good Condition	No	No		
254A-MH	254-Lake#76	24"	64'	#254=10%		15%	Pipe in Good Condition	No	No		
							Corso Mediterra /Medici area				
419Lake#21	416										
416	414A										
414A	412										
412	413 Lake#20										
412	405										
405	406										
406	403										
403	404 Lake#22										

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

6

Shane,

Total cost to replace cabinet to accommodate the 6" fire balls \$104,667.95 this includes 24 new stainless-steel cabinets, 35 6" fire balls and all parts and labor needed.

Some of the cabinet we can relocated and reuse depending on the size and how many compressors there are. Also, there are a few of the older metal cabinets left, few systems missing compressors (I guess overtime they got removed) that were part of the original design, I included this as part of optional repair, also lake 52 the current cabinet are on a raised platform it is starting to rot and fall apart I included this under the optional repairs.

There is a lot that will have to go into this it not just replacing cabinets, there's compressors to move, we will need to reconfigure a lot of the systems. The cabinet are stainless steel so any holes we must drill will take time, the cabinet we are not reusing will need to be disposed of.

I am also asking for mobilization fee this will cover, the additional time for trips to the warehouse to get the cabinet, disposal, misc. items (drill bits, wiring, hose, fittings)

I did include the fire balls my cost is \$100.00 each plus shipping, I am charge \$125.00 each, I called the manufacturer, and they might give ma a better price if we buy all of them at once if I can get a better price, I will pass that on to the CDD

I got it down more than I though total for everything \$104,667.83, not sure when they plan to do this but if they wait until 2025 there is a chance of an increase, most likely between 3% and 4%. Our vendor usually notifies us in January, but we place the order before December 20th then we can avoid the 2025 increase.

I would like to attend the meeting when you present it to the board so I can answer any questions and go over my proposal. Will this be on the June 20th agenda?

Total for replacing cabinets:	\$82,326.38
Mobilization:	\$3,500.00
Optional work	\$17,288.95

Total: **\$104,667.83**

SERVICE AGREEMENT AERATION REPAIR

June 14, 2024

Mediterra CDD

C/o: Wrathell, Hunt and Associates, LLC

9220 Bonita Beach Rd SE UNIT 214

Bonita Springs, FL 34135

Attn: Cleo Adams

Terms: Net 30 days

Lake 1 North: Has 1 large cabinet, house 3 piston compressor with one 4" fire ball
There is room to add a 6" fire ball when needed, no action needed at this time

Lake 1 Middle: Currently has 2 medium cabinets, 4 piston compressors, with 4" fire balls.
Recommend: Add 1 large cabinet that can house 3 compressors, reuse 1 of the medium cabinets housing 1 compressor and reuse the 4" fire balls, new configuration will have room to replace the 4" fire balls with 6" when needed. The medium cabinet we can reuse on lake 6

Lake 1 south: Currently has 1 small and 1 medium cabinet with 3 piston compressors with one 4" fire ball
Recommend: Replace both cabinets with 1 large cabinet that will house all 3 compressors, reuse 4" new configuration will have room to replace the 4" fire balls with 6" when needed, reuse the medium cabinet on lake 48

Lakes 2 and 5: Currently has 1 small cabinet and 1 medium cabinet with 2 piston and 1 vane compressors, and two 4" fire ball
Recommend: Add 1 large cabinet that will house the vane and 1 piston compressors, keep the medium cabinet housing 1 piston compressor. Reuse the 4" fire balls, new configuration will have room to add 6" fire ball when needed

Lakes 3 and 4: Currently has 1 large cabinet, with 3 piston compressors.
Recommend: Install a 6" fire ball

Lakes 9 and 61: Currently has 1 medium cabinet with 2 piston compressors.
Recommend: Replace with large cabinet and install a 6" fire ball, reuse the medium.

Lakes 11,11B and 13: Currently have 3 cabinets with 3 vane compressors and 2 piston compressors with three 4" fire balls.

Recommend: Reuse the large cabinet , add one large cabinet that will house the 1 vane compressor and 1 piston compressor, reuse the medium cabinet from lake 10/40 this will hold 1 piston compressor, reuse the 4" fire balls, new configuration will have room to replace the 4" fire balls with 6" when needed.

Note: The cabinet we are reusing is metal not stainless steel see option to replace with Stainless Steel

Lake 6: Currently has 1 small cabinet with 1 piston compressor with 4" fire ball.

Recommend: Replace the small cabinet with a medium cabinet from lake 1 Middle. Resue 4' fire ball, new configuration will have room to replace with 6" fire ball when needed

Lakes 10 and 40: Currently has 1 medium cabinet with 2 piston compressors.

Recommend: Replace with large cabinet and install a 6" fire ball, reuse the medium at lake 11B

Lakes 14, 49,59 and 62: There are 3 cabinets with 6 piston compressors and three 4" fire balls.

Recommend: Add 1 large cabinet reuse the 1 large, each cabinet will house 3 piston compressors reuse 4" fire balls, new configuration will have room for 6" fire ball when needed.

Note: The cabinet we are reusing is metal not stainless steel see option to replace with Stainless Steel

Lakes 53, 63, 64, and 65: Currently has 2 fiberglass cabinets, 2 piston compressors and 1 vane compressor.

Recommend: Add 1 large cabinet and 1 medium cabinet, large cabinet will house the vane compressor and 1 piston compressor, medium cabinet will house 1 piston compressor add two 6" fire balls

Lake 50: Currently has 2 fiberglass cabinets with 4 piston compressors.

Recommend: Add 1 large cabinet housing 3 compressors and 1 medium cabinet housing 1 compressor install two 6" fire balls.

**Note: This cabinet are on a raised platform to prevent from flooding the raised platform needs to be replaced
See option to replace**

Lake 52: Currently has 1 large and 1 small cabinet with 4 piston compressors. (original design was for 6 piston compressors)

Recommend: Add 1 large cabinet and install two 6" fire balls. 2 large cabinets are based on the original design.

**Note: The cabinet we are reusing is metal not stainless steel see option to replace with Stainless Steel
Optional add 2 compressors back to system to bring back to original design**

Lake 48: Currently has 1 small cabinet with 1 piston compressor.

Recommend: Add 1 medium cabinet install 6" fire ball

Lakes 41, 45, 46 and 47: Currently has 2 small cabinets and 3 piston compressors.
Recommend: Add 1 large cabinet that will house all 3 compressors install 6" fire ball.

Lake 15: Currently has 1 small cabinet with 1 piston compressor.
Recommend: Add medium cabinet and install one 6" fire ball.

Lake 44: Currently has 1 small cabinet with 1 piston compressor.
Recommend: Add medium cabinet and install one 6" fire ball.

Lakes 19, 42, and 43: Currently has 1 large and 1 small cabinet with 4 compressors (original design had 5 compressors)
Recommend: Add 1 large cabinet, and install two 6" fire balls

Note: Optional add 1 compressor back to system to bring back to original design

Lakes 38 and 39: Currently has 2 small cabinets with 1 vane compressor and 1 piston compressor, (original design was 2 piston and 1 vane)with two 4" fire balls.

Recommend: Add 1 large cabinet that will house the vane compressor and 1 piston add 1 medium cabinet add 1 piston compressor.

Note: Optional add 1 compressor back to system to bring back to original design

Lakes 36 and 37: Currently has 1 metal cabinet with 2 pistons compressors.

Recommend: Replacing with 1 large cabinet and install 6" fire ball

Lake 34: Currently has 1 large cabinet with 1 compressor

Recommend: Install 6" fire ball

Lake 35: Currently has 1 small cabinet with 1 piston compressor and 4" fire ball.

Recommend: Replace with medium cabinet new configuration will have room for 6" fire ball when needed.

Lakes 33 and 58: Currently has 1 large cabinet with 3 compressors.

Recommend: Install 6" fire ball

Note: The cabinet we are reusing is metal not stainless steel see option to replace with Stainless Steel

Lakes 30, 31 and 32: Currently has 3 medium cabinets with 6 compressors, 2 per cabinet.

Recommend: Add 2 large cabinet housing 3 compressors each add one 6" fire ball to each cabinet. Reuse the 3 medium cabinets at lakes 66S, 68 and 75

Lakes 27/28: Curreanty has 1 large cabinet with 3 compressors,

Recommend: Install 6" fire ball



Lakes 26 and 29: Currently has 1 large cabinet with 3 compressors,
Recommend: Install 6" fire ball

Lakes 24, 25 and 57: Currently has large cabinet with 3 compressors
Recommend: Install one 6" fire ball

The cabinet we are reusing is metal not stainless steel see option to replace with Stainless Steel

Lakes 18,20 and 21: Currently has 2 large metal cabinets with 3 vane compressors and 1 piston compressor with 4" fire ball. No action needed, there is room to add 6" fire ball when needed

Note: The cabinet we are reusing metal, not stainless steel recommend staying with metal cabinet at this time

Lakes: 8,17,22 and 23: Currently has 2 small cabinets with 4 compressors.

Recommend: Add 1 large cabinet housing 3 compressor and 1 medium cabinet housing 1 compressor and install two 6" fire balls

Lake 16: Currently has 1 small cabinet with 1 compressor.

Recommend: Replace with medium cabinet and install 6" fire ball

Lake 56 and 60: Currently 1 large cabinet with 3 compressors.

Recommend: Install 6" fire ball

Lakes 12, 12B, 54 and 55: Currently has 3 medium cabinets with 6 compressors, 2 per cabinet.

Recommend: Add 2 large cabinet housing 3 compressors each install 6" fire ball to each cabinet. Reuse the 3 medium cabinets at lakes 16, 48 and 53

Lake 66S: Currently 1 small cabinet with 1 compressor.

Recommend: Reuse 1 medium cabinet from lake 30 install 6" fire ball

Lakes 67: Currently has 1 large cabinet with 3 compressors.

Recommend: Install 6" fire ball

Lake 69: Currently has 1 large cabinet with 3 compressors.

Recommend: Install 6" fire ball

Lake 68: Currently 1 small cabinet with 1 compressor.

Recommend: Reuse 1 medium cabinet from lake 31 install 6" fire ball



Lakes 70 and 74: Currently has 1 large cabinet with 3 compressors,
Recommend: Install 6” fire ball

Lakes 71 and 72: Currently has 2 medium cabinets with 3 compressor (original design had 4 compressor)
Recommend: Add 1 large cabinet that will house 3 compressors reuse 1 medium cabinet with 1 compressor add two 6” fire balls.

Optional add 1 compressor back to system to bring back to original design

Lake 75: Currently 1 small cabinet with 1 compressor.
Recommend: Reuse 1 medium cabinet from lake 32 install 6” fire ball

Lake 76: Currently 1 small cabinet with 1 compressor.
Recommend: Reuse 1 medium cabinet from lake 71 install 6” fire ball

There are a total of 21 new large cabinets and 3 new medium cabinets with option to add an additional 3 more lager cabinets, we are adding a total of 35 6” fire balls

The totals below include adding 6” fire balls to new and existing cabinets that currently do not have fire balls in them

Lake	Material	Labor	Total
1N	\$0.00	\$0.00	\$0.00
1M	\$2,654.46	\$690.00	\$3,344.46
1S	\$2,654.46	\$690.00	\$3,344.46
2, 5	\$2,654.46	\$690.00	\$3,344.46
3, 4	\$125.00	\$115.00	\$240.00
9, 61	\$2,774.46	\$690.00	\$3,464.46
11, 11B, 13	\$2,690.17	\$690.00	\$3,380.17
6	\$0.00	\$0.00	\$0.00
10,40	\$2,774.46	\$690.00	\$3,464.46
14,49,59,62	\$2,690.17	\$690.00	\$3,380.17
53,63,64,65	\$2,965.89	\$690.00	\$3,655.89
50	\$2,965.89	\$690.00	\$3,655.89

SUPERIOR WATERWAY SERVICES, INC.



52	\$2,845.89	\$690.00	\$3,535.89
48	\$191.43	\$402.50	\$593.93
41,45,46,47	\$2,685.17	\$690.00	\$3,375.17
15	\$191.43	\$402.50	\$593.93
44	\$191.43	\$402.50	\$593.93
19,42,43	\$2,965.89	\$690.00	\$3,655.89
38,39	\$4,540.36	\$690.00	\$5,230.36
36,37	\$2,810.00	\$690.00	\$3,500.00
35	\$191.43	\$402.50	\$593.93
34	\$125.00	\$115.00	\$240.00
33,58	\$125.00	\$115.00	\$240.00
30,31,32	\$5,423.91	\$690.00	\$6,113.91
27/28	\$125.00	\$115.00	\$240.00
26,29	\$125.00	\$115.00	\$240.00
18,20,21	\$0.00	\$0.00	\$0.00
24,25,57	\$125.00	\$115.00	\$240.00
8,17,22,23	\$4,540.36	\$690.00	\$5,230.36
16	\$1,730.19	\$402.50	\$2,132.69
56,60	\$125.00	\$115.00	\$240.00
12,12B,54,55	\$5,495.34	\$690.00	\$6,185.34
66S	\$191.43	\$402.50	\$593.93
67	\$125.00	\$115.00	\$240.00
69	\$125.00	\$115.00	\$240.00
68	\$191.43	\$402.50	\$593.93
71,72	\$2,965.89	\$690.00	\$3,655.89
70,74	\$125.00	\$115.00	\$240.00

SUPERIOR WATERWAY SERVICES, INC.



75	\$1,730.19	\$402.50	\$2,132.69
76	\$1,730.19	\$402.50	\$2,132.69
Totals	\$66,686.38	\$17,192.50	\$83,878.88

Optional		
Lake	Total	Items
11, 11B, 13	\$2,547.31	1 Lage Cabinet
14, 49, 59, 62	\$2,548.31	1 Lage Cabinet
50	\$1,200.00	Raised platform
52	\$3,998.71	1 Large cabinet and 2 compressors
33,58	\$2,547.31	1 Lage Cabinet
24, 25, 57	\$2,547.31	1 Lage Cabinet
38/39	\$950.00	1 compressor
19,42,43	\$950.00	2 compressors
Totals	\$17,288.95	

Total for replacing cabinets:	\$80,378.88
35 6" fire Ball with mounting bracket	\$3,500.00
Mobilization:	\$3,500.00
<u>Optional work</u>	<u>\$17,288.95</u>
Total:	\$104,607.83

***This offer is good until December 15th, 2024**

SUPERIOR WATERWAY SERVICES, INC.

CUSTOMER ACCEPTANCE - The above prices, specifications, and conditions are satisfactory and are hereby accepted.

By: _____

By: _____

Dated: _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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**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				\$1,408,613
Allowable discounts (4%)	(56,345)				(56,345)
Assessment levy: on-roll - net	1,352,268	\$ 1,320,739	\$ 31,529	\$ 1,352,268	1,322,268
Interest and miscellaneous	-	9,256	10,000	19,256	30,000
Total revenues	<u>1,352,268</u>	<u>1,329,995</u>	<u>41,529</u>	<u>1,371,524</u>	<u>1,352,268</u>
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	13,600
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	<u>309,553</u>	<u>88,111</u>	<u>107,854</u>	<u>195,965</u>	<u>214,563</u>

**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	192,000	402,941	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	-
Fuel load reduction conservation areas					350,000
Lake bank-erosion repairs	75,000	16,899	58,101	75,000	100,000
Electricity	35,000	12,354	15,000	27,354	30,000
Capital outlay: nature-trail	100,000	900	-	900	-
Aeration repairs and replacement	25,760	34,220	12,000	46,220	44,730
Total water management	<u>727,260</u>	<u>290,204</u>	<u>525,601</u>	<u>815,805</u>	<u>1,012,630</u>
Other fees and charges					
Property appraiser & tax collector	35,456	22,117	13,339	35,456	35,456
Total other fees and charges	<u>35,456</u>	<u>22,117</u>	<u>13,339</u>	<u>35,456</u>	<u>35,456</u>
Total expenditures and other uses	<u>1,072,269</u>	<u>400,432</u>	<u>646,794</u>	<u>1,047,226</u>	<u>1,262,649</u>
Excess/(deficiency) of revenues over/(under) expenditures	279,999	929,563	(605,265)	324,298	89,619
Fund balance - beginning (unaudited)	792,304	870,158	1,799,721	870,158	1,194,456
Fund balance - ending (projected)					
Committed					
Assigned					
3 months working capital	268,067	268,067	268,067	268,067	315,662
Future fire mitigation clean-up	160,000	160,000	80,000	80,000	-
Future aeration cabinet replacement (2yrs)	-	-	-	-	35,000
Unassigned	644,236	1,371,654	846,389	846,389	933,413
Fund balance - ending (projected)	<u>\$ 1,072,303</u>	<u>\$ 1,799,721</u>	<u>\$ 1,194,456</u>	<u>\$ 1,194,456</u>	<u>\$ 1,284,075</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
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)	<u>\$ 169,793</u>	<u>\$ 957,077</u>	<u>\$ 209,331</u>	<u>\$ 209,331</u>	<u>201,843</u>
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					<u>\$ 154,097</u>

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	\$ 1,286.96	\$ 3,534.80	\$ 11,136.78
Brendisi	119	Coach 1	651.78	1,286.96	1,938.73	3,229.17
Calabria	122B	Coach 1	651.78	1,286.96	1,938.73	3,229.17
Cortile (lots 1-5, 37-48)	118	Villa 1	1,092.70	1,286.96	2,379.65	5,413.68
Il Cuore Ct	115A	Manor A	3,315.45	1,286.96	4,602.40	16,426.12
Marcello	114	Estate 1	2,247.85	1,286.96	3,534.80	11,136.78
Marcello	114	Estate 1A	2,862.23	1,286.96	4,149.18	14,180.69
Porta Vecchio	113	Coach	624.40	1,286.96	1,911.36	3,093.55
Positano	116	Villa 1	1,092.70	1,286.96	2,379.65	5,413.68
Serata	122A	Villa 2	874.16	1,286.96	2,161.11	4,330.94
Serata II	122A	Villa 2A	1,466.46	1,286.96	2,753.41	7,265.45
Teramo	115	Manor 2	2,310.29	1,286.96	3,597.25	11,446.14
Terrazza	123	Villa 2	874.16	1,286.96	2,161.11	4,330.94
Treviso (Lots 2 - 10)	120	Manor 1	2,247.85	1,286.96	3,534.80	11,136.78
Verona (Lots 1-5,31-34)	117	Manor 3	2,372.74	1,286.96	3,659.70	11,755.55
Villalago	121	Villa 2	874.16	1,286.96	2,161.11	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	\$ 1,286.96	\$ 3,137.89	\$ 9,170.32
IL Corsini	108	Manor SF	1,850.94	1,286.96	3,137.89	9,170.32
IL Trebbio Lots 1-14	101	Estate SF	1,850.94	1,286.96	3,137.89	9,170.32
Savona	102	Estate SF	1,850.94	1,286.96	3,137.89	9,170.32
Medici	107	Villa A	744.83	1,286.96	2,031.79	3,690.23
Milan	105/106	Villa B	744.83	1,286.96	2,031.79	3,690.23
Villoresi	103	Villa C	744.83	1,286.96	2,031.79	3,690.23
Monterosso	104	Coach	553.26	1,286.96	1,840.22	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	\$ 1,286.96	\$ 3,470.74	\$ 10,819.40
Padova (Lots 28-35)	110	Manor SF C	1,819.82	1,286.96	3,106.78	9,016.18
Ravello	111	Manor SF B	2,183.79	1,286.96	3,470.74	10,819.40
Cortile (lots 6-18,26-36)	118A	Villa A	1,136.16	1,286.96	2,423.12	5,629.02
Cortile (lots 19-25)	118B	Manor SF A	1,941.14	1,286.96	3,228.09	9,617.21
Treviso (Lot 1)	120	Manor SF B	2,183.79	1,286.96	3,470.74	10,819.40
IL Trevvio Lots (15-22)	101A	Estate SF A	1,819.82	1,286.96	3,106.78	9,016.18
Padova Lots 1-27	110	Estate SF A	1,819.82	1,286.96	3,106.78	9,016.18
Verona (lots 6-30)	117	Estate SF B	2,305.11	1,286.96	3,592.07	11,420.51
Bellezza	112	Villa B	849.25	1,286.96	2,136.21	4,207.54
Porta Vecchio (Bldgs 13,14)	113	Coach	606.61	1,286.96	1,893.57	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	\$ 1,286.96	\$ 2,663.17	\$ 9,100.42
Lucarno	126	Villa C	1,376.21	1,286.96	2,663.17	9,100.42
Felicita	127	SF - 90	2,752.41	1,286.96	4,039.37	18,200.84
Cellini	128	SF - 90	2,752.41	1,286.96	4,039.37	18,200.84
Celebrita	129	SF - 90	2,752.41	1,286.96	4,039.37	18,200.84
Buonasera	130	SF - 90	2,752.41	1,286.96	4,039.37	18,200.84
Cabreo	131	Villa C	1,376.21	1,286.96	2,663.17	9,100.42
Caminetto	121	SF - 90	2,752.41	1,286.96	4,039.37	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

8

Mediterra Community Development District

Request for Proposal

Right-of-Way

Fuel Load Reduction

June 10, 2024

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. This proposal is for the contractor to maintain the Right-of-Way (ROW) zone. 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 August 21, 2024, and wishes to have proposals reviewed by District Staff and Johnson Engineering, Inc. (CONSULTANT) in advance of the meeting. The NTP is anticipated to be issued by September 1, 2024, and all work is to be completed within 90 days. To meet this timeline, CONSULTANT requests that the proposals be received by email, hand delivered, or mail by 3:00 pm on July 11, 2024. Submit proposals to:

Mark Zordan
Johnson Engineering, Inc.
2122 Johnson Street
Fort Myers, FL 33901
maz@johnsoneng.com

Questions regarding the Request for Proposal should be directed to Mark Zordan via email or phone 239-461-2474.

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 to be intertwined with the 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

GENERAL NOTES:

- The CONTRACTOR is to coordinate their work schedule with the Mediterra Community Association (MCA) on a weekly basis.
- Maintenance of Traffic – The Contractor is responsible to ensure that the worksite is made and kept safe to all vehicular, bicycle, and pedestrian traffic, always. Proper signage and traffic control devices shall be posted and maintained in accordance with the 2023 Edition of the “Manual of Uniform Traffic Control Devices” and FDOT Index 600 Series.

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 sixty feet (60') 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 manner 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.

It is important to note the frequency of hand trimming guidelines as described above 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 the permit to maintain the minimum 80% coverage of desirable native species.

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 shall 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 eight feet (8') from the ground. Between eight feet (8') and fourteen feet (14') from the ground, fronds are to be removed while leaving the boots. All living palm fronds hanging below 90 degrees vertically that can be reached with a pole saw should be trimmed and removed up to fourteen feet (14') 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 vertically should be trimmed and removed. 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 utilizing a handsaw to avoid damaging the tree.

2.1.3 Other Species and Duff Layer

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

Restoration	Qty	Unit	Bid Cost
Upland Preserves	4.92	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Upland Preserves Subtotal			
Wetland Preserves	4.46	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Wetland Preserves Subtotal			\$
TOTAL			\$

Bid Prepared By: _____

Company: _____

Estimated Duration of Work: _____
 (Not to be greater than 90 days)

Date: _____

ATTACHMENT A

SITE PLAN

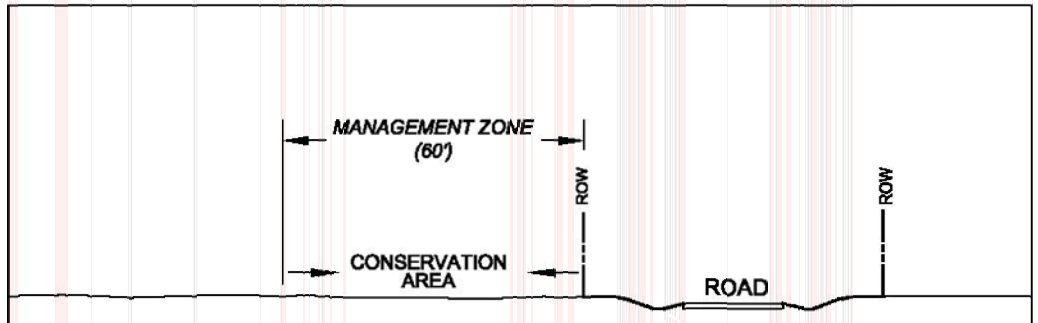


NOTES

1. The county boundary shown is approximate.
2. 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).
3. Most of the aerial photographs shown were provided by Collier County government and have a flight date of 2024. A narrow portion of the aerial photos to the north were provided by Lee County government and have a flight date of 2023.

LEGEND

- Upland Preserve
- Wetland Preserve
- 4A Conservation Area ID
- ROW Management Zone**
- ROW Management Zone (0-60') (9.38± Ac)
- Upland Preserve (4.92± Ac)
- Wetland Preserve (4.46± Ac)



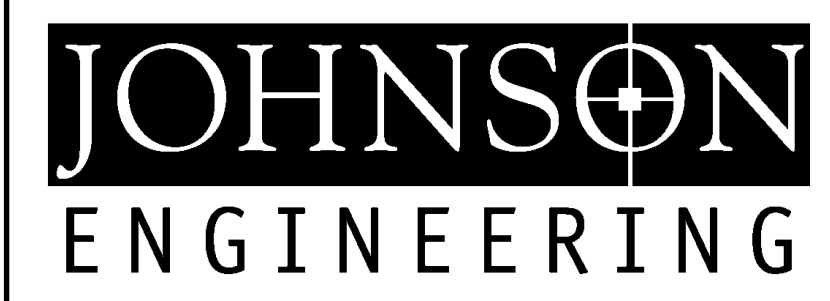
TYPICAL SECTION - RIGHT OF WAY AND CONSERVATION AREA
NOT TO SCALE

ROW Management Zones (RMZ)			
Zone	Uplands	Wetlands	Total
RMZ-1	0.53± Ac	0.44± Ac	0.97± Ac
RMZ-2	0.30± Ac	1.18± Ac	1.48± Ac
RMZ-3	0.42± Ac	-	0.42± Ac
RMZ-4	0.82± Ac	0.12± Ac	0.94± Ac
RMZ-5	1.22± Ac	0.19± Ac	1.42± Ac
RMZ-6	0.76± Ac	0.38± Ac	1.14± Ac
RMZ-7	0.42± Ac	-	0.42± Ac
RMZ-8	0.45± Ac	0.84± Ac	1.29± Ac
RMZ-9	-	1.31± Ac	1.31± Ac
Totals	4.92± Ac	4.46± Ac	9.38± Ac

REVISIONS

NO.	DATE	DESCRIPTION

Mediterra
Lee & Collier Counties, Florida

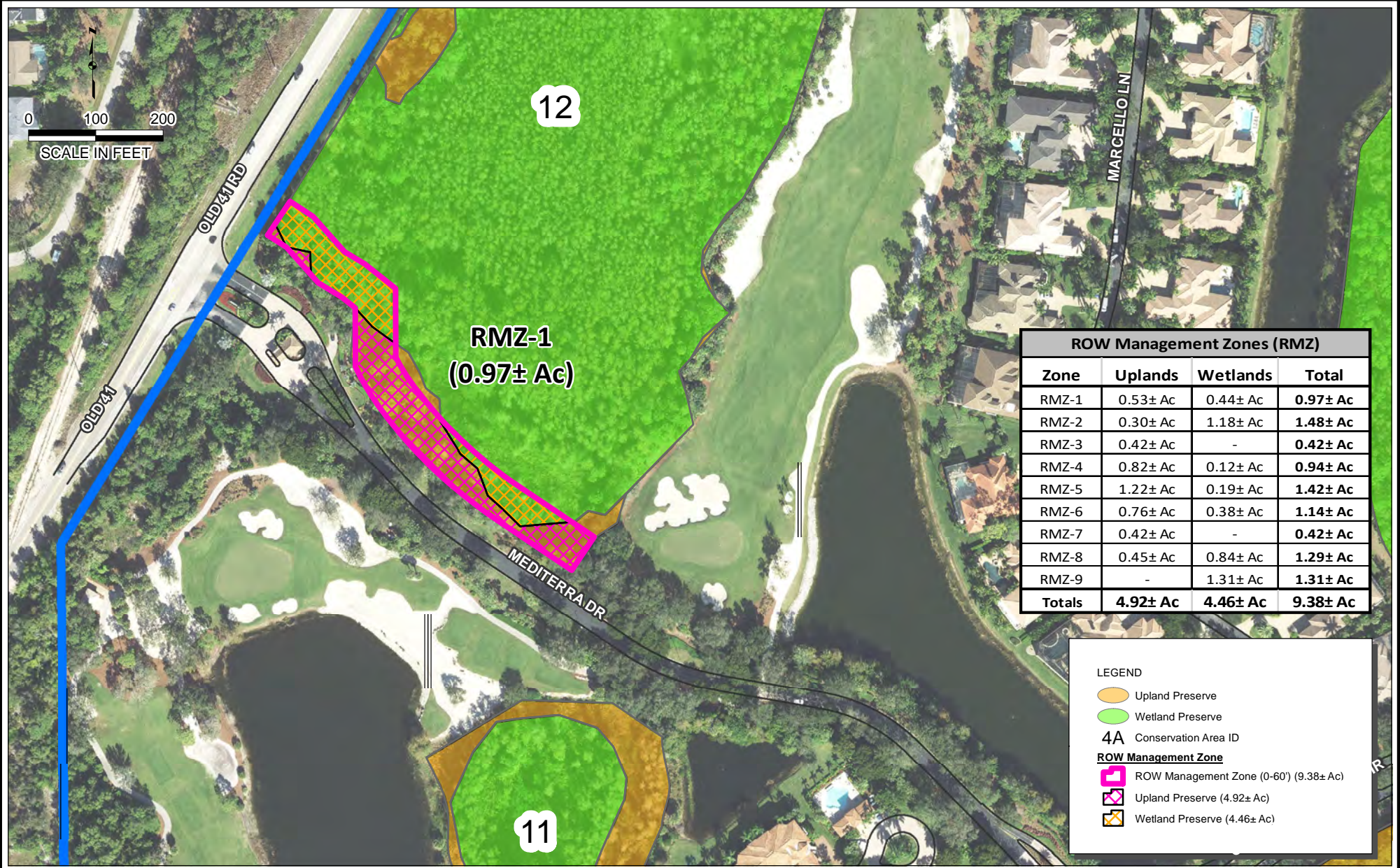


JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

Mediterra Preserve Management and Fuel Reduction Map

DATE	PROJECT	FILE NO.	SCALE	SHEET
May 2024	20023592-001	--	As Shown	1

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ROW Management Zones (RMZ)			
Zone	Uplands	Wetlands	Total
RMZ-1	0.53± Ac	0.44± Ac	0.97± Ac
RMZ-2	0.30± Ac	1.18± Ac	1.48± Ac
RMZ-3	0.42± Ac	-	0.42± Ac
RMZ-4	0.82± Ac	0.12± Ac	0.94± Ac
RMZ-5	1.22± Ac	0.19± Ac	1.42± Ac
RMZ-6	0.76± Ac	0.38± Ac	1.14± Ac
RMZ-7	0.42± Ac	-	0.42± Ac
RMZ-8	0.45± Ac	0.84± Ac	1.29± Ac
RMZ-9	-	1.31± Ac	1.31± Ac
Totals	4.92± Ac	4.46± Ac	9.38± Ac

LEGEND

- Upland Preserve
- Wetland Preserve
- 4A** Conservation Area ID
- ROW Management Zone**
- ROW Management Zone (0-60') (9.38± Ac)
- Upland Preserve (4.92± Ac)
- Wetland Preserve (4.46± Ac)

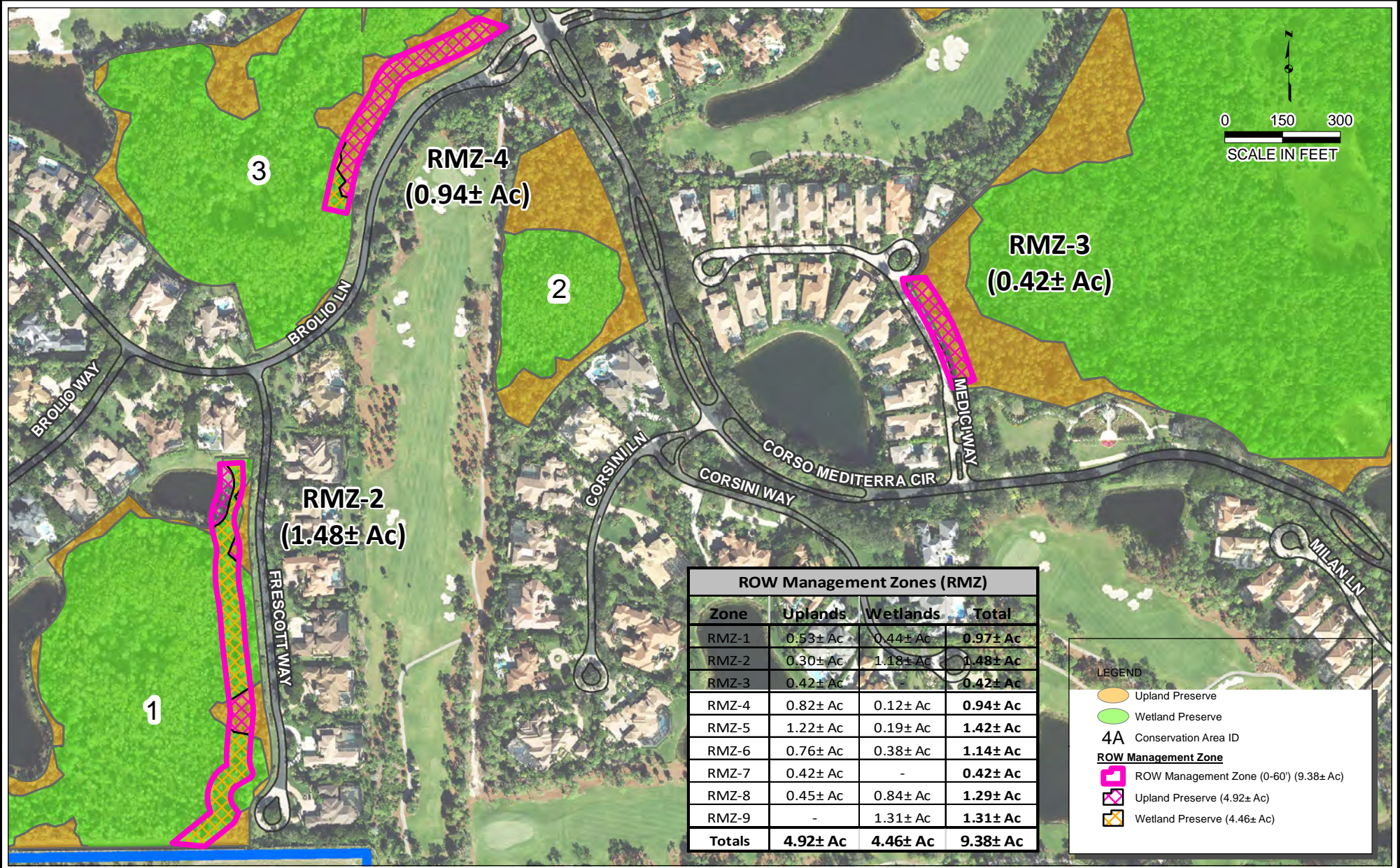
Mediterra
Lee & Collier County

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ENGINEERING

JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

RMZ-1 Fuel Reduction Map

DATE	PROJECT NO.	FILE NO.	SCALE	SHEET
May 2024	20044888	-	As Shown	1



ROW Management Zones (RMZ)			
Zone	Uplands	Wetlands	Total
RMZ-1	0.53± Ac	0.44± Ac	0.97± Ac
RMZ-2	0.30± Ac	1.18± Ac	1.48± Ac
RMZ-3	0.42± Ac	-	0.42± Ac
RMZ-4	0.82± Ac	0.12± Ac	0.94± Ac
RMZ-5	1.22± Ac	0.19± Ac	1.42± Ac
RMZ-6	0.76± Ac	0.38± Ac	1.14± Ac
RMZ-7	0.42± Ac	-	0.42± Ac
RMZ-8	0.45± Ac	0.84± Ac	1.29± Ac
RMZ-9	-	1.31± Ac	1.31± Ac
Totals	4.92± Ac	4.46± Ac	9.38± Ac

LEGEND

- Upland Preserve
- Wetland Preserve
- 4A Conservation Area ID
- ROW Management Zone**
- ROW Management Zone (0-60') (9.38± Ac)
- Upland Preserve (4.92± Ac)
- Wetland Preserve (4.46± Ac)

Mediterra
Lee & Collier County



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2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

RMZ-2 - 4 Fuel Reduction Map

DATE	PROJECT NO.	FILE NO.	SCALE	SHEET
May 2024	20044888	-	As Shown	1



ROW Management Zones (RMZ)			
Zone	Uplands	Wetlands	Total
RMZ-1	0.53± Ac	0.44± Ac	0.97± Ac
RMZ-2	0.30± Ac	1.18± Ac	1.48± Ac
RMZ-3	0.42± Ac	-	0.42± Ac
RMZ-4	0.82± Ac	0.12± Ac	0.94± Ac
RMZ-5	1.22± Ac	0.19± Ac	1.42± Ac
RMZ-6	0.76± Ac	0.38± Ac	1.14± Ac
RMZ-7	0.42± Ac	-	0.42± Ac
RMZ-8	0.45± Ac	0.84± Ac	1.29± Ac
RMZ-9	-	1.31± Ac	1.31± Ac
Totals	4.92± Ac	4.46± Ac	9.38± Ac

LEGEND

- Upland Preserve
- Wetland Preserve
- 4A** Conservation Area ID
- ROW Management Zone**
- ROW Management Zone (0-60') (9.38± Ac)
- Upland Preserve (4.92± Ac)
- Wetland Preserve (4.46± Ac)

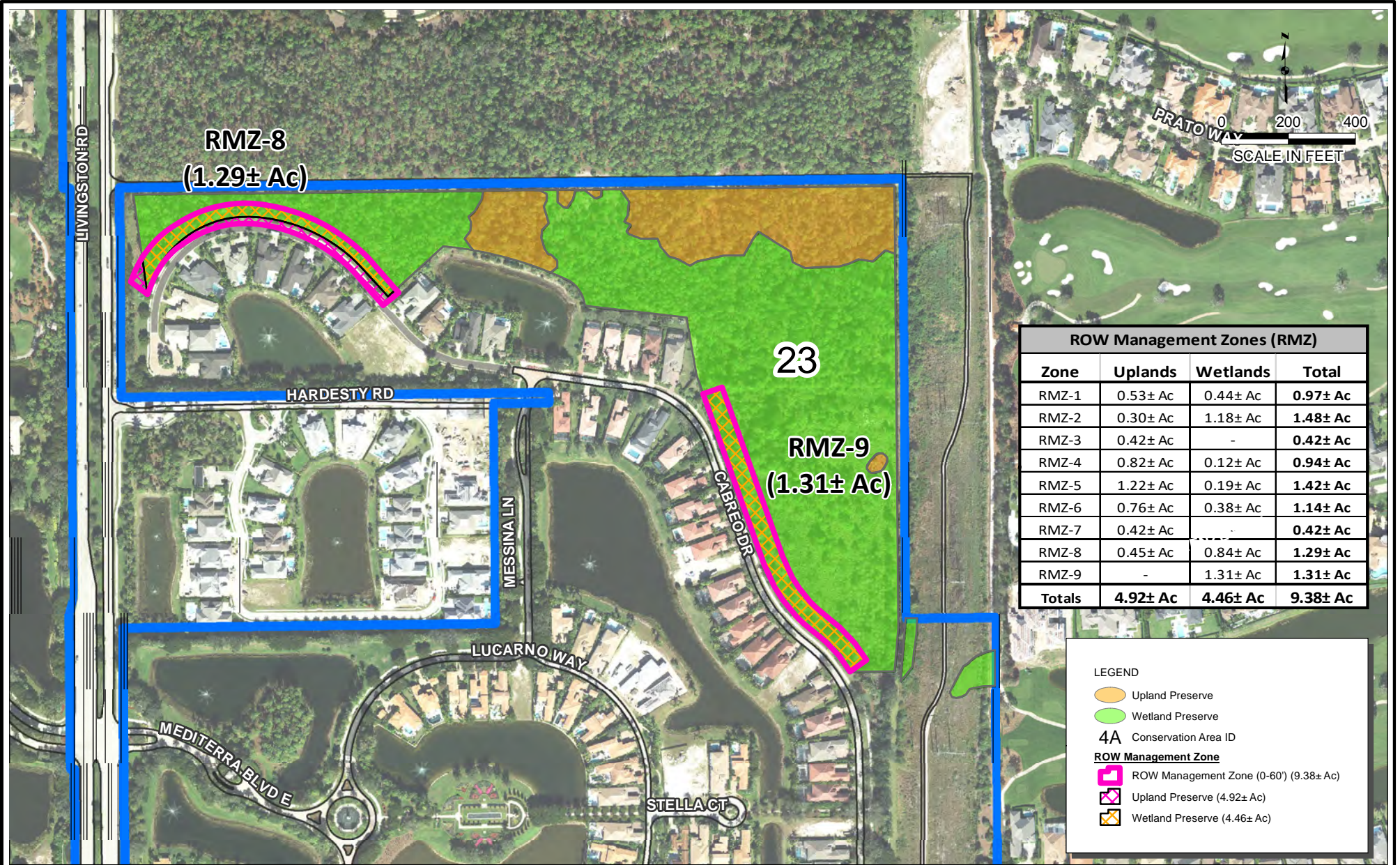
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Lee & Collier County

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ENGINEERING

JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

RMZ-5 - 7 Fuel Reduction Map

DATE	PROJECT NO.	FILE NO.	SCALE	SHEET
May 2024	20044888	-	As Shown	1



ROW Management Zones (RMZ)			
Zone	Uplands	Wetlands	Total
RMZ-1	0.53± Ac	0.44± Ac	0.97± Ac
RMZ-2	0.30± Ac	1.18± Ac	1.48± Ac
RMZ-3	0.42± Ac	-	0.42± Ac
RMZ-4	0.82± Ac	0.12± Ac	0.94± Ac
RMZ-5	1.22± Ac	0.19± Ac	1.42± Ac
RMZ-6	0.76± Ac	0.38± Ac	1.14± Ac
RMZ-7	0.42± Ac	-	0.42± Ac
RMZ-8	0.45± Ac	0.84± Ac	1.29± Ac
RMZ-9	-	1.31± Ac	1.31± Ac
Totals	4.92± Ac	4.46± Ac	9.38± Ac

LEGEND

- Upland Preserve
- Wetland Preserve
- 4A** Conservation Area ID
- ROW Management Zone**
- ROW Management Zone (0-60') (9.38± Ac)
- Upland Preserve (4.92± Ac)
- Wetland Preserve (4.46± Ac)

Mediterra
Lee & Collier County



JOHNSON ENGINEERING, INC.
2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

RMZ-8 - 9 Fuel Reduction Map

DATE	PROJECT NO.	FILE NO.	SCALE	SHEET
May 2024	20044888	-	As Shown	1

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

8A

PROJECT MANUAL

FOR

**RIGHT-OF-WAY FUEL REDUCTION
SERVICES**

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT
Collier and Lee Counties, Florida

Date of Issue: July 1, 2024 at 4:00 p.m.

Due Date: July 29, 2024 at 3:00 p.m.

PROJECT MANUAL
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I. PUBLIC NOTICE

RIGHT-OF-WAY FUEL LOAD REDUCTION REQUEST FOR PROPOSALS MEDITERRA COMMUNITY DEVELOPMENT DISTRICT Collier and Lee Counties, Florida

Notice is hereby given that the Mediterra Community Development District (“**District**”) will accept proposals from qualified companies (“**Proposers**”) interested in providing right-of-way fuel load reduction services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained by sending an email to Mark Zordan at maz@johnsoneng.com beginning **July 1, 2024 at 4:00 p.m.** (the “Proposal Pick-Up Time”). In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida and hold all required state and federal licenses in good standing; and (2) have at least five (5) years of experience with fuel reduction service projects. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening, and to provide notice of such changes only to those Proposers who have requested the Project Manual via email.

Firms desiring to provide services for this project must submit bids, either by hand delivery mail, or other delivery system, to include one original and one copy and an electronic file or a file in portable document format (PDF) file on a flash-drive no later than July 29 at 3:00 p.m. (ET) to Johnson Engineering, Inc., 2122 Johnson Street, Fort Myers, Florida 33901, Attention: Mark Zordan. If the Proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with a notation “RESPONSE TO REQUEST FOR PROPOSALS (Mediterra Community Development District – Right-of-Way Fuel Load Reduction Services) ENCLOSED” on the face of it. Hand delivered proposals shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Proposals will be publicly opened at the time and date stipulated below; those received after the time and date stipulated above may be returned un-opened to the Proposer. Any proposal not completed as specified or missing the required proposal documents may be disqualified.

Each Proposer shall submit a proposal guarantee in the form of a bid bond or cashier’s check in the amount of five percent (5%) of proposal amount with its proposal (the “Proposal Guarantee”). The Proposal Guarantees shall be held until the time of award of contract with the successful proposer at which time the Proposal Guarantees shall be returned to all unsuccessful Proposers. If the successful Proposer shall not enter into the Contract as within fourteen (14) days as set forth below, the Proposer shall forfeit its Proposal Guarantee to the District.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and state holidays) after the Proposal Pick-Up Time. The formal protest setting forth with particularity the facts and law upon which the protest is based

shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District's Rules of Procedure, which are available from the District Manager.

Rankings will be made based on the Evaluation Criteria contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so. Any and all questions relative to this project shall be directed in writing by e-mail only to Johnson Engineering, Inc., the District Engineer care of Mark Zordan at maz@johnsoneng.com.

All proposals will be publicly opened at a meeting of the District to be held at **3:00 p.m. (ET), July 29, 2024**, at the office of the District Engineer, Johnson Engineering, Inc., 2122 Johnson Street, Fort Myers, FL 33901. Proposals will be publicly opened at that time and place, with Proposer names and total pricing announced at that time, provided that Proposals may be maintained on a confidential basis to the extent permitted by Florida law. No decisions of the District's Board of Supervisors will be made at that time. A copy of the agenda for the meeting can be obtained from the District Manager's Office at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 or by phone at (561) 571-0010.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. There may be occasions when one or more Board Supervisors or staff members will participate by telephone. At the above location will be present a speaker telephone so that any Board Supervisor or staff member can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication. The meeting may be continued in progress without additional notice to a time, date, and location stated on the record.

Any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (561) 571-0010, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Mediterra Community Development District
Chuck Adams, District Manager

II. INSTRUCTIONS TO PROPOSERS

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT RIGHT-OF-WAY FUEL LOAD REDUCTION SERVICES

Collier and Lee Counties, Florida

Instructions to Proposers

1. **DUE DATE.** Sealed proposals (“**Proposals**”) must be received from interested parties (“**Proposer(s)**”) no later than **July 29, 2024, at 3:00 p.m. (ET)**, to 2122 Johnson Street, Fort Myers, Florida 33901, Attention Mark Zordan.

2. **SUMMARY OF SCHEDULE.** The District anticipates the following RFP schedule, though certain dates may be subject to change:

DATE/TIME	EVENT
July 1, 2024	RFP Notice is issued.
July 1, 2024 at 4:00 /p.m.	RFP package available for pick-up or download (“Proposal Pick-Up Time”)
July 2, 2024 to July 24, 2024	Site inspections available.
July 24, 2024 at 5:00 p.m.	Deadline for questions.
July 29, 2024 at 3:00 p.m.	Proposals submittal deadline.
July 29, 2024 at 3:00 p.m.	Public meeting to open bids.
August 21, 2024 at 9:00 a.m.	Board Meeting to evaluate proposals received.
September 1, 2024	Notice to Proceed anticipated to be issued.

3. [RESERVED]

4. **SIGNATURE ON PROPOSAL; CORRECTIONS.** Each Proposer must correctly execute all forms, affidavits, and acknowledgments for which signature and notary blocks are provided. If the proposal is made by an individual, that person’s name and business address shall be shown. If made by a partnership, the name and business address of an authorized member of the firm or partnership shall be shown. If made by a corporation, the person signing the proposal shall show the name of the State under the laws of which the corporation was chartered. In addition, the proposal shall bear the seal of the corporation. Anyone signing the proposal as agent shall file with the proposal legal evidence of his/her authority to do so. All proposals must be completed in pen and ink or type written. No erasures are permitted. If a correction is necessary, draw a single line through the entered figure and enter the corrected figure above it. Corrections must be initialed by the person signing the proposal.

5. [RESERVED]

6. FAMILIARITY WITH THE PROJECT. The Proposer, by and through the submission of the Proposal, agrees that he shall be held responsible for having heretofore examined the project site, the location of all proposed work and for having satisfied himself from his own personal knowledge and experience or professional advice as to the character, conditions, and location of the site, the nature of the shrubs, trees, palms, vegetation, weeds, , ground, surface and subsurface, and any other conditions surrounding and affecting the work, any obstruction, the nature of any existing construction, and all other physical characteristics of the job, in order that the Proposer may include in the prices which the Proposer proposes all costs pertaining to the work and thereby provide for the satisfactory vegetation removal thereof. The Proposer agrees to accept the site in an “as is” condition and hold its prices for the period set forth in this proposal package, regardless of any changes to the site that may occur from the time of Proposal submission and through the time of contract award and the start of any work under the contract. The Proposer, in preparing the Proposal, shall take into consideration that work by other contractors may be in progress at or near the site and that the Proposer shall not interfere with work done by such other contractors.

7. FAMILIARITY WITH THE LAW. By submitting a Proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work as well as the District’s operating rules and procedures. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

8. PROJECT MANUAL. The “Project Manual” and any addenda thereto, will be available from the District’s Engineer by sending an email to maz@johnsoneng.com beginning **July 1, 2024 at 4 p.m.** A Confirmation Form (see Proposer’s Forms – Part V) is to be emailed to the Owner’s Engineer, Mr. Mark Zordan, at maz@johnsoneng.com, confirming that the Bidder has received the Bid Documents and that they are legible, usable and complete.

9. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience to do the work specified herein at the sole and absolute discretion of the District. The Proposer shall submit with its Proposal satisfactory evidence of experience in similar work and show that it is fully prepared with the necessary organization, capital, and equipment to provide the required work to the satisfaction of the District.

10. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, if the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

11. INTERPRETATIONS AND ADDENDA. All questions about the meaning or intent of the Project Manual are to be directed in writing, via e-mail only, to Johnson Engineering, Inc., District Engineer, care of Mark Zordan at maz@johnsoneng.com. Additionally, the District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the Proposal opening. Interpretations or clarifications considered necessary in response to questions or in otherwise in order to clarify the requirements of the Project Manual will be issued by Addenda to all parties. Questions received after **July 24, 2024, at 5:00 p.m.** will not be

answered. Answers to all questions will be provided to all Proposers by e-mail. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally.

12. SUBMISSION OF PROPOSAL. Submit one electronic file or one (1) original hard copy, one copy, and an electronic file or a file in portable document format (PDF) file on a flash-drive, along with other requested attachments, at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the project title and name and address of the Proposer and accompanied by the required documents. If the Proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with a notation “RESPONSE TO REQUEST FOR PROPOSALS (Mediterra Community Development District – Right-of-Way Fuel Load Reduction Services) ENCLOSED” on the face of it. Hand delivered proposals shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project title and name. Emailed proposals will not be accepted. All costs to prepare and submit a response shall be borne by the Proposer. All proposals will be publicly opened on **July 29, 2024, at 3:00 p.m. (ET)**, at the office of the District Engineer, Johnson Engineering, Inc., 2122 Johnson Street, Fort Myers, Florida 33901.

13. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where Proposals are to be submitted at any time prior to the time and date the proposals are due. No Proposal may be withdrawn after opening for a period of ninety (90) days.

14. PROPOSAL FORMS. All blanks on the Proposal forms must be completed in ink or typewritten. The Proposal shall contain an acknowledgment of receipt of all Addenda. In making its Proposal, each Proposer represents that it has read and understands the Project Manual and that the Proposal is made in accordance therewith, including verification of the contents of the Project Manual against the Table of Contents. Proposer shall provide in their Proposal a complete breakdown of proposal as indicated on the proposal sheet included in Exhibit A. Failure to supply any requested information and submit fully completed forms may result in disqualification. The District reserves the right to request additional information if clarification is necessary. Each Proposer shall submit a proposal guarantee in the form of a bid bond or cashier’s check in the amount of five percent (5%) of proposal amount with its proposal (the “Proposal Guarantee”). The Proposal Guarantees shall be held until the time of award of contract with the successful proposer at which time the Proposal Guarantees shall be returned to all unsuccessful Proposers. If the successful Proposer shall not enter into the Contract as within fourteen (14) days as set forth below, the Proposer shall forfeit its Proposal Guarantee to the District.

15. PROPOSAL INFORMATION. All Proposals should include the following information, among other things described herein:

- A. A completed and executed Proposal Form, with all of its parts and any attachments, as well as executed copies of the Affidavit Regarding Proposal, the Sworn Statement Regarding Public Entity Crimes, and the Sworn Statement Regarding Scrutinized Companies.

- B. A listing of the position / title and corporate responsibilities of key management or supervisory personnel (forms attached). Include resumes for each person listed, and list years of experience in present position for each party listed and years of related experience.
- C. Describe proposed staffing levels, including information on current operations, administrative, maintenance and management staffing of both a professional and technical nature, including resumes for staff at or above the project manager level.
- D. Information related to other projects of similar size and scope for which Proposer has provided, or is currently providing, fuel load reduction services over the past 5 years (forms attached), including the scope of services provided, the name of the project owner, and a contact name and phone number.
- E. A list of the total annual dollar value of work completed for the last three (3) years.
- F. A list of all other contracts related to the provision of services by the Proposer in which the company is presently engaged.
- G. At least three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person. The references may, but are not required to, overlap with the projects or current contracts as listed under items E. and F.
- H. A narrative description of the Proposer's approach to providing the services as described in the scope of services provided herein (limited to five (5) pages).
- I. Completed proposal pricing sheet. All responses must itemize the cost for each of the items described in the Project Manual and break out all costs..
- J. A current Certificate of Insurance and proof of financial capability, as specified herein.

16. INSURANCE. All Proposers shall include as part of their proposal a current Certificate of Insurance demonstrating the company's ability to meet the insurance coverage requirements set forth in the attached contract form provided herein. In the event the Proposer is notified of award, it shall provide proof of the insurance coverage identifying the District, its officers, employees and agents as additional insureds, as stated in the contract form provided herein, within fifteen (15) calendar days after notification, or within such approved extended period as the District may grant. Failure to provide proof of insurance coverage shall constitute a default.

17. FINANCIALS. In evaluating and scoring the proposals, the District will consider the financial capability of each Proposer, and as such each Proposer should submit relevant information regarding financial capability. In the event the Proposer is notified of award, the

District may in its sole discretion require that the Proposer provide sufficient proof of financial capability, including, if requested, audited financial statements from the last three years.

18. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, in its sole and absolute discretion, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

19. CONTRACT AWARD; CHANGES. Within fifteen (15) days of receipt of the Notice of Award from the District or as otherwise extended by the District, the Proposer shall enter into and execute a contract in substantially the form included in the Project Manual. If a Proposer to whom a contract is awarded forfeits and fails to execute a contract agreement within the aforementioned timeframe, the contract award may be annulled at the District's option. If the award is annulled, the District may, at its sole discretion, award the contract to the next highest ranked Proposer for the contract work, re-advertise, perform the work by day/temporary labor, or through in-house operations. The successful Proposer ("**Contractor**") is expected to commence work on or about September 1, 2024, or on such other date as may be specified by the district in a written Notice to Proceed. The contract shall be for the duration of the Project, not to exceed ninety days, and, upon expiration or termination. Any work performed prior to issuance of a Notice to Proceed shall be at the Proposer's or Contractor's risk unless specifically agreed in writing. This RFP does not guarantee that a contract will be awarded. The District reserves the exclusive right to reject any and all Proposals and to award by items, groups of items, or total proposal.

The District reserves the right to order changes in its scope of work and resulting contract. The successful proposer has the right to request an equitable price adjustment in cases where modifications to the contract under the authority of this clause result in increased costs to the Contractor. Price adjustments will be based on the prices proposed by the Contractor in response to this solicitation. Any contract resulting from this solicitation may be modified upon written and mutual consent of both parties.

20. MANDATORY AND PERMISSIVE REQUIREMENTS. Notwithstanding anything else within the Project Manual, the only mandatory requirements of this Project Manual are that each Proposer must (1) be authorized to do business in Florida, (2) hold all required state and federal licenses in good standing; and (3) have at least five (5) years of experience as a fuel load reduction contractor. All other requirements set forth in the Project Manual shall be deemed "permissive," in that a Proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the Proposer's Proposal, but instead in the Board's discretion may result in the disqualification of a Proposal or alternatively may be taken into account in the evaluation and scoring of the Proposal.

21. INDEMNIFICATION. The successful Proposer shall fully indemnify, defend and hold harmless the District and its officers, agents, and employees from and against all claims, damages, costs and losses arising, in whole or in part, from its negligence or breach of contract, as more fully set forth in the contract form, provided herein.

22. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute or law.

23. EVALUATION OF PROPOSALS. The proposals shall be ranked based on the criteria presented in the Evaluation Criteria sheets contained within the Project Manual. Price will be one factor used in determining the proposal that is in the District's best interest, but the District explicitly reserves the right to make such award to other than the lowest priced proposal. The Board shall review and evaluate the Proposals in their individual discretion and make any final determination with respect to the award of a final contract that is in the best interests of the District. Proposals may be held by the District for a period not to exceed 90 days from the date of proposal opening for the purposes of reviewing the proposals and investigating the qualifications of the Proposers, prior to executing a contract agreement. During this time, all provisions of the submitted proposal must be in effect, including pricing. The District may visit the Proposer's facilities as part of the evaluation process. The District also reserves the right to seek clarification from prospective firms on any issue in a response, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the proposal score or the disqualification of the proposal response.

24. COLLUSION. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

25. BLACK OUT PERIOD/CONE OF SILENCE. The black out period is defined as between the time the Request for Proposals is issued by the District and the time the Board awards the contract. During this black out period, and except as otherwise expressly authorized herein, any attempt to communicate either directly or indirectly with District staff or officials related to this solicitation for goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication, will result in disqualification of their award and/or contract. This does not apply to pre-solicitation conferences, contract negotiations, or communications with staff not concerning this solicitation.

26. PRICING. Proposers shall submit their price information on the supplied forms with all blank spaces completed. Proposers shall also sign the required form. Each line item shall be clearly stated and cover all charges including incidental expenses, applicable taxes, insurance, overhead and profit. Proposers will not be allowed to make any substitutions in materials, quantities or frequencies during the proposal process. Proposers shall guarantee that their pricing to the District shall not increase throughout the term of the contract agreement executed.

27. REFERENCE TERMS. Any headings in this document are for the purposes of reference only and shall not limit or otherwise affect the meaning thereof. Any reference to gender shall be construed to include all genders, firms, partnerships and corporations. References in the singular shall be construed to include the plural and references in the plural shall be construed to include the singular.

28. ADDITIONAL TERMS AND CONDITIONS. No additional terms and conditions included with the proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the Proposer's authorized signature affixed to the proposal attests to this.

29. PROTESTS. Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the map, the specifications, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after the Proposal Pick-Up Time, and any protest relating to a decision regarding a contract award or rejection of proposal(s) must be filed within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of a notice of such a decision. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications, contract documents, or decision. Additional information and requirements regarding protests are set forth in the District's Rules of Procedure, which are available from the District Manager. All protests must be filed to: District Manager, adamsc@whhassociates.com.

30. PROTEST BOND. Any proposer who files a Notice of Protest protesting the Project Manual, a proposal rejection, or a proposal award shall post with the District at the time of filing, a protest bond payable to the District. The protest bond for protesting the Project Manual shall be in the amount of ten thousand dollars (\$10,000.00). Notwithstanding the District's operating rules, the protest bond for protesting a proposal rejection or proposal award shall be in an amount equal to ten percent (10%) of the value of the solicitation, but in no case less than ten thousand dollars (\$10,000.00). Bonds shall be by a U.S. postal service money order, certified, cashier's check or such other form of surety as the District's Staff may approve. All bonds shall be made payable to the District. Failure to post such bond within the requested time period shall result in the protest being dismissed by the District, with the proposer afforded no relief.

If the person or firm protesting the award prevails, the bond shall be returned to the protestor; however, if, after completion of a formal protest hearing in which the District prevails, the bond shall be applied to payment of the costs and attorney fees incurred by the District relative to the protest. The entire amount of the bond shall be forfeited if the District determines that a protest was filed for a frivolous or improper purpose, including, but not limited to, the purpose of harassing, causing unnecessary delay, or causing needless cost for the District or other parties. No proposer shall be entitled to recover any costs of proposal preparation from the District, regardless of the outcome of any protest.

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III. EVALUATION CRITERIA

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS RIGHT-OF-WAY FUEL LOAD REDUCTION SERVICES

EVALUATION CRITERIA

1. Personnel & Equipment (15 Points Possible) (____ Points Awarded)

This category addresses the following criteria: skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the property; present ability to manage this project; proposed staffing levels; capability of performing the work; geographic location; subcontractor listing; inventory of all equipment; etc. Skill set includes certification, technical training, and experience with similar projects. Please include resumes, certifications, etc., with proposal. Please also provide evidence of the proposer's ability to meet deadlines and be responsive to client needs.

2. Experience (15 Points Possible) (____ Points Awarded)

This category addresses past & current record and experience of the Proposer in similar projects; volume of work previously awarded to the firm; past performance in any other contracts; etc.

3. Understanding Scope of RFP (15 Points Possible) (____ Points Awarded)

This category addresses the following issues: Does the proposal demonstrate an understanding of the District's needs for the services requested? Does it provide all information as requested by the District including pricing, scheduling, staffing, etc.? Does it demonstrate clearly the ability to perform these services? Were any suggestions for "best practices" included? Does the proposal as a whole appear to be feasible, in light of the scope of work? Did the contractor use the forms provided from the Project Manual in responding to the proposal?

4. Financial Capacity (5 Points Possible) (____ Points Awarded)

This category addresses whether the Proposer has demonstrated that it has the financial resources and stability as a business entity necessary to implement and execute the work. Proposer should include proof of ability to provide insurance coverage as required by the District as well as audited financial statements, or similar information.

5. Price (50 Points Possible) (____ Points Awarded)

A full fifty (50) points will be awarded to the Proposer submitting the lowest proposal. All other proposers will receive a percentage of this amount based upon a formula which divides the low bid by the proposer's bid and is then multiplied by the number of points possible in this part of the Price evaluation.

EXAMPLE: Contractor “A” turns in a bid of \$210,000 and is deemed to be low bid and will receive the full 50 points. Contractor “B” turns in a bid of \$265,000. Bid “A” is divided by Bid “B” then multiplied by the number of points possible (50). $(210,000/265,000) \times 50 = 39.62$, therefore, Contractor “B” will receive 39.62 of 50 possible points. Contractor “C” turns in a bid of \$425,000. Bid “A” is divided by Bid “C” then multiplied by the number of points possible (50). $(210,000/425,000) \times 50 = 24.71$, therefore, Contractor “C” will receive 24.71 of 50 points.

Proposer’s Total Score (100 Points Possible) (____ Points Awarded)

Additional Information Regarding Evaluation

Once proposals are received, the District’s Board of Supervisors will review each proposal and score each based on the evaluation criteria, information provided in response to reference checks, and any other information available to the District and permitted to be used under law. The District’s award will be based on the proposal that is most advantageous to the District.

The District reserves the right to seek clarification from prospective firms on any issue in a response for the District, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District’s best interest. Failure to submit the requested information or required documentation may result in the lessening of the proposal score or the disqualification of the proposal response.

Do not attempt to contact any District Board member, staff member or any person other than the appointed staff for questions relating to this RFP. Anyone attempting to lobby District representatives will be disqualified.

It is anticipated that the District’s Board of Supervisors will meet to evaluate the proposals on August 21, 2024, at 9:00 a.m., but the District reserves the right to reschedule any such meeting.

IV. AFFIDAVIT REGARDING PROPOSAL

STATE OF _____
COUNTY OF _____

Before me, the undersigned authority, appeared the affiant, _____, and having taken an oath, affiant, based on personal knowledge, deposes and states:

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ (“Proposer”), and am authorized to make this Affidavit Regarding Proposal on behalf of Proposer.

2. I assisted with the preparation of, and have reviewed, the Proposer’s proposal (“Proposal”) provided in response to the Mediterra Community Development District’s (“District”) request for proposals for right-of-way fuel load reduction services. All of the information provided therein is full and complete, and truthful and accurate. I understand that intentional inclusion of false, deceptive or fraudulent statements, or the intentional failure to include full and complete answers, may constitute fraud; and, that the District may consider such action on the part of the Proposer to constitute good cause for rejection of the proposal.

3. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging.

4. The Proposer agrees through submission of the Proposal to honor all pricing information for ninety (90) days from the opening of the proposals, and if awarded the contract on the basis of this Proposal to enter into and execute the contract in the form included in the Project Manual.

5. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual’s Table of Contents, as well as the receipt of the following Addenda:

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

6. By signing below, the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual; and (iv) Proposer has waived any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the proposal notice, proposal

instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual.

7. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Affidavit Regarding Proposal and that the foregoing is true and correct.

Dated this _____ day of _____, 2024.

Proposer: _____

By: _____

Title: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this ____ day of _____, 2024, by _____ of _____, who is personally known to me or who has produced _____ as identification, and did or did not take the oath.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____

My Commission Expires: _____

V. PROPOSAL FORMS

**PROPOSAL FORM
FOR
RIGHT-OF-WAY FUEL LOAD REDUCTION SERVICES**

TO BE SUBMITTED TO:

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
on or before July 29, 2024 at 3:00 p.m. (ET)

TO: Mediterra Community Development District

FROM: _____
(Proposer)

In accordance with the Request for Proposals for Right-Of-Way Fuel Load Reduction Services for Mediterra Community Development District, the undersigned proposes to provide all services as described in the detailed Scope and/or Specifications for the District.

All proposals shall be in accordance with the Project Manual.

Proposal Form Contents:

- Proposal Summary
- Part I – General Information
- Part II – Personnel and Equipment
- Part III – Experience
- Part IV – Pricing
- Part V – Confirmation Form
- Part VI - Affidavit for Integrity in Public Contracting and Purchasing, E-Verity, and Non-Collusion
- Signature Page

**PROPOSAL FORM
PROPOSAL SUMMARY SHEET**

I, _____ REPRESENTING _____
Company and/or Corporation (“Proposer”), agree to furnish the services required in the
scope/specifications at the following prices:

I.

Restoration	Qty	Unit	Bid Cost
Upland Preserves	4.92	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Upland Preserves Subtotal			
Wetland Preserves	4.46	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Wetland Preserves Subtotal			\$
TOTAL			\$

II. Proposer Information

NAME OF PROPOSER: _____

ADDRESS: _____

PHONE: _____ FAX: _____

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

ESTIMATED DURATION OF WORK: _____
(Not to be greater than 90 days)

PROPOSAL FORM
PART I – GENERAL INFORMATION

• *Proposer General Information:*

Proposer Name _____

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

Parent Company Name (if any) _____

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

• *Company Standing:*

Proposer's Corporate Form: _____
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? _____ Date _____

Is the Proposer in good standing with that State? Yes ___ No ___

If no, please explain _____

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Florida? Yes ___ No ___

If no, please explain _____

- *What are the Proposer's current insurance limits?*

General Liability	\$ _____
Automobile Liability	\$ _____
Workers Compensation	\$ _____
Expiration Date	_____

- *Licensure* – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing:

PROPOSAL FORM
PART II – PERSONNEL AND EQUIPMENT

- *List the location of the Proposer’s office, which would perform work for the District.*

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

- *Proposed Staffing Levels - Fuel load reduction staff will include the following:*

_____ Supervisors, who will be onsite ___ days per week;
_____ Technical personnel, who will be onsite ___ days per ____; and
_____ Laborers, who will be onsite ___ days per week.

- *Officers and Supervisory Personnel – Please complete the pages that follow at the end of this Part regarding the Proposer’s Officers and Supervisory Personnel, and attach resumes for any individuals listed.*

- *Technical Personnel – Does the Proposer currently employ any other technical personnel who have expertise in fuel load reduction, or other relevant fields of expertise? Yes ___ No ___ If yes, please provide the following information for each person (attach additional sheets if necessary):*

Name: _____

Position / Certifications: _____

Duties / Responsibilities: _____

% of Time to Be Dedicated to This Project: _____%

Please describe the person’s role in other projects on behalf of the Proposer:

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Duties / Responsibilities: _____

Dollar Amount of Contract: _____

Proposer's Scope of Services for Project: _____

Dates Serviced: _____

- *Subcontractors – Does the Proposer intend to use any subcontractors in connection with the work? Yes ___ No ___ For each subcontractor, please provide the following information (attach additional sheets if necessary):*

Subcontractor Name _____

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

Proposed Duties / Responsibilities: _____

Please describe the subcontractor's role in other projects on behalf of the Proposer:

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Proposer's Scope of Services for Project: _____

Dates Serviced: _____

- *Security Measures - Please describe any background checks or other security measures that were taken with respect to the hiring and retention of the Proposer's personnel who will be involved with this project, and provide proof thereof to the extent permitted by law:*

OFFICERS

PROPOSER: _____

DATE: _____

Provide the following information for key officers of the Proposer and parent company, if any.

NAME	POSITION OR TITLE	RESPONSIBILITIES	INDIVIDUAL'S RESIDENCE CITY, STATE
FOR PARENT COMPANY (if applicable)			

**PROPOSAL FORM
PART III – EXPERIENCE**

- *Has the Proposer performed work for a community development district previously?*
Yes ___ No ___
If yes, please provide the following information for each project (attach additional sheets if necessary):

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Scope of Services for Project: _____

Dates Serviced: _____

- *List the Proposer's total annual dollar value of fuel load reduction services work completed for each of the last three (3) years:*

2023 = _____

2022 = _____

2021 = _____

- *Please provide the following information for each project that is similar to this project, currently undertaken, or undertaken in the past five years. The projects must include irrigation maintenance as well. Attach additional sheets if necessary.*

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

How was the project similar to this project? _____

Your Company's Detailed Scope of Services for Project (i.e. fertilization, mowing, pest control, weed control, thatch removal, irrigation, etc.): _____

List of equipment used on site: _____

List of subcontractors used: _____

Is this a current contract? Yes ___ No ___

Duration of contract: _____

- *(Information regarding similar projects – continued)*

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

How was the project similar to this project? _____

Your Company's Detailed Scope of Services for Project (i.e. fertilization, mowing, pest control, weed control, thatch removal, irrigation, etc.): _____

List of equipment used on site: _____

List of subcontractors used: _____

Is this a current contract? Yes ___ No ___

Duration of contract: _____

- *(Information regarding similar projects – continued)*

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

How was the project similar to this project? _____

Your Company's Detailed Scope of Services for Project (i.e. fertilization, mowing, pest control, weed control, thatch removal, irrigation, etc.): _____

List of equipment used on site: _____

List of subcontractors used: _____

Is this a current contract? Yes ___ No ___

Duration of contract: _____

- *(Information regarding similar projects – continued)*

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

How was the project similar to this project? _____

Your Company's Detailed Scope of Services for Project (i.e. fertilization, mowing, pest control, weed control, thatch removal, irrigation, etc.): _____

List of equipment used on site: _____

List of subcontractors used: _____

Is this a current contract? Yes ___ No ___

Duration of contract: _____

- *Has the Proposer, or any of its principals or supervisory personnel (e.g., owner, officer, or supervisor, etc.), been terminated from any fuel load reduction contract within the past 5 years? Yes _____ No _____ For each such incident, please provide the following information (attach additional sheets as needed):*

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Scope of Services for Project: _____

Dates Serviced: _____

Reason for Termination: _____

- *Has the Proposer been cited by OSHA for any job site or company office/shop safety violations in the past five years? Yes ___ No ___*

If yes, please describe each violation, fine, and resolution _____

What is the Proposer's current worker compensation rating? _____

Has the Proposer experienced any worker injuries resulting in a worker losing more than ten (10) working days as a result of the injury in the past five years? Yes ___ No ___

If yes, please describe each incident _____

- *Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from proposing or contracting on any state, local, or federal contracts? Yes ___ No ___ If yes, please provide:*

The names of the entities _____

The state(s) where barred or suspended _____

The period(s) of debarment or suspension _____

Also, please explain the basis for any bar or suspension:

- *List any and all governmental enforcement actions (e.g., any action taken to impose fines or penalties, licensure issues, permit violations, consent orders, etc.) taken against the Proposer or its principals, or relating to the work of the Proposer or its principals, in the last five (5) years. Please describe the nature of the action, the Proposer’s role in the action, and the status and/or resolution of the action.*

- *List any and all litigation to which the Proposer or its principals have been a party in the last five (5) years. Please describe the nature of the litigation, the Proposer’s role in the litigation, and the status and/or resolution of the litigation.*

- *Has the Proposer or any of its affiliates (parents or subsidiaries), or any of the Proposer’s officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years? Yes () No () If yes, provide the following:*

Identify the Case # and Tribunal: _____

Describe the Nature of the Action: _____

Describe the Proposer’s Role in the Action and Describe the Status and/or Resolution:

- *Has the Proposer or any of its affiliates (parents or subsidiaries), or any of the Proposer’s officers or principal members, shareholders or investors executed an assignment for the benefit of creditors within the past 10 years? Yes () No () If yes, please explain:*

- *Has the Proposer or any of its affiliates (parents or subsidiaries), or any of the Proposer's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation (e.g., failing to pay subcontractors or materialmen) within the past 10 years? Yes () No () If yes, please explain:*

**PROPOSAL FORM
PART V – CONFIRMATION FORM**

**MEDITERRA CDD RIGHT-OF-WAY FUEL LOAD REDUCTION
FOR MEDITERRA COMMUNITY DEVELOPMENT DISTRICT**

Submit the completed Confirmation Form with the Proposal Form confirming that the Bidder has received the Bid Documents and that they are legible, usable and complete.

Contractor/Bidder Name

Complete Physical Address

Complete Mailing Address

Individual Contractor/Bidder Name Representative and Title

Office/Work Phone Number

Cell/Mobile Phone Number

Fax Number

Email Address

Signature

By signing and executing this form, Bidder confirms they have received the Bid Documents and that they are legible, usable and complete.

VI. AFFIDAVIT FOR INTEGRITY IN PUBLIC CONTRACTING AND PURCHASING, E-VERIFY, AND NON-COLLUSION

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Name of Proposer: _____

I am authorized to make this affidavit on behalf of my firm and its owner, directors, and officers. I state that:

Chapter 287, Florida Statutes, on Integrity of Public Contracting and Purchasing

1. I have read and am familiar with Chapter 287, Florida Statutes, and specifically including the following Sections (“Public Integrity Laws”):
 - a. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
 - b. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
 - c. Section 287.135, *Florida Statutes*, titled *Prohibition against contracting with scrutinized companies*;
 - d. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation of the right to transact business with public entities; denial of economic benefits*; and
 - e. Section 287.138, *Florida Statutes*, titled *Contracting with entities of foreign countries of concern prohibited*.
2. I understand that the Public Integrity Laws, with limited exceptions, prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District (“Prohibited Criteria”).
3. I understand that the Public Integrity Laws apply to the bidding documents applicable to the District’s Request for Proposals for Right-Of-Way Fuel Load Reduction Services Project (“Project”) and the contract to be executed in connection with the Project.
4. Based on information and belief, the statement which I have marked below is true in relation to the Proposer submitting this sworn statement. (Indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, meets any of the Prohibited Criteria. Thus, the entity is not prohibited from bidding on or entering into or renewing a contract with the District.

_____ The entity submitting this sworn statement, one of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity, meets one or more of the Prohibited Criteria.

If this statement is marked, the Proposer may provide additional information regarding the same in the space provided directly below (or by attaching a separate sheet and indicating this method in the space provided directly below). Such additional information may be related to the Proposer's alleged basis for entitlement to an exception from the prohibition on bidding or contracting, to the extent one is permissible under Florida law.

5. If awarded the contract, the Proposer will immediately notify the District in writing if either the Proposer, any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity, meets any of the Prohibited Criteria after award of the contract or during the term of the contract.

E-Verify

1. I understand that, pursuant to Section 448.095(2), Florida Statutes, we must comply with Florida's E-Verify law in order to enter into an agreement with a public employer.
2. Our firm is registered with and uses the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
3. No public employer has terminated a contract with our firm under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of our proposal.
4. Our firm is currently in compliance and will remain in compliance, for the duration of the agreement, with all requirements of Section 448.095(2), Florida Statutes.
5. I understand that, if there is a good faith belief that our firm has knowingly violated Section 448.09(1), Florida Statutes, there is an obligation to terminate the agreement pursuant to Section 448.095(2)(c), Florida Statutes.
6. I understand that, if there is a good faith belief that one of our subcontractor(s) has knowingly violated the Section 448.09(1), Florida Statutes, but our firm has otherwise complied with its obligations thereunder, then our firm will be required to immediately terminate its contract with the subcontractor in order to continue providing services to a public employer.

Non-Collusion

1. The price(s) and amount(s) of in our proposal have been arrived at independently and without consultation, communication, or agreement with any other proposer, potential proposer, proposal, or potential proposal.
2. Neither the price(s) nor the amount(s) in our proposal, have been disclosed to any other firm or person who is a proposer or potential proposer, and they will not be disclosed before opening of all proposals.
3. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a proposal, or to submit a price(s) higher than the prices in our proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary proposal.
4. Our proposal is made in good faith and not pursuant to any agreement or discussion with, or

inducement from, any firm or person to submit a complementary or other noncompetitive proposal.

5. Our firm, its affiliates, subsidiaries, officers, director, and employees are not currently under investigation, by any governmental agency and have not in the last 3 years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to any public contract, except as disclosed.

I state that I and the named firm understand and acknowledge that the above representations are material and important and will be relied on by the Mediterra Community Development District for which our proposal is submitted. I understand and my firm understands that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the District of the true facts relating to the submission of proposals for this work.

Signature of Authorized Signatory of Proposer

Sworn before me on _____, 2024

Notary Public Signature

Notary Stamp

VII. FORM OF RIGHT-OF-WAY FUEL LOAD REDUCTION SERVICES AGREEMENT

THIS AGREEMENT (“Agreement”) is made and entered into this ___ day of _____ 2024, by and between:

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Collier and Lee Counties, Florida, whose mailing address is 1540 International Parkway, Suite 2000, Lake Mary, Florida 32746 (the “**District**”), and

_____, a Florida _____, with an address of _____ (“**Contractor**”).

RECITALS

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements; and

WHEREAS, the District has a need to retain an independent contractor to provide vegetation removal and fuel load reduction services for certain right-of-way lands within and around the District; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified, willing and capable to serve as a fuel load reduction contractor and provide such services to the District.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, it is agreed that Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and Contractor have agreed upon:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this Agreement.

2. CONTRACTOR OBLIGATIONS.

A. *Description of Work and Services.*

a. The Contractor agrees to provide the labor, materials and services necessary for the provision of the Services as described herein and in the attached Exhibit A. The completion of the Services shall commence upon the execution of this Agreement and shall be completed within 90 calendar days of execution of this Agreement, unless extended in writing by the District in its sole discretion or terminated earlier in accordance with the terms of this Agreement.

- b. The Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met so long as in accordance with the required specifications included as Exhibit A to the satisfaction of the District and in accordance with this Agreement. Contractor shall use industry best practices and procedures when carrying out the Services. Any additional compensation for additional duties shall be paid only as negotiated between the Parties and upon the written authorization of the District.
- c. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, ordinances and regulations affecting the provision of the Services.
- d. The Contractor shall report directly to the District's Designee who shall be the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage and shall follow and be responsible for the completion of the Services set forth in Exhibit A within the District. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.
- e. The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Agreement. Upon the completion of the Services, the Contractor shall remove from the site waste materials, rubbish, tools, construction equipment, machinery and surplus materials. If the Contractor fails to clean up the worksite as provided herein, the District may do so, in its sole discretion, and the cost thereof shall be charged to the Contractor.

B. *Acceptance of Site.* By executing this Agreement, the Contractor agrees that the Contractor was able to inspect the site prior to the execution of this Agreement. No changes to the compensation set forth in this Agreement shall be made based on any claim that the site was unsuitable for such landscaping.

C. *Manner of Contractor's Performance.* The Contractor agrees, as an independent contractor, to undertake the Work as specified in this Agreement. All Work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with all applicable industry standards, and as required by the Scope of Services. The performance of all Work and additional services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

D. *Discipline, Employment.* Contractor shall maintain at all times strict discipline among its employees, subcontractors, agents and assigns and represents to the District that it has performed all necessary background checks of the same. Contractor shall not employ for work on the project any person unfit or without sufficient skills to perform the job for which such person is employed.

E. Protection of Property. Contractor shall use all due care to protect against any harm to persons or property while performing the Work. If Contractor's acts or omissions result in any damage to property within the District, the Contractor shall immediately notify the District and promptly repair all damage – and/or promptly replace damaged property – to the sole satisfaction of the District. If Contractor fails to do so, the District reserves the right to make such repairs and Contractor shall reimburse the costs of such repair or replacement.

F. District Representative; Reporting. The District shall designate in writing a person to act as the District Representative with respect to the Work to be performed under this Agreement. The District Representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to Contractor's services, including the Work.

i. The District hereby designates the District Manager or his or her designee, to act as the District Representative.

ii. The District shall have the right to change its designated Representative with written notice to Contractor.

G. Compliance with Laws. The Contractor shall keep, observe, and perform all requirements of applicable local, state and federal laws, rules, regulations, ordinances, permits, licenses, or other requirements or approvals. Further, the Contractor shall notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, state, or federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any act or omission of the Contractor or any of its agents, servants, employees, or material men, or appliances, or any other requirements applicable to provision of services. Additionally, the Contractor shall promptly comply with any requirement of such governmental entity after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation.

H. Safety. Contractor shall provide for and oversee all safety orders, precautions, and programs necessary for the Work. Contractor shall maintain an adequate safety program to ensure the safety of employees and any other individuals working under this Agreement. Contractor shall comply with all OSHA standards. Contractor shall take precautions at all times to protect any persons and property in performing the Work, utilizing safety equipment including but not limited to bright vests and traffic cones.

I. Payment of Taxes; Procurement of Licenses and Permits. Contractor shall pay all taxes required by law in connection with the Work, including sales, use, and similar taxes, and shall secure all licenses and permits necessary for proper completion of the Work, paying the fees therefore and ascertaining that the permits meet all requirements of applicable federal, state and local laws or requirements.

J. Subcontractors. Contractor shall not assign any portion of the Work to subcontractors without prior, written approval of the District. In the event any portions of the Work are assigned to subcontractors, Contractor shall be responsible for the satisfactory performance of such work by subcontractors. Nothing in this Agreement shall be construed to create a contractual relationship between any subcontractor and the District.

K. Independent Contractor Status. In all matters relating to this Agreement, Contractor shall be acting as an independent contractor. Neither Contractor nor employees of Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of Contractor, if any, in the performance of this Agreement. Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

3. COMPENSATION; TERM.

A. Term. The term of this Agreement shall be from September 1, 2024, and conclude in 90 days, or by December 1, 2024 unless terminated earlier in accordance with the terms of this Agreement.

B. Compensation. As compensation for the completion of the Services, the District agrees to pay the Contractor _____ Dollars (\$___) which amount includes all items, labor and materials necessary to complete the Services. The Contractor shall invoice the District upon completion of the Services, and the District shall provide payment within thirty (30) days of receipt of such an invoice. Contractor's invoice shall contain, at a minimum, the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the invoice with a description of each sufficient for the District to approve each cost, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, section 218.70, et seq., *Florida Statutes*, these monthly invoices are due and payable within forty-five (45) days of receipt by the District.

C. Additional Work. If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

4. TERMINATION. The District agrees that the Contractor may terminate this Agreement for cause by providing sixty (60) days' written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that, notwithstanding any other provision of this

Agreement, and regardless of whether any of the procedural steps set forth in this Agreement are taken, the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Any termination by the District shall not result in liability for consequential damages, lost profits, or any other damages or liability. However, upon any termination of this Agreement by the District, the Contractor shall be entitled to payment for all Work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor. On a default by Contractor, the District may elect not to terminate the Agreement, and instead to demand that Contractor cure any failure constituting default and make appropriate deduction or revision to the payment to become due to Contractor. Furthermore, the District reserves the right to pursue any and all available remedies under the law, including but not limited to equitable and legal remedies and withhold payment pending outcome of such dispute.

5. INSURANCE.

A. *Insurance Required.* Before commencing any Work, the Contractor shall furnish the District with a Certificate of Insurance evidencing compliance with the requirements of this section. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be primary and written on forms acceptable to the District. Additionally, insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of A-VII. The procuring of required policies of insurance shall not be construed to limit Contractor's liability or to fulfill the indemnification provisions and requirements of this Agreement.

B. *Types of Insurance Coverage Required.* Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the following insurance:

i. Worker's Compensation Insurance in accordance with the laws of the State of Florida. In the event the Contractor has "leased" employees, the Contractor or the employee leasing company must provide evidence of a Minimum Premium Workers' Compensation policy, along with a Waiver of Subrogation in favor of the District. All documentation must be provided to the District at the address listed below. No contractor or sub-contractor operating under a worker's compensation exemption shall access or work on the site.

ii. Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.

iii. Commercial General Liability Insurance covering Contractor's legal liability for bodily injuries, property damage, contractual, products and completed operations, and personal injury, with limits of not less than \$2,000,000 per occurrence, and further, including, but not being limited to, Independent

Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.

iv. Automobile Liability Insurance for bodily injuries in limits of not less than \$2,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

v. Umbrella Excess Liability Insurance to cover any liability in excess of the limits of coverage already required and with limits of at least \$1,000,000 per occurrence and \$1,000,000 on aggregate.

C. *Additional Insured.* All policies required by this Agreement, with the exception of Workers' Compensation, or unless specific approval is given by the District, are to be written on an occurrence basis, and shall name the District, and its supervisors, officers, staff, agents, employees, and representatives as additional insured (with the exception of Workers' Compensation insurance) as their interest may appear under this Agreement. Insurer(s), with the exception of Workers' Compensation on non-leased employees, shall agree to waive all rights of subrogation against the District and its supervisors, officers, staff, agents, employees, and representatives.

D. *Sub-Contractors.* Insurance requirements itemized in this Agreement and required of the Contractor shall be provided on behalf of all sub-contractors, if any and if approved, to cover their operations performed under this Agreement. The Contractor shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to sub-contractors.

E. *Payment of Premiums.* The Contractor shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Agreement and shall be solely responsible for the payment of all deductibles and retentions to which such policies are subject, whether or not the District is an insured under the policy.

F. *Notice of Claims.* Notices of accidents (occurrences) and notices of claims associated with work being performed under this Agreement shall be provided to the Contractor's insurance company and to the District as soon as practicable after notice to the insured.

G. *Failure to Provide Insurance.* The District shall retain the right to review, at any time, coverage, form, and amount of insurance. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance to the District and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance. If Contractor fails to pay such cost to the District, the District may deduct such amount from any payment due the Contractor.

6. INDEMNIFICATION.

A. The Contractor shall indemnify, defend, and hold harmless, the District, the District's Board of Supervisors, District staff and the District's agents, officers, employees, contractors, and representatives from and against any and all liability, actions, claims, demands, loss, damage, injury, or harm of any nature whatsoever, arising from the acts or omissions of Contractor, or the Contractor's officers, directors, agents, assigns, employees, subcontractors, or representatives.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay, awards, court costs, mediation costs, litigation expenses, attorney fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), or other amounts of any kind.

C. The Contractor agrees that nothing in this Agreement shall serve as or be construed as a waiver of the District's or its staff, supervisors or consultant's limitations on liability contained in section 768.28, *Florida Statutes*, or other law. Any subcontractor retained by the Contractor shall acknowledge the same in writing, and it shall be Contractor's responsibility to secure such acknowledgments. Further, nothing herein shall be construed to limit or restrict the District's rights against the Contractor under applicable law.

D. In any and all claims against the District or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Agreement shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workmen's compensation acts, disability benefit acts, or other employee benefit acts.

E. It is understood and agreed that this Agreement is not a construction contract as that term is referenced in Section 725.06, *Florida Statutes*, and that said statutory provision does not govern, restrict or control this Agreement

7. MISCELLANEOUS PROVISIONS

A. *Default and Protection Against Third-party Interference.* A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

B. *Custom and Usage.* It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing or due to oversight; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed

Boca Raton, Florida 33431
Attn: District Manager

With a copy to:

Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. If to Contractor:

Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

K. *Third Party Beneficiaries.* This Agreement is solely for the benefit of the District and Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective Representative, successors, and assigns.

L. *Controlling Law; Venue.* This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Parties consent to and agree that the exclusive venue for any litigation arising out of or related to this Agreement shall be in a court of appropriate jurisdiction in and for Collier County, Florida.

M. *Public Records.* Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Cleo Adams (“Public Records Custodian”)**. Among other requirements and to the extent

applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PH: (561) 571-0010, CRISMONDC@WHHASSOCIATES.COM, 2300 GLADES ROAD, SUITE 410W, BOCA RATON, FLORIDA 33431.

N. *Severability.* The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

O. *Arm's Length Transaction.* This Agreement has been negotiated fully between the District and Contractor as an arm's length transaction. The District and Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

P. *Counterparts.* This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

Q. *Scrutinized Companies Statement.* Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran

Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

R. E-Verify. The Contractor agrees that it shall bear the responsibility for verifying the employment status of all persons it employs or subcontracts in the performance of this Agreement and agrees to otherwise comply with all applicable federal and Florida law, including but not limited to the Immigration Reform and Control Act of 1986, as amended, and Section 448.095, Florida Statutes. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

S. STATEMENT REGARDING CHAPTER 287 REQUIREMENTS. Contractor acknowledges that, in addition to all Laws and Regulations that apply to this Agreement, the following provisions of Florida law (“Public Integrity Laws”) apply to this Agreement:

- a. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
- b. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
- c. Section 287.135, *Florida Statutes*, titled *Prohibition against contracting with scrutinized companies*;
- d. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation of the right to transact business with public entities; denial of economic benefits*; and
- e. Section 287.138, *Florida Statutes*, titled *Contracting with entities of foreign countries of concern prohibited*.

Contractor acknowledges that the Public Integrity Laws prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District (“**Prohibited Criteria**”). Contractor certifies that in entering into this Contract, neither it nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, meets any of the Prohibited Criteria, and in the event such status changes, Contractor shall immediately notify the District.

T. Compliance with Section 20.055, Florida Statutes. The Contractor agrees to comply with section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with section 20.055(5), *Florida Statutes*.

[Remainder of this page intentionally left blank]

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

ATTEST:

**MEDITERRA COMMUNITY
DEVELOPMENT DISTRICT**

By: _____

- Secretary
- Assistant Secretary

By: _____

- Chairperson
- Vice Chairperson

WITNESS:

[CONTRACTOR]

By: _____

Its: _____

By: _____

Its: _____

Exhibit A: Scope of Services

Exhibit B: Service Maps

Exhibit C: Fee Summary

Exhibit A: Scope of Services

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 habit as required by various permitting agencies. This allowed the preserve and conservation areas to be intertwined with the 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

GENERAL NOTES:

- The CONTRACTOR is to coordinate their work schedule with the Mediterra Community Association (MCA) on a weekly basis.
- Maintenance of Traffic – The Contractor is responsible to ensure that the worksite is made and kept safe to all vehicular, bicycle, and pedestrian traffic, always. Proper signage and traffic control devices shall be posted and maintained in accordance with the 2023 Edition of the “Manual of Uniform Traffic Control Devices” and FDOT Index 600 Series.

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 sixty feet (60') 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 manner to maintain the integrity of plant material and emulate a natural vegetative community, not a landscaped 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.

It is important to note the frequency of hand trimming guidelines as described above 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 the permit to maintain the minimum 80% coverage of desirable native species.

2.1.1 Saw Palmetto

The Mediterranean 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 shall 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 eight feet (8') from the ground. Between eight feet (8') and fourteen feet (14') from the ground, fronds are to be removed while leaving the boots. All living palm fronds hanging below 90 degrees vertically that can be reached with a pole saw should be trimmed and removed up to fourteen feet (14') 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 vertically should be trimmed and removed. 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 utilizing a handsaw to avoid damaging the tree.

2.1.3 Other Species and Duff Layer

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

<u>Restoration</u>	<u>Qty</u>	<u>Unit</u>	<u>Bid Cost</u>
Upland Preserves	4.92	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Upland Preserves Subtotal			
Wetland Preserves	4.46	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Wetland Preserves Subtotal			\$
TOTAL			\$

Exhibit B: Site Maps



Mediterra Bid Maps
reduced_May 2024.pdf

Exhibit C: Fee Summary

Restoration	Qty	Unit	Bid Cost
Upland Preserves	4.92	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Upland Preserves Subtotal			
Wetland Preserves	4.46	AC	
Hand Trimming and Hand Removal (Section 2.1, 2.1.1, & 2.1.2)	1	LS	\$
Other Species and Duff Layer (Section 2.1.3)	1	LS	\$
Wetland Preserves Subtotal			\$
TOTAL			\$

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

8B

III. EVALUATION CRITERIA

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS RIGHT-OF-WAY FUEL LOAD REDUCTION SERVICES

EVALUATION CRITERIA

1. Personnel & Equipment (15 Points Possible) (____ Points Awarded)

This category addresses the following criteria: skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the property; present ability to manage this project; proposed staffing levels; capability of performing the work; geographic location; subcontractor listing; inventory of all equipment; etc. Skill set includes certification, technical training, and experience with similar projects. Please include resumes, certifications, etc., with proposal. Please also provide evidence of the proposer's ability to meet deadlines and be responsive to client needs.

2. Experience (15 Points Possible) (____ Points Awarded)

This category addresses past & current record and experience of the Proposer in similar projects; volume of work previously awarded to the firm; past performance in any other contracts; etc.

3. Understanding Scope of RFP (15 Points Possible) (____ Points Awarded)

This category addresses the following issues: Does the proposal demonstrate an understanding of the District's needs for the services requested? Does it provide all information as requested by the District including pricing, scheduling, staffing, etc.? Does it demonstrate clearly the ability to perform these services? Were any suggestions for "best practices" included? Does the proposal as a whole appear to be feasible, in light of the scope of work? Did the contractor use the forms provided from the Project Manual in responding to the proposal?

4. Financial Capacity (5 Points Possible) (____ Points Awarded)

This category addresses whether the Proposer has demonstrated that it has the financial resources and stability as a business entity necessary to implement and execute the work. Proposer should include proof of ability to provide insurance coverage as required by the District as well as audited financial statements, or similar information.

5. Price (50 Points Possible) (____ Points Awarded)

A full fifty (50) points will be awarded to the Proposer submitting the lowest proposal. All other proposers will receive a percentage of this amount based upon a formula which divides the low bid by the proposer's bid and is then multiplied by the number of points possible in this part of the Price evaluation.

EXAMPLE: Contractor “A” turns in a bid of \$210,000 and is deemed to be low bid and will receive the full 50 points. Contractor “B” turns in a bid of \$265,000. Bid “A” is divided by Bid “B” then multiplied by the number of points possible (50). $(210,000/265,000) \times 50 = 39.62$, therefore, Contractor “B” will receive 39.62 of 50 possible points. Contractor “C” turns in a bid of \$425,000. Bid “A” is divided by Bid “C” then multiplied by the number of points possible (50). $(210,000/425,000) \times 50 = 24.71$, therefore, Contractor “C” will receive 24.71 of 50 points.

Proposer’s Total Score (100 Points Possible) (____ Points Awarded)

Additional Information Regarding Evaluation

Once proposals are received, the District’s Board of Supervisors will review each proposal and score each based on the evaluation criteria, information provided in response to reference checks, and any other information available to the District and permitted to be used under law. The District’s award will be based on the proposal that is most advantageous to the District.

The District reserves the right to seek clarification from prospective firms on any issue in a response for the District, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District’s best interest. Failure to submit the requested information or required documentation may result in the lessening of the proposal score or the disqualification of the proposal response.

Do not attempt to contact any District Board member, staff member or any person other than the appointed staff for questions relating to this RFP. Anyone attempting to lobby District representatives will be disqualified.

It is anticipated that the District’s Board of Supervisors will meet to evaluate the proposals on August 21, 2024, at 9:00 a.m., but the District reserves the right to reschedule any such meeting.

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

Tim Denison

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

Submission Number: 23030770	Sample Date: 02/24/2023
Sample Number: 001	Sample Time: 14:30
Sample Description: L-24 (East)	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 Date: 02/24/2023
Sample Number: 002	Sample Time: 11:30
Sample Description: L-37	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 Date: 02/24/2023
Sample Number: 003	Sample Time: 13:30
Sample Description: L-55 (East & West)	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 JET	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	1445
3	Per Cameron BEA	3/14/23	1423	Karimegan NO BEA	3/14/23	1431
4						

APPENDIX B
Photos and Core Sample Descriptions

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

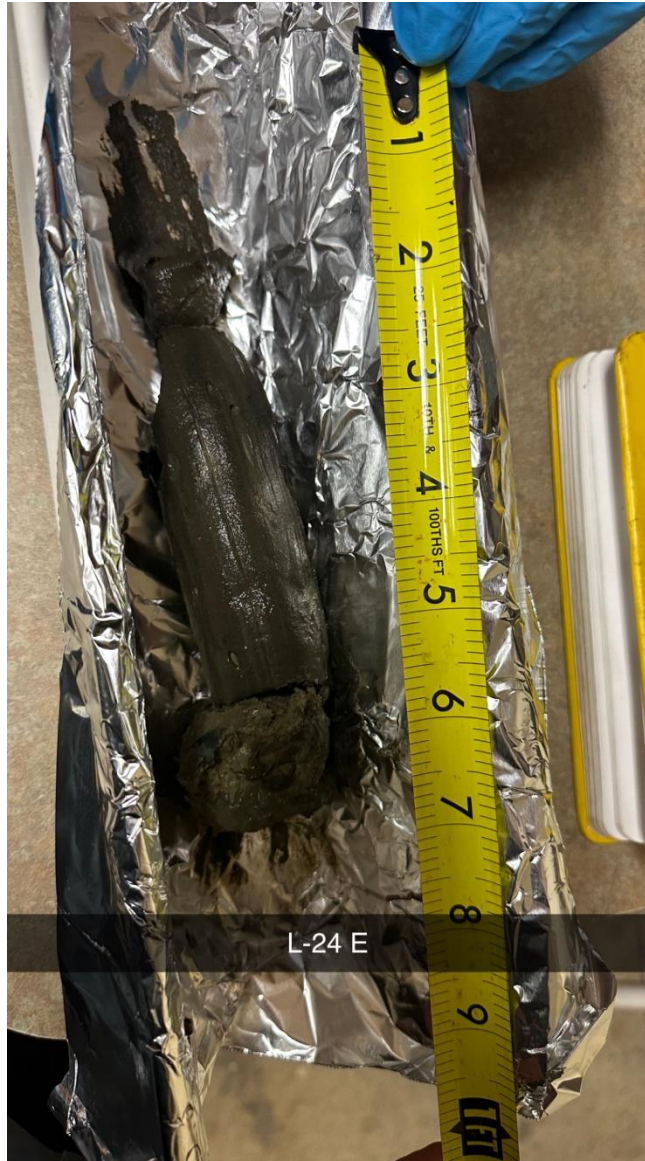


Photo 1: L-24 (East)

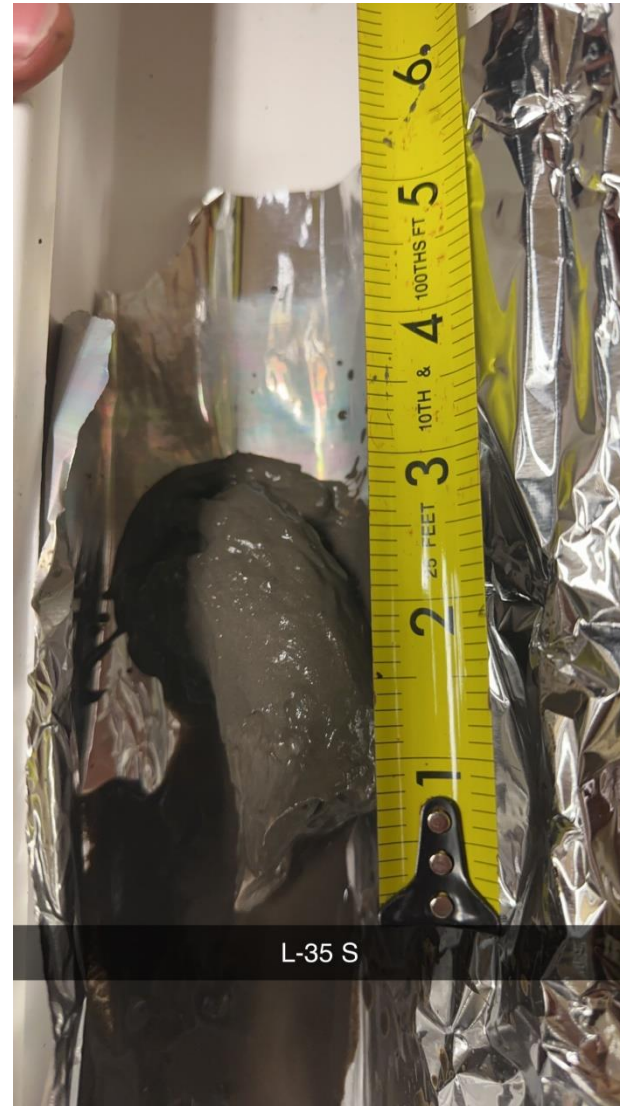


Photo 2: L-24 (West)



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)



L-55 E

Photo 8: L-55 (East)



L-55 W

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



May 2, 2024

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

This letter provides the results of the 2023 wet season water quality (WQ) sampling of four (4) outfall ponds (L-24, L-37, L-52, and L-55) and one (1) additional water treatment pond (L-35) located in the Mediterra CDD. Copies of the laboratory analytical reports for the water quality samples are attached in Appendix A.

I. PURPOSE & SCOPE OF WORK

This work was conducted as Task 01: Wet Season Surface Water Sampling of the 2023 Surface Water and Sediment Testing Analysis and Reporting contracts. One (1) wet season surface water sampling event per year was conducted at each of the five (5) ponds when discharge occurred over their respective control structures. The locations of the ponds sampled are shown on the attached sampling map. L-37 and L-52 to the North discharge to Oak Creek, L-24 and L-55 to the South discharge to the Cocohatchee River, and L-35 was selected by the CDD.

II. METHODOLOGY

The water quality sampling event was conducted on September 18, 2023. Field parameters including dissolved oxygen, temperature, pH, and specific conductance were monitored and recorded using a multi-parameter meter. In addition to field readings and sampling, field personnel conducted visual inspections and took photographs. Littorals and aerators were observed at all the ponds. Photos of each pond are provided in Appendix B.

Water quality samples and readings were collected from water discharging over the outfall structures from ponds L-24, L-37, L-52, and L-55. The sample and readings for pond L-35 were collected from the pond near the bank.

The sampling was conducted in accordance with Florida Department of Environmental Protection (FDEP) Standard Operating Procedures. Benchmark EnviroAnalytical Laboratory (BEA) provided sample containers and performed the laboratory analytical services. The samples were analyzed for nitrate + nitrite (NOX), total Kjeldahl nitrogen (TKN), total nitrogen (TN) and total phosphorus (TP).

III. RESULTS

The laboratory analytical results and dissolved oxygen readings for the wet season sampling events conducted in 2023 were compared to samples from 2021 and 2022 as well as the Class III Lakes State Water Quality standards (threshold) for this region of Florida. The comparison is shown in Table 1. TN concentrations of the samples collected from each pond in 2023 were at or below the maximum threshold of 1.27 mg/L. TP concentrations of the samples collected from each pond in 2023 were below the maximum threshold of 0.05 mg/L except for the sample collected from L-55 on 7/8/21. Copies of the laboratory analytical reports are attached in Appendix A. The dissolved oxygen (DO) readings taken at each of the ponds in 2023 were above the minimum threshold of 38% except for the reading taken at L-55. The reading at L-55 is not an immediate concern but that will be re-evaluated when the next DO measurement is taken. While the water in these ponds does not have to meet the water quality standards for lakes, water leaving any of these ponds through the outfall structures needs to meet that standard.

Table 1: 2021-2023 Wet Season Water Quality Values

Pond	Total Nitrogen (mg/L)			Total Phosphorus (mg/L)			Dissolved Oxygen (%)		
	7/8/2021	10/19/2022	9/18/2023	7/8/2021	10/19/2022	9/18/2023	7/8/2021	10/19/2022	9/18/2023
L-24	No Discharge /Sample		0.38	No Discharge /Sample		0.01	No Discharge /Sample		
L-35	1.27	0.81	0.88	0.01	0.01	0.03	42	44	88
L-37	0.94	0.99	0.47	0.01	0.02	0.01	46	31	64
L-52	0.75	0.81	0.27	0.03	0.01	0.01	75	43	67
L-55	0.86	0.94	0.53	0.07	0.01	0.02	53	42	26
Lake Criteria	≤1.27 ⁽¹⁾			≤0.05 ⁽¹⁾			≥38 ⁽²⁾		

(1) Annual geometric mean not to be exceeded more than once in any consecutive calendar three-year period, 62.302.530, F.A.C.

(2) No more than 10% of the values shall be below the standard, 62.302.530, F.A.C.

bold values exceed Lakes threshold criteria

Values for the field measurements taken during the wet season surface water sampling events for 2021-2023 are shown in Table 2. Each of the ponds sampled appear to be freshwater with normal pH levels.

Table 2: 2021-2023 Wet Season Field Measurements

Lake	Temperature (°C)			pH			Specific Conductance (mS/cm)		
	7/8/2021	10/19/2022	9/18/2023	7/8/2021	10/19/2022	9/18/2023	7/8/2021	10/19/2022	9/18/2023
L-24	No Discharge /Sample			No Discharge /Sample			No Discharge /Sample		
L-35	29.3	25.1	32.6	7.72	7.26	8.41	0.62	0.65	0.55
L-37	28.4	24.9	33.0	7.51	7.45	8.05	0.57	0.57	0.47
L-52	29.0	25.7	32.4	7.91	7.58	7.88	0.48	0.52	0.44
L-55	29.3	25.7	30.8	7.80	7.72	7.53	0.96	0.73	0.92

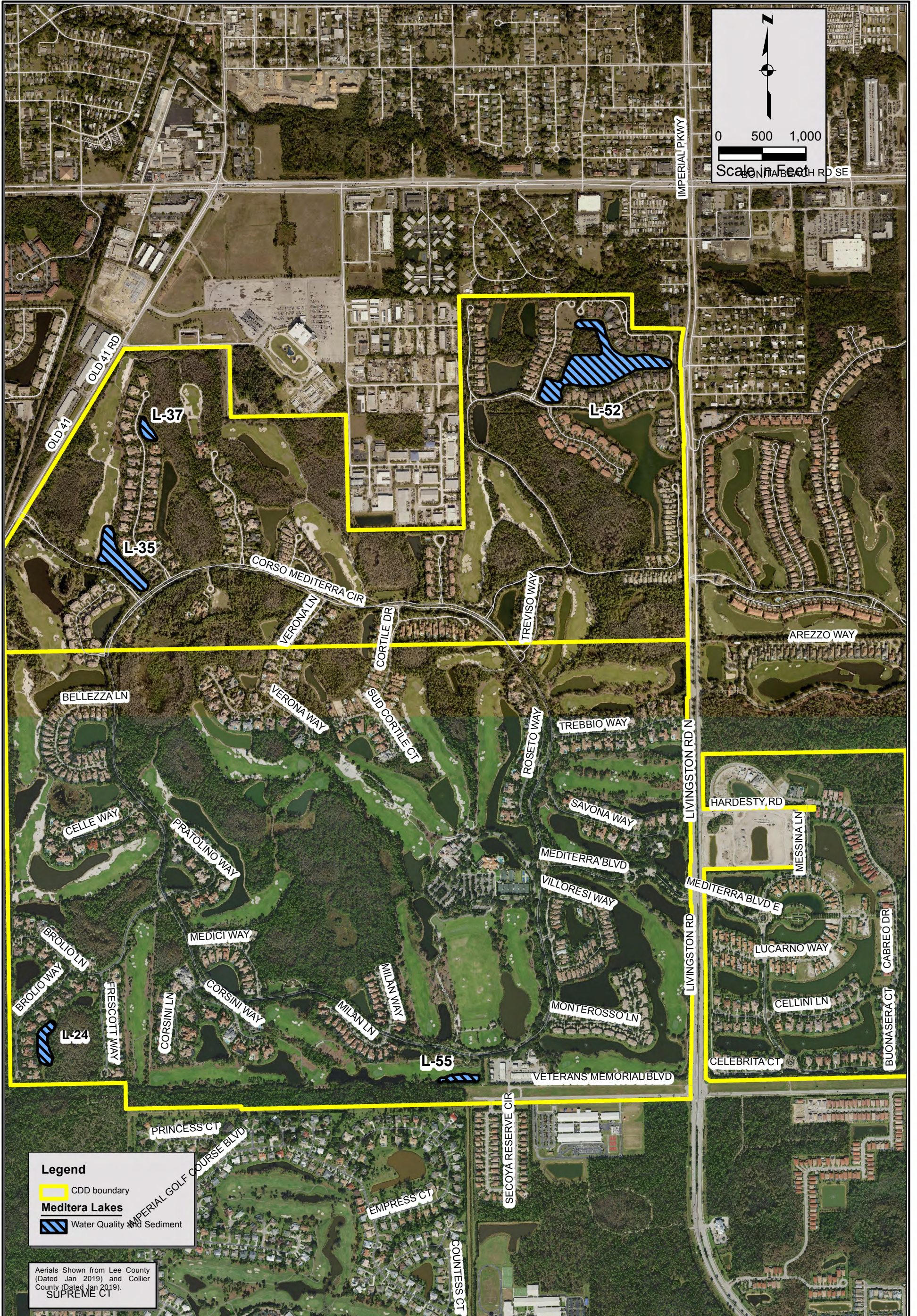
Please feel free to contact me if you have any questions regarding these sampling activities.

Sincerely,

JOHNSON ENGINEERING, INC.

A handwritten signature in black ink, appearing to read 'Tim Denison', written over a white background.

Tim Denison
Environmental Scientist



Legend

- CDD boundary
- Meditera Lakes**
- Water Quality and Sediment

Aerials Shown from Lee County (Dated Jan 2019) and Collier County (Dated Jan 2019).
SUPREME CT

J:\20023589-012\ArcGIS\SAMPLING 2020.mxd

Meditera South CDD Pond Health
 Lee-Collier County, 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

Sampling Map				
DATE	PROJECT NO.	FILE NO.	SCALE	SHEET
March 2024	220023589-023		AS SHOWN	1

APPENDIX A
LABORATORY ANALYTICAL REPORT

ANALYTICAL TEST REPORT

THESE RESULTS MEET NELAC STANDARDS

Submission Number : 23091019

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

Project Name : MEDITERRA CDD POND HEALTH

Date Received : 09/19/2023

Time Received : 15:25

Tim Denison

Project#: 20023589-021

Submission Number: 23091019

Sample Date: 09/18/2023

Sample Number: 001

Sample Time: 11:30

Sample Description: L-35

Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.605	MG/L	0.05	0.20	351.2	09/21/2023 11:45	MAS
TOTAL PHOSPHORUS AS P	0.026	MG/L	0.008	0.032	365.3	09/30/2023 14:45	JS
NITRATE+NITRITE AS N	0.273	MG/L	0.006	0.024	SYSTEAS EASY	09/20/2023 14:20	LK
TOTAL NITROGEN	0.878	MG/L	0.05	0.20	SYSTEAS+351	09/21/2023 11:45	MAS/LK

Submission Number: 23091019

Sample Date: 09/18/2023

Sample Number: 002

Sample Time: 12:30

Sample Description: L-37

Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.406	MG/L	0.05	0.20	351.2	09/21/2023 11:46	MAS
TOTAL PHOSPHORUS AS P	0.014	MG/L	0.008	0.032	365.3	09/30/2023 14:46	JS
NITRATE+NITRITE AS N	0.066	MG/L	0.006	0.024	SYSTEAS EASY	09/20/2023 14:21	LK
TOTAL NITROGEN	0.474	MG/L	0.05	0.20	SYSTEAS+351	09/21/2023 11:46	MAS/LK

Submission Number: 23091019

Sample Date: 09/18/2023

Sample Number: 003

Sample Time: 11:50

Sample Description: L-52

Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.242	MG/L	0.05	0.20	351.2	09/21/2023 11:47	MAS
TOTAL PHOSPHORUS AS P	0.009	MG/L	0.008	0.032	365.3	09/30/2023 14:47	JS
NITRATE+NITRITE AS N	0.028	MG/L	0.006	0.024	SYSTEAS EASY	09/20/2023 14:21	LK
TOTAL NITROGEN	0.270	MG/L	0.05	0.20	SYSTEAS+351	09/21/2023 11:47	MAS/LK

Submission Number: 23091019
Sample Number: 004
Sample Description: L-55

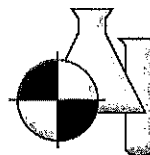
Sample Date: 09/18/2023
Sample Time: 11:05
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.486	MG/L	0.05	0.20	351.2	09/21/2023 11:57	MAS
TOTAL PHOSPHORUS AS P	0.0211	MG/L	0.008	0.032	365.3	09/30/2023 14:48	JS
NITRATE+NITRITE AS N	0.047	MG/L	0.006	0.024	SYSTEAS EASY	09/20/2023 14:22	LK
TOTAL NITROGEN	0.533	MG/L	0.05	0.20	SYSTEAS+351	09/21/2023 11:57	MAS/LK

Submission Number: 23091019
Sample Number: 005
Sample Description: L-24

Sample Date: 09/18/2023
Sample Time: 13:00
Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.346	MG/L	0.05	0.20	351.2	09/21/2023 11:58	MAS
TOTAL PHOSPHORUS AS P	0.0111	MG/L	0.008	0.032	365.3	09/30/2023 14:49	JS
NITRATE+NITRITE AS N	0.030	MG/L	0.006	0.024	SYSTEAS EASY	09/20/2023 14:22	LK
TOTAL NITROGEN	0.378	MG/L	0.05	0.20	SYSTEAS+351	09/21/2023 11:58	MAS/LK




Dale D. Dixon / Laboratory Director

10/06/2023

Date

Kathleen Gauthier - Technical Director/QC Officer

Haley Richardson - QA 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.
- ! = 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.

APPENDIX B
PHOTOGRAPHS

Appendix B: Mediterra CDD Photographs



Photo 1: L-24 (OS-Coco2)



Photo 2: L-35 (WQ Pond)

Appendix B: Mediterra CDD Photographs



Photo 3: L-37 (OS-Oak1)



Photo 4: L-52 (OS-Oak2)

Appendix B: Mediterra CDD Photographs



Photo 5: L-55 (OS-Coco1)

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2024**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2024**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Operating	\$ 272,781	\$ -	\$ -	\$ 272,781
ICS - BankUnited	25,000	-	-	25,000
BankUnited - 3474	686,873	-	-	686,873
Investments				
BB&T - CDARS	1,260	-	-	1,260
Series 2013				
Revenue		478,029	-	478,029
Reserve	-	75,000	-	75,000
Series 2022				
Principal	-	-	3	3
Prepayment	-	-	939	939
Revenue	-	-	1,022,585	1,022,585
Due from general fund	-	3,290	6,950	10,240
Due from MS 2022	62,387	-	-	62,387
Due from other	758,521	-	-	758,521
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 1,809,168</u>	<u>\$ 556,319</u>	<u>\$ 1,030,477</u>	<u>\$ 3,395,964</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	4,066	-	-	4,066
<i>Mediterra North</i>				
General fund	-	-	62,387	62,387
<i>Mediterra South</i>				
Due to debt service - series 2013	3,290	-	-	3,290
Due to debt service - series 2022	6,950	-	-	6,950
Total liabilities	<u>14,306</u>	<u>-</u>	<u>62,387</u>	<u>76,693</u>
Fund Balances				
Restricted for:				
Debt service	-	556,319	968,090	1,524,409
Assigned				
3 months working capital	268,067	-	-	268,067
Future fire mitigation clean-up	160,000	-	-	160,000
Unassigned	1,366,795	-	-	1,366,795
Total fund balances	<u>1,794,862</u>	<u>556,319</u>	<u>968,090</u>	<u>3,319,271</u>
Total liabilities and fund balances	<u>\$ 1,809,168</u>	<u>\$ 556,319</u>	<u>\$ 1,030,477</u>	<u>\$ 3,395,964</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 APRIL 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 12,367	\$ 1,340,962	\$ 1,352,268	99%
Interest and miscellaneous	2,685	11,941	-	N/A
Total revenues	<u>15,052</u>	<u>1,352,903</u>	<u>1,352,268</u>	100%
EXPENDITURES				
Administrative				
Supervisors	-	4,952	9,900	50%
Management	4,164	29,151	49,973	58%
Accounting	1,392	9,742	16,700	58%
Audit	4,400	4,400	15,000	29%
Legal	-	5,845	10,000	58%
Field management	1,275	8,925	15,300	58%
Engineering	3,682	18,854	50,000	38%
Engineering-nature trail	-	-	100,000	0%
Trustee	4,031	4,031	10,000	40%
Dissemination agent	333	2,333	4,000	58%
Arbitrage rebate calculation	-	-	1,500	0%
Assessment roll preparation	417	2,917	5,000	58%
Postage	199	1,199	1,500	80%
Insurance	-	12,376	13,090	95%
Legal advertising	-	1,160	4,000	29%
Contingencies	250	1,985	2,500	79%
Annual district filing fee	-	175	175	100%
Website	705	705	705	100%
ADA website compliance	-	210	210	100%
Total administrative	<u>20,848</u>	<u>108,960</u>	<u>309,553</u>	35%
Water management				
Lake Maintenance	-	210,941	220,000	96%
Contractual services	-	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	6,717	19,071	35,000	54%
Capital outlay- Nature Trail	-	900	100,000	1%
Aeration replacement and Repairs	-	34,220	25,760	133%
Total water management	<u>6,717</u>	<u>296,921</u>	<u>727,260</u>	41%
Other fees & charges				
Property appraiser & tax collector	200	22,318	35,456	63%
Total other fees & charges	<u>200</u>	<u>22,318</u>	<u>35,456</u>	63%
Total expenditures	<u>27,765</u>	<u>428,199</u>	<u>1,072,269</u>	40%
Excess/(deficiency) of revenues over/(under) expenditures	(12,713)	924,704	279,999	
Fund balances - beginning	1,807,575	870,158	792,304	
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	1,366,795	1,366,795	644,236	
Fund balances - ending	<u>\$ 1,794,862</u>	<u>\$ 1,794,862</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 APRIL 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 3,357	\$ 312,366	\$ 315,756	99%
Interest	2,229	11,423	-	N/A
Total revenues	<u>5,586</u>	<u>323,789</u>	<u>315,756</u>	103%
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	67	7,492	11,512	65%
Total other fees & charges	<u>67</u>	<u>7,492</u>	<u>11,512</u>	65%
Total expenditures	<u>67</u>	<u>70,205</u>	<u>316,937</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	5,519	253,584	(1,181)	
Fund balances - beginning	550,800	302,735	283,219	
Fund balances - ending	<u>\$ 556,319</u>	<u>\$ 556,319</u>	<u>\$ 282,038</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 APRIL 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 7,050	\$ 821,252	\$ 827,957	99%
Interest	4,063	15,149	-	N/A
Total revenues	<u>11,113</u>	<u>836,401</u>	<u>827,957</u>	101%
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	100	11,132	17,146	65%
Total other fees & charges	<u>100</u>	<u>11,132</u>	<u>17,146</u>	65%
Total expenditures	<u>100</u>	<u>73,518</u>	<u>834,919</u>	9%
Excess/(deficiency) of revenues over/(under) expenditures	11,013	762,883	(6,962)	
Fund balances - beginning	957,077	205,207	176,755	
Fund balances - ending	<u>\$ 968,090</u>	<u>\$ 968,090</u>	<u>\$ 169,793</u>	

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 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.

Present were:

Robert Greenberg	Chair
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
Mark Zordan	District Engineer
Tim Denison	Johnson Engineering, Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:02 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes)

No members of the public spoke.

THIRD ORDER OF BUSINESS

Chairman's Comments

Mr. Greenberg stated that he would like to proceed with his last budget rotation with some alacrity and without too many issues, since all are very experienced Board Members.

Mr. Tarr voiced his opinion that everyone recognizes how much value Mr. Greenberg has added to the CDD over the years, including merging the two CDDs, refinancing the bonds and bringing Mr. Henry back to the Board.

40 Mr. Greenberg stated his only disappointment was the Nature Trail and expressed his
 41 hope that a future Board will take it up again. He feels that, after six years with the MCA and
 42 eight years with the CDD, he has made the community better with some of the projects that
 43 were undertaken and that could not have been done without a good team from the MCA Board
 44 and the CDD Board. He noted that merging the two CDDs was likely even more difficult than
 45 dealing with the wall back in 2013. He thinks that the CDD is in excellent shape and that it will
 46 be in good hands moving forward.

47

48 **FOURTH ORDER OF BUSINESS**

Update: Aquatics Report - May 2024

49

50 Mr. Willis displayed the Aquatics Report, which was not included in the agenda. Ongoing
 51 maintenance was performed and, at no cost to the CDD, an additional dye application was
 52 applied in Lakes 70 and 71 to maintain the aesthetic appearance of the lakes. He stated that
 53 Ms. Gartland spoke with him before the meeting regarding the littorals. The Operations Report
 54 states that Spike Rush will be trimmed back to the required 15’ width and the littoral shelf
 55 narrowed, as requested.

56 Mr. Greenberg stated that he noticed numerous ponds with Spike Rush that look to be
 57 beyond the limit. Numerous residents have mentioned it and, in his opinion, it is unsightly.

58 Mr. Willis stated that treating the Spike Rush exceeding the 15’ limit is a slow process
 59 because treating 2’ or 3’ at a time would introduce a great deal of dead material to the water,
 60 which would look bad. Instead, the Spike Rush is reduced slowly via monthly treatments. It
 61 could be removed manually but that is a costly method.

62 Mr. Tarr asked for reports to be informative, rather than repetitive or boilerplate.

63 Mr. Greenberg voiced his opinion that factual reporting is needed, not marketing.

64 Mr. Willis stated that Mr. Henry will accompany him on a lake tour. The Lake Audit will
 65 be conducted on May 29 and 30, 2024. Ms. Gartland will tour the lakes in the fall.

66

67 **FIFTH ORDER OF BUSINESS**

**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**

68
 69
 70
 71
 72

73 **Severability; and Providing an Effective**
74 **Date**

75
76 Mr. Greenberg presented Resolution 2024-04.

77 Mr. Adams reviewed the proposed Fiscal Year 2025 budget, highlighting any line item
78 increases, decreases and adjustments, compared to the Fiscal Year 2024 budget and explained
79 the reasons for any changes. He noted the following:

80 ➤ “Professional and administrative” expenditures decreased from \$309,553 to \$214,577,
81 primarily due to the removal of “Engineering” expenses related to the nature trail.

82 ➤ Lake maintenance expenditures increased significantly due to the award of the contract
83 to EarthBalance Corporation and additional related expenses.

84 ➤ Overall, “Water management” expenditures decreased from \$1,072,269 to \$880,579,
85 primarily due to the removal of “Fuel load reduction right of ways” as the program will be
86 completed in the current fiscal year and the removal of the “Capital outlay: nature-trail”
87 expense.

88 ➤ The increase to Fund Balance has been reduced from approximately \$280,000 to \$0, to
89 use those funds to reduce Operation & Maintenance (O&M) assessments from \$1,286.96 to
90 \$838.05.

91 ➤ Three months’ working capital is provided.

92 ➤ Another \$80,000 will accrue to the “future fire mitigation cleanup” line item, which is
93 completed on a three-year rotation, and could potentially be performed in the upcoming year.

94 ➤ Unassigned Fund Balance would increase to \$921,606. Should the Board elect to
95 perform fire mitigation cleanup in Fiscal Year 2025, Unassigned Fund Balance can be utilized.

96 The Board and Staff discussed whether to budget for the following:

97 ➤ Increased electrical costs, which can vary due to the age and condition of the
98 equipment.

99 ➤ Replacing the cabinets for the larger 6” fireballs, installation and aesthetics. Mr. Willis
100 will request proposals. Mr. Adams noted that Unassigned Fund Balance might be utilized.

101 Mr. Tarr thanked Mr. Adams for preparing the draft proposed Fiscal Year 2025 budget.
102 He expressed concern that budgeting \$220,000 for the lake maintenance contract, given the
103 encumbrance of \$392,000, suggests to him that the budget is \$172,000 less than the actual
104 expenses. He expressed concern about the amount budgeted for fire mitigation cleanup, given

105 the dramatic price increases. He noted that the CDD has no reserves so the surplus funds are
106 essentially the reserves. He stated his desire to avoid a shortfall of funding and questioned the
107 lake maintenance contract projection.

108 Mr. Adams stated that he missed that projection; he included \$192,000 for lake
109 maintenance for the remainder of the year.

110 The Board and Staff discussed water management line items, unassigned fund balance,
111 mitigation cleanup and the impact on assessments.

112 The Board discussed budgeting \$400,000 for fire mitigation cleanup, given the need for
113 new bids.

114 Mr. Henry supports assigning the most realistic costs for each line item and considering
115 Unassigned Fund Balance.

116 Ms. Gartland supports being fiscally conservative and stated she feels that substantial
117 Unassigned Fund Balance is available; therefore, substantially increasing budgeted line items is
118 duplicative.

119 Discussion ensued regarding the pending report from M.R.I., pipe damage found at
120 Medici and the need for a system-wide analysis of the pipes.

121 Mr. Greenberg suggested that, in the absence of records or proposals, an effort be
122 made to make fair and reasonable estimates for the line items in question, and that the
123 unassigned funds amount be reduced.

124 After discussion, the consensus was to increase fire mitigation cleanup to \$350,000.

125 Mr. Adams stated budgeting \$350,000 and utilizing the \$240,000 accrued for the
126 expense would reduce the O&M assessment from \$1,286.96 to \$945.49.

127 Mr. Tarr expressed concern about the amount budgeted for lake bank erosion repairs.
128 Mr. Greenberg stated the policy of the Board was to address the three worst lakes in each
129 budget cycle; the Lake Bank Audit will identify which lakes will be remediated in Fiscal Year
130 2025.

131 After discussion, the consensus was to increase lake bank erosion repairs to \$100,000.

132 Discussion ensued regarding aeration repairs and replacement.

133 Mrs. Adams stated that the expected lifespan of aerators is ten years. The first group of
134 fireballs were installed in February 2023; 34 cabinets without fireballs will be replaced to
135 accommodate the 6" fireballs.

136 Discussion ensued regarding budgeting to purchase new cabinets and fireballs, the
137 locations of cabinets and fireballs, past fires, the importance of fire suppression near the
138 preserve and the possibility of total costs, which might approach \$1 million.

139 The consensus was to add a “Fire suppression – cabinets” line item.

140 Mr. Willis will obtain a per unit cost, for budgeting purposes, for the next meeting.

141 Mr. Adams will include a note in the budget that this relates to replacement of the 26
142 existing cabinets in or adjacent to preserve areas, containing fireballs expiring by 2026; cabinets
143 must be enlarged to house available replacements. Mrs. Adams stated the 34 cabinets not
144 adjacent to conservation areas do not have fireballs.

145 Mr. Adams suggested scheduling replacements for Fiscal Year 2026 and repurposing
146 funds set aside for replacements in Fiscal Year 2025 to the wildfire reduction program.

147 Mr. Tarr stated that, if assessments are lowered and then raised again, a letter must be
148 sent to advise property owners accordingly. Mr. Adams stated assessments have been fairly
149 consistent; when raising assessments, he recommends including a table showing previous
150 assessments and the justification for the increase to demonstrate fiscal responsibility.

151 Mr. Henry asked if the fireballs’ three-year expiration date was confirmed. Mrs. Adams
152 stated she will confirm the expiration date.

153 Mr. Greenberg suggested budgeting some portion of the expense since it will affect the
154 overall assessment amount. He prefers decreasing assessments by a lesser amount to avoid the
155 need to increase it greatly should there be an issue with the pipes. He proposed budgeting the
156 best estimate over a two-year period, whether \$25,000 or \$30,000, for the \$60,000 expense.
157 Mr. Adams stated that, as with the fuel load reduction program, he will program a portion of
158 the surplus fund balance. It will not register as an expense, as it will not be realized as an
159 expense.

160 Mr. Tarr expressed disappointment that insurance coverage has not been reviewed in
161 years and questioned whether the policies are relevant to current world situations. It was
162 noted that this was requested at the last meeting. Mr. Greenberg requested copies of the
163 Declaration pages. Mr. Adams stated coverage was reviewed in great detail a few years ago.

164 After a brief discussion, Mr. Greenberg stated the Board would like the Declaration
165 pages or a summary chart and would like District Counsel to review District Management’s
166 insurance to ensure that coverage is adequate and send a report to the Board.

167 This item will be included on the next meeting agenda.

168 In response to a question, Mr. Adams stated that the Insurance increase from \$13,090
169 to \$13,614 is based on a projection from the carrier.

170 Asked why the Property Appraiser & Tax Collector line item decreased, Mr. Adams
171 stated the amounts are based on the actual percentages charged by Lee and Collier County.

172 Mr. Henry asked if a breakdown exists or should exist related to repair and replacement
173 of items such as aerators. Mrs. Adams stated scheduled replacements are done based on life
174 expectancy of the equipment; lightning strikes can also necessitate replacement.

175 Mr. Henry asked for the breakdown of the Debt Service Fund assessments on Pages 9
176 and 10 of the proposed Fiscal Year 2025 budget. Mr. Adams will email the information.

177 Mrs. Adams will find out if Lake 52 bacteria is built into the lake contract.

178 The consensus was to decrease the "Electricity" line item from \$35,000 to \$30,000.

179 Mr. Tarr voiced his belief that all the budgeted amounts should end in zero. Mr. Adams
180 stated that certain expenses, such as the Annual filing fee of \$175, have remained the same for
181 many years. Mr. Greenberg supports rounding upward.

182 The amount budgeted for insurance was changed from \$13,614 to \$13,600.

183 Ms. Wheeler asked how much will be budgeted for the new line item related to fireballs
184 and cabinets. Mr. Greenberg stated that Mr. Willis will provide the amount at the next meeting.
185 Funds will be taken from the unassigned fund balance and the balance in unassigned will be
186 used to determine whether to maintain or reduce next year's assessment; the assessment will
187 not increase. Unassigned funds serve as reserves for the CDD.

188 Mr. Adams stated that inserting the two-year cabinet replacement, for \$35,000 in year
189 one, brings the three months' working capital to \$313,496, unassigned funds to \$871,360 and
190 O&M assessments to \$965.01, a reduction of \$320 from Fiscal Year 2024.

191 It was noted that additional changes of nearly \$300,000 can be made at the June
192 meeting without increasing assessments from Fiscal Year 2024. Mr. Greenberg predicted that,
193 unless the M.R.I. report is catastrophic, assessments will decrease.

194 Mr. Tarr asked if the actual Management fee is \$49,973. Mr. Adams replied affirmatively
195 and noted that it has not changed in many years; the last time it was changed, it was reduced
196 as a result of the merger. If a rate increase were planned, it would be budgeted.

197 In response to a suggestion to round up the amount, Mr. Adams stated that, for
198 accounting purposes, actual amounts are used in such instances.

199 Mr. Greenberg stated that he prefers to use actual amounts, when possible.

200 Mr. Adams will provide an updated projected Fiscal Year 2025 budget for the next
201 meeting.

202

203 **On MOTION by Ms. Gartland and seconded by Mr. Henry, with all in favor,**
204 **Resolution 2024-04, Approving Proposed Budgets for Fiscal Year 2024/2025**
205 **and Setting a Public Hearing Thereon Pursuant to Florida Law for August 21,**
206 **2024 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra,**
207 **15735 Corso Mediterra Circle, Naples, Florida 34110; Addressing Transmittal,**
208 **Posting and Publication Requirements; Addressing Severability; and Providing**
209 **an Effective Date, was adopted.**

210

211

212 **SIXTH ORDER OF BUSINESS**

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

213

214

215

216

217

218

219 **On MOTION by Ms. Wheeler and seconded by Mr. Tarr, with all in favor,**
220 **Resolution 2024-05, Designating Dates, Times and Locations for Regular**
221 **Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025**
222 **and Providing for an Effective Date, was adopted.**

223

224

225 **SEVENTH ORDER OF BUSINESS**

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

226

227

228 Mr. Greenberg introduced Mr. Mark Zordan, Project Manager for Johnson Engineering,
229 who will take the place of Mr. Andy Tilton, who is retiring.

230 **A. RFP Package**

231 The Request for Proposals (RFP) was included for informational purposes.

232 **B. Summary of Proposals**

233 Mr. Zordan stated that, per the comments at the last meeting, the RFP was updated
234 with regard to dates and language was reviewed. The primary update is that they were asked to
235 remove the six locations on Corso Mediterra Circle and just do the locations with one-way

236 ingress and egress. The GIS maps were updated and the last four pages of the map were
237 enlarged for improved readability. The table was updated and wetland areas are indicated in
238 red and orange, respectively. With Board approval, the RFP can be published today. The Bid
239 Package includes a proposal due date of June 7, 2024, so that the responses can be presented
240 at the June 20, 2024 meeting.

241 The Board and Staff discussed the Summary of Proposals.

242 Mr. Tarr observed that the work is supposed to be performed during the dry season and
243 noted that, by the time the bids are received, it will no longer be dry season. He questioned the
244 removal of Cabbage Palm boots and recalled that an arborist refused to remove them.

245 Mr. Greenberg voiced his opinion that the RFP should be amended to indicate that
246 Cabbage Palm boots shall be trimmed by hand saw only, without damaging the tree. He noted
247 that the first paragraph related to Cabbage Palms addresses trees greater than 8' and the
248 second paragraph relates to short Cabbage Palms. He thinks the "-Cabbage Palm Boots (All):"
249 heading should be removed. The entire paragraph, with the addition of "by hand saw" before
250 "without" in the last line will be added to the "-Short Cabbage Palms" section. The "Short
251 Cabbage Palms" section will read "(8' or less)". Mr. Zordan concurred with that summation.

252 Mr. Greenberg stated that preventing fire is a priority.

253 Ms. Willson asked if the project is anticipated to cost more than \$195,000.

254 Mr. Greenberg predicted that the project will be significantly more expensive. He stated
255 that sealed bids will be obtained and the Board's review sheet should not be the debacle that
256 the last one was. Ms. Willson stated that is understood and asked when the Board's criteria will
257 be determined or if the Board will sign off on the RFP package before the next meeting.

258 Mr. Adams stated that the Project Manual is complete; if proposed criteria are available,
259 they should be circulated.

260 This item will be included on the June agenda.

261 Mr. Tarr asked if a time for completion is included. Mr. Adams stated it is currently 180
262 days. Mrs. Adams stated that is the criteria for the big project but that much time is not needed
263 for this portion of the project.

264 The consensus was to reduce the completion time to 90 days. Mr. Adams stated the
265 project will be advertised in June, tabulated in July and awarded in August.

266 Ms. Wheeler suggested the MCA be notified before work begins, given the use of
267 equipment and trucks on the right-of-way (ROW). Mr. Adams concurred.

268 Mr. Greenberg asked Mr. Zordan to add traffic control with MCA to the scope of service.

269 The Board and Staff discussed companies to be invited to submit proposals, including
270 EarthBalance, Superior, Cintron, Sandhills, Superb, Johnson Tree Service and Davey Tree
271 Service.

272

273 **On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor,**
274 **the Request for Proposals for Right-of-Way Fuel Load Reduction, as amended,**
275 **was approved.**

276

277

278 Mr. Zordan discussed his professional background and stated that, before joining
279 Johnson Engineering, he was Manager of Collier County’s Capital Stormwater Management
280 Program. He responded to questions about Johnson Engineering’s rebuilding and modification
281 of weir structures in Imperial Golf Village.

282 Discussion ensued regarding two outfall structures in Imperial Golf Village that the CDD
283 cleaned two years ago because neither the County nor Imperial Golf Village cleaned them, and
284 whether they should be cleaned again.

285 At Mr. Greenberg’s request, Mr. Zordan will inspect the outflow structures and provide
286 pictures and a brief summary at the next meeting.

287

288 **EIGHTH ORDER OF BUSINESS**

**Discussion: Updates Regarding Lakes,
Finances, Fire Suppression and Nature Trail**

289

290

291 Mrs. Adams stated that the MCA will e-blast the update included in the agenda.

292

293 **NINTH ORDER OF BUSINESS**

**Update: 2023 Annual Sediment Sampling –
Pond Health Testing, Analysis and Report**

294

295

296 Mr. Tarr asked why the Report dated April 2, 2024, copies of which were distributed,
297 was not included in the agenda. Mr. Adams was unsure.

298 Mr. Denison stated that he prepared a Water Quality Report on April 2, 2024 and a
299 Sediment Report on April 12, 2024; the Sediment Report is included in the agenda. Mr. Adams
300 stated the two reports look similar; he is unsure why one was omitted from the agenda.

301 Mr. Tarr discussed the importance of all documents being included in the agenda.

302 Mr. Greenberg asked Mr. Adams to advise Admin about the oversight. Mr. Adams will
303 do so and make sure the other Report is included in the agenda posted on the CDD website.

304

305 TENTH ORDER OF BUSINESS

Discussion/Update: Water Quality Testing

306

307 Referring to a PowerPoint that includes information from the Reports, Mr. Denison
308 stated that, each year, water quality samples are collected from the outfall lakes that discharge
309 to the north and south. The lakes, while aesthetically pleasing, are stormwater treatment ponds
310 that do not need to meet the guidelines of water quality criteria, except for when the water
311 discharges. Sediment samples are collected to measure muck material and provide laboratory
312 analysis.

313 Mr. Denison presented the Laboratory Analysis and noted the following:

314 ➤ The lakes are in pretty good condition.

315 ➤ Lakes that can support fish, plants, flora and fauna are essentially classified as a Class 3
316 water body. Fish and plants are usually beneficial and support aquatic life; aerators and littorals
317 are beneficial.

318 ➤ Water quality samples were collected in 2021 and 2022; sediment samples were not
319 collected in those years. On one occasion, Lake 55 had a total phosphorus level slightly above
320 the desirable criteria.

321 Mr. Tarr observed that Pond 52 had no muck and the highest level of dissolved oxygen.
322 He stated that bio-socks are used in that pond and theorized that the bio-socks are responsible
323 for the lack of muck. Mr. Adams stated that aerators are also in use.

324 ➤ High dissolved oxygen is desirable; he is not certain how that relates to muck levels.
325 Aeration mainly provides high dissolved oxygen, which seems the case across the board.

326 ➤ The lakes are very fresh, running approximately .5 or .6 salinity and pH is between 7 and
327 8.

328 ➤ Turbidity is less than 5 in each of the lakes; it is not considered a problem until it reaches
329 11; desirable turbidity is 5 or lower.

330 Ms. Gartland asked why data is not available for 2023. Mr. Denison expects the 2023
331 data to be available later this month; results were delayed due to a labor issue in 2023.

332 Mr. Greenberg suggested discussion be tabled until the 2023 data is available. He
333 recalled that, year-over-year, data was requested in 2021.

334 It was requested that an Addendum including 2021, 2022 and 2023 be prepared and
335 that the Reports be included in the agenda, rather than distributed as handouts.

336 Mr. Denison recommended water quality sampling more than once during the rainy
337 season and noted that it used to be done twice.

338 The Board and Staff discussed best practices in water quality testing and variations in
339 muck levels.

340 Asked what level of muck necessitates cleaning of a lake, Mr. Denison stated, while it is
341 unknown, in his opinion, muck levels persisting over 1’ might become a problem but the correct
342 answer is probably that muck becomes an issue when it is stirred up and suspends in the lake.
343 That can depend upon how and where aerators are installed. It was noted that muck is not
344 uniform. Mr. Denison stated that repeated measurements are taken in the same areas, over
345 time, to the best of technicians’ ability.

346 Mr. Tarr asked if any of Mr. Adams’ clients have engaged in demucking. Mr. Adams
347 replied no and stated that Pelican Landing had some ponds with upward of several feet of
348 muck; over time, the introduction of aeration and bacteria reduced the muck layer.

349 Mr. Denison stated that muck is high in organic nitrogen nutrient compounds.

350 Regarding the 2023 Sediment Report, Mr. Denison stated the pictures in the Report
351 demonstrate dark organic material in most of the lakes, which gives an idea of the muck or the
352 lack thereof, in the lakes.

353

354 **ELEVENTH ORDER OF BUSINESS**

Discussion: Insurance Policy

355

356 This item was discussed during the Fifth Order of Business.

357

358 **TWELFTH ORDER OF BUSINESS**

**SFWMD Mediterra Phases Two and Three
Notice of Inspection ERP No. 11-01761-P
(for informational purposes)**

359

360

361

362 Mr. Tarr voiced his opinion that this is a positive report and asked for things like this to
 363 be presented in a more timely manner. Mr. Greenberg stated it will be included in this month's
 364 letter.

365

366 **THIRTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
 367 **Statements as of March 31, 2024**

368

- 369 • **2024 Operations Financial Impact Analysis**
- 370 • **Breakdown/Summary Report**

371 The financials were accepted.

372

373 **FOURTEENTH ORDER OF BUSINESS** **Approval of April 17, 2024 Regular Meeting**
 374 **Minutes**

375

376 Mrs. Adams presented the April 17, 2024 Regular Meeting Minutes.

377 The following change was made:

378 Line 261: Change "Gartland" to "Wheeler"

379

380 **On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, the**
 381 **April 17, 2024 Regular Meeting Minutes, as amended, were approved.**

382

383

384 **FIFTEENTH ORDER OF BUSINESS** **Staff Reports**

385

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

387 There was no report.

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

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

390 Mr. Zordan stated that Permit #11-103215-P, with an expiration date of February 4,
 391 2027, has a new expiration date of March 10, 2029, assuming no further extensions to the
 392 effective order.

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

- 394 • **NEXT MEETING DATE: June 20, 2024 at 9:00 AM**

- 395 ○ **QUORUM CHECK**

396 Supervisors Henry, Greenberg and Gartland confirmed their attendance at the June 20,
397 2024 meeting. Supervisors Wheeler and Tarr will attend via telephone.

398 Mr. Greenberg noted that there will be no meeting in July.

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

400 • **Key Activity Dates Report**

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

402 Ms. Wheeler stated the Medici lake bank remediation project commenced. Sod was
403 added to the lake banks and her understanding is that Medici is responsible for maintenance
404 and the CDD is responsible for the infrastructure. However, during a wet check, it was
405 discovered that the sprinklers do not reach all the sod because sod was added to the lake
406 banks. Some sprinklers need extra pipes and some need new sprinkler heads to reach the sod.
407 As sod is due to be installed today, she asked if the CDD will pay the cost of sprinklers.

408 Mr. Greenberg stated the CDD does not irrigate any lake banks.

409 Mr. Adams suggested, since the Declarations give the responsibility of maintenance to
410 the water's edge to the adjacent property owner, if Floratam sod is desired, homeowners
411 adjust their sprinklers, at their expense, so the sod will survive. Otherwise, the CDD will install
412 Bahia sod, which is drought resistant and does not require water. He stated the CDD will not
413 install irrigation and the CDD does not have the responsibility to maintain to the water line. He
414 noted that property owners could install 360-degree sprinkler heads to preserve the sod. It was
415 noted that several of these projects have been done in the CDD without issue.

416 Mr. Tarr stated that Mr. Radford advised that, for the longevity of the Enkamat, it
417 should not be subjected to ultraviolet light.

418 Discussion ensued regarding the choice of sod, which matches adjacent properties.

419 Mr. Adams stated that Floratam sod is common; in other areas where irrigation is not
420 provided, Bahia sod is installed. Mr. Tarr stated the only two grasses permitted in Mediterra are
421 Zoysia and Floratam. Mr. Greenberg stated that the point is a valid one, but expressed concern
422 about setting a precedent and noted that there is a slight conflict.

423 Asked about a solution, Mr. Tarr opined that Medici will pay for it but this should have
424 been discussed before the project began.

425 Mr. Adams stated, in other residential lake bank repairs, homeowners have been
426 responsible for making their own arrangements.

427 Mr. Tarr voiced his opinion that the extent of the erosion was so bad and the amount of
428 remediation and amount of lake bank added was extensive.

429 Ms. Wheeler stated that two homeowners' pool outflow pipes were damaged as a result
430 of the project. Mr. Greenberg stated that, if the CDD's project damaged the pipe, it will be the
431 CDD's responsibility to fix it.

432

433 **SIXTEENTH ORDER OF BUSINESS**

Action/Agenda or Completed Items

434

435 Mr. Tarr voiced his opinion that the Summary Sheet does not belong with the Unaudited
436 Financials. Mr. Adams stated in the future, it will be included under Staff Reports.

437 Mr. Tarr stated that he has been trying to research Florida Tree Law. His understanding
438 is that, if a neighbor is put on notice that they have a dead tree and the tree damages property,
439 the owner of the tree can be held accountable.

440 Mr. Tarr noted that a dead pine tree was removed from Golf Course Hole #6, at a cost of
441 \$1,300. Mr. Greenberg concurred. Mr. Tarr stated that trees were removed from Medici, at the
442 cost of \$1,750. He recalled that, when Brendisi approached the CDD, they argued over \$425,
443 yet spent thousands of dollars at Medici.

444 Mrs. Adams stated the situations are totally different; Brendisi wanted the pine tree cut
445 down for aesthetic reasons; the tree did not pose a hazard. Field Management inspected the
446 tree and sent a report. Mr. Greenberg recalled that the tree was not deemed to be a hazard.

447 Mr. Tarr asked Ms. Willson if the CDD is liable if it does nothing when an adjacent
448 property owner informs the CDD, in writing, about a dead tree and expresses concern about
449 damage to their property from a named storm. Ms. Willson stated that, according to the law, if
450 the owner has knowledge that the tree is damaged, dead or otherwise dangerous, the property
451 owner could be held liable. However, if the CDD is put on notice that there is a dead tree and
452 then other actions are taken to review it and make a note for the file, the judge would likely
453 take that into account. Nothing is perfect but, as long as a measured approach is taken, having
454 inspected the tree, she believes that the CDD would be in a reasonably defensible position.

455 Mr. Tarr voiced his opinion that Brendisi was treated unfairly.

456 Ms. Willson recommends that, in any instance in which the CDD chooses not to take
457 action, a note should be placed in the file document regarding the analysis of Staff and perhaps
458 photos of the tree at the time of the report.

459 Mr. Willis stated that his last guidance to Cintron was to provide the CDD with an
460 invoice for the removal of the diseased Cabbage Palm and root ball and to provide Brendisi with
461 an invoice for the aesthetic removal of the pine tree.

462 Mr. Greenberg thinks that, if the CDD has legal liability, it should remove the tree but, in
463 other instances, it should be done at the expense of the party involved.

464

465 **On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with Mr. Tarr in favor**
466 **and Mr. Greenberg, Ms. Gartland, Mr. Henry and Ms. Wheeler dissenting,**
467 **reimbursing Brendisi \$425 for tree removal, was not approved. [Motion failed**
468 **4-1]**

469

470

471 Ms. Wheeler stated that she would be willing to reconsider the request if more
472 information were available regarding other trees removed, and why.

473 Mr. Willis stated that, when he evaluates trees, evaluation is not based upon previous
474 trees that were cut down.

475 Discussion ensued regarding the decision and the potential precedent set.

476

477 **SEVENTEENTH ORDER OF BUSINESS** **Old Business**

478

479 There was no old business.

480

481 **EIGHTEENTH ORDER OF BUSINESS** **Supervisors' Requests**

482

483 There were no Supervisors' requests.

484

485 **NINETEENTH ORDER OF BUSINESS** **Public Comments (3 minutes per speaker)**

486

487 There were no public comments.

488

489 **TWENTIETH ORDER OF BUSINESS** **Adjournment**

490

491

492 **On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, the**
493 **meeting adjourned at 11:32 a.m.**

494
495
496
497
498

Secretary/Assistant Secretary

Chair/Vice Chair

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

A

Hi Alyssa,

I hope you are doing well! The current coverage and liability limits of Mediterra align with those of most districts of similar size, operations, and gross operating expenses. We assess potential liability exposure of a district by considering several factors:

- Operations
 - What is the District responsible for?
 - Ownership or maintenance duties
 - What is being done by the District vs what is being outsourced to vendors or other 3rd parties
 - Risk Transfer – are the vendors agreeing to indemnify the District and is the District being added to their policy as additional insureds?
- Gross and Net Operating Budget
- Contractual Exposures (Example of an outlier District- Midtown Miami, which is also managed by Wrathell Hunt and Associates)
- Commercial Exposures
- Size of the District (both in acres and housing units if it's a CDD)
- Claims History
- Total Insured Value of Property

Upon reviewing the adopted budget and some of the meeting minutes for this district, nothing stood out that would necessitate higher liability limits. It's worth noting that this district currently does not have a property policy, so I assume they do not own any insurable assets or have an insurable interest in any buildings or structures.

I recommend allowing our Loss Control team to conduct a site visit. We try to visit every District every 3 years, but it does not appear that we have ever conducted a site visit at Mediterra. Our Loss Control team can provide recommendations to help the district mitigate their risk and identify any potential property that could or should be insured. I am attaching an example of a report they completed for Ave Maria for your reference. I see that the Mediterra board meeting is on June 20th, I can't make any promises, and I would need to check with our Loss Control team, but if we are able to visit the District next week, we might be able to have the report ready by 6/20. Please let me know if you have any questions or if you would like to discuss this further over a call. I will be attending a conference next week, but I am available tomorrow afternoon.

Thanks,

Andy

Andy Jiménez AIC AIS
EVP, Risk and Trust Operations Egis
Insurance & Risk Advisors Direct:
(321) 323.0042
Mobile:(321) 262.5925
Email: AJimenez@egisadvisors.com



Ave Maria Stewardship Community District

Date of Visit: Monday, October 23, 2023 at 10:00 AM

District Manager: Todd Wodraska, twodraska@sdsinc.org

Operations Director: Sal D'Angelo III, sdangelo@amscd.org

Address: 5080 Annunciation Cir., Ave Maria FL 34142

Egis Attendees: Ryan Rupnarain, Sr. Manager - Loss Control;
Charlen Wade, Loss Control Consultant

Visit Overview

The purpose of the visit on the above referenced date was to allow our team to review the Ave Maria Stewardship Community District from a risk management perspective. While on site, we had the opportunity to review the insured property schedule and made note any necessary updates. The visit also allowed us to support the district's loss control efforts by identifying any hazards that could lead to accidents and claims and discuss recommendations to remediate any loss producing conditions. Those recommendations are included in this letter. While we did not have the opportunity to observe all areas owned and/or maintained by the district, we feel that the areas we were able to observe are representative of the general condition of the property.

District Summary

Ave Maria Stewardship Community District was established in 2004. It was created as a limited, single, and specialized local government that provides infrastructure, including community development systems, facilities, services, projects, and improvements to the community. There are approximately 10,805 acres within district boundaries including 5,000 housing units with the expected completion amount being approximately 15,000 units. There are currently 12 different homeowner associations and a Master Association. The community consists of a town center circling the Ave Maria Catholic Church with adjacent fitness center, grocery store, café, restaurants, and retail areas.

District Ownership and Maintenance Responsibilities

Four major roads are owned by the district including: Ave Maria Blvd., Pope John Paul II Blvd., Annunciation Ct., and Anthem Parkway. They are also responsible for maintaining irrigation systems and infrastructure elements which include reclaimed water storage, supplemental wells, pumps, and transmission facilities as well as landscape improvement within the district roadways and community entrances.

Loss Control Observations

Recommendations below have been placed into categories based on the likelihood and severity potential of each exposure and related losses. Placement may also be based on lessons learned from claims experience with similar districts and loss sources.

Strengths

Strengths highlight some of the existing risk mitigation strategies in place. Consistent application is important to the district's overall risk management program.

- Sidewalk inspection is done on a regular schedule and areas for improvement are tagged with high visibility spray paint.
- Streetlights are tagged when they have malfunctioned for the electric utility's provider is able to fix.
- Golf cart path signage is displayed throughout the community.

Critical Recommendations

Critical recommendations are associated with exposures and hazards that represent a significant danger or risk warranting immediate attention. While follow-up for all recommendations is encouraged, items in the critical category may require documented resolution and review by FIA’s Risk Services team as indicated in the recommendation description.

- There were no critical recommendations at this time.

Important Recommendations

Important recommendations are provided to address exposures that if not corrected, have the potential to result in significant injury or property/liability losses.

- Risk transfer
- Motor vehicle review

<p>Risk Transfer – Given the various relationships with the Master Association, multiple HOAs, and outside vendors including but not limited to landscapers, the district may be presented with multiple risk exposures. This largely depends on how written agreements are worded along with the corresponding insurance requirements of these other organizations.</p>	<p>A best practice is to always have district legal counsel review these agreements, appropriate certificates of insurance (with corresponding additional insured status) and levels of coverages to verify the district is adequately protected, especially for operations they are not responsible for. Another example is by clarifying traffic control/MOT responsibilities in contracts with vendors operating on district roads. Please review the attached Risk Transfer handout and feel free to contact us to also review any agreements, certificates, etc. to verify the district is protected.</p>
---	--

<p>Motor Vehicle Review - Monitoring the district drivers’ MVRs is an important step in reducing the chance of an accident and improving the district’s loss experience.</p>	<p>Consider MVR monitoring as due diligence for assuring that your drivers meet the standards you have established for safe performance of their jobs. As a best practice, the review process should take place as part of the hiring process and annually thereafter. The scoring tool that accompanies this letter may be used to evaluate a driver’s fit for the district.</p>
---	---

Advisory Recommendations

Advisory recommendations are provided to address exposures that while having the potential for loss, would not normally result in a significant or severe loss. These recommendations are typically provided to share best practices.

- District responsibilities with the county
- Golf cart responsibilities
- Lake signage uniformity

<p>District Responsibilities with the County – Responsibilities in which the county requires the district to uphold for permitted events such as a 5K charity race or other events are not clearly defined. Especially events that require district road closures.</p>	<p>Recommendation – Consider contacting the county to provide further clarification of what the district’s responsibilities are for these permitted events.</p>
<p>Golf Cart Responsibilities - This district allows golf carts within the community and does visual checks as well as ensuring appropriate insurance requirements are met as part of the process of registering the golf carts with the district.</p>	<p>Consider clarifying the responsibilities that the Master Association has related to reviewing golf carts on behalf of the district prior to the issuance of the registration.</p>
<p>Lake Signage Uniformity – Signage was seen adjacent to some lakes but the location and presence of the signage were not consistent throughout the remaining observed lakes.</p>	<p>Consider adding signage to ponds that are adjacent to areas with high pedestrian traffic including sidewalks and trails. Signage should prohibit swimming, boating, fishing (if district policy) and warn of wildlife in the area such as alligators and snakes.</p>

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

B



Mediterra CDD – Major Outfall Structures #1 & #2 Inspection Report

Report Date: 6/12/2024

Structure ID: CS #1

Inspector: Mark Zordan

Inspection Date(s): 5/22/2024 & 6/10/2024

Latitude: 26.302690

Longitude: -81.770317

Location Description: Major Outfall from Lake #55

CDD: Yes

Structure: Headwall, Inlet Structure with an In-line Weir, & Bubble Up Structure

Photo ID: IMG_4974, IMG_5345, IMG_5348, IMG_5001

Photo(s) Taken: Yes

Piping: None visible – See future MRI Inspection Report

Erosion: No

Major Outfall: Yes

Cracking: No

Sediment: None visible

Gate: No

Bolts Tight: N/A

Paint Intact: N/A

Grease Condition: N/A

Seepage: N/A

Hydrocarbons: N/A

Joint Condition: N/A

Flow Obstructions: N/A

Receiving Body: Imperial Golf Estates Perimeter Ditch

Field Notes:

1. Inlet side – Concrete headwall in Lake #55 is in good condition – No spalling or visible cracks. There is no visible debris present. Pipe is submerged – unable to visually see the pipe(s) – refer to MRI pipe inspection report.
2. Control Structure #1 – In-line weir is in the inlet structure on the south side of the border wall. The pipe is a 48” RCP from the headwall in Lake #55 to this structure. The structure is in good condition. The in-line weir has minor spalling of the concrete. There is no visible debris present.
3. Bubble up structure is located on the south side of Veteran’s Memorial Boulevard, at the northeast corner of the Imperial Golf Estates (IGE) perimeter ditch. The structure is in good condition. Pipe is submerged – unable to visually see the pipe(s). There is no sediment in the bottom of the structure. No visible debris is present. Water level inside the structure is to within four inches (4”) of the top of the weir. One concrete corner that is supporting the top has a broken piece of concrete. The top is not level. There is an accumulation of mud to one inch of the top of the weir outlet.

Recommendation: In the dry season, the CDD should schedule the repair of the broken corner of the bubble up structure and level the top. The CDD should monitor the sediment accumulation.



HEADWALL IN LAKE #55



CS #1 - INLET STRUCTURE with IN-LINE WEIR



CS #1 - IN-LINE WEIR in INLET STRUCTURE



BUBBLE UP STRUCTURE IN IGE PERIMETER DITCH

Structure ID: CS #2

Inspector: Mark Zordan

Inspection Date: 5/22/2024

Latitude: 26.303312

Longitude: -81.785281

Location Description: Major Outfall from Lake #24

CDD: Yes

Structure: Headwall, Inlet Structure with an In-line Weir, Junction Manhole

Photo ID: IMG_4977, IMG_4984, IMG_4989

Photo(s) Taken: Yes

Piping: None visible – See future MRI Inspection Report

Erosion: No

Major Outfall: Yes

Cracking: No

Sediment: Minor

Gate: No

Bolts Tight: N/A

Paint Intact: N/A

Grease Condition: N/A

Seepage: N/A

Hydrocarbons: N/A

Joint Condition: N/A

Flow Obstructions: N/A

Receiving Body: Imperial Golf Estates Perimeter Ditch

Field Notes:

1. Inlet side – Concrete headwall in Lake #24 is approximately fifteen feet (15') into the lake from the top of bank on the south side of the lake. Headwall is approximately eight inches (8") to ten inches (10") below the water surface, thereby limiting visual inspection. There is no visible debris present. Pipe is submerged – unable to visually see the pipe(s) – refer to MRI pipe inspection report.
2. Control Structure #2 – In-line weir is in the inlet structure which is located at approximately twenty-five feet (25') to the south side of the lake. The pipe is a 48" RCP from the headwall in Lake #24 to this structure. The structure is in good condition. The in-line weir has no visible spalling of the concrete. There is no visible debris present.
3. A junction manhole structure is located on the south side of the Mediterra Border Wall in the drainage easement. The structure is in good condition. Pipe is submerged – unable to visually see the pipe(s). There is minor sediment accumulation in the bottom. No visible debris is present.

Recommendation: No action required at this time.



HEADWALL (SUBMERSED) IN LAKE #24

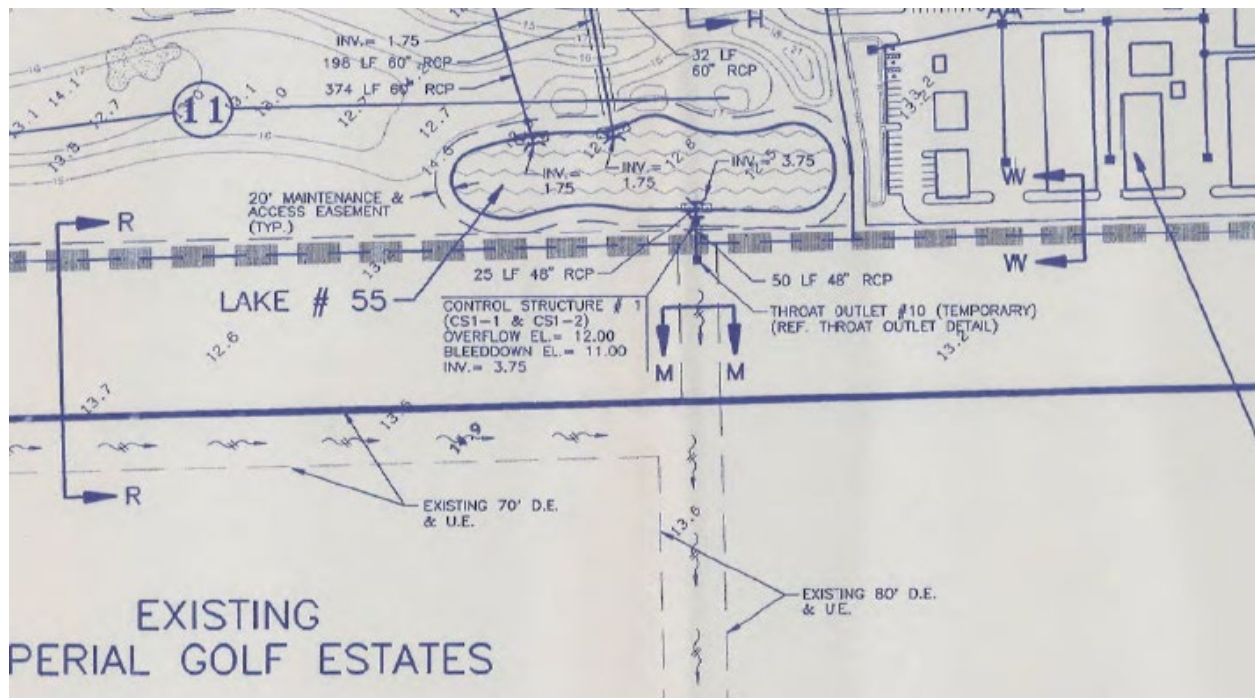


CS #2 - INLET STRUCTURE with IN-LINE WEIR

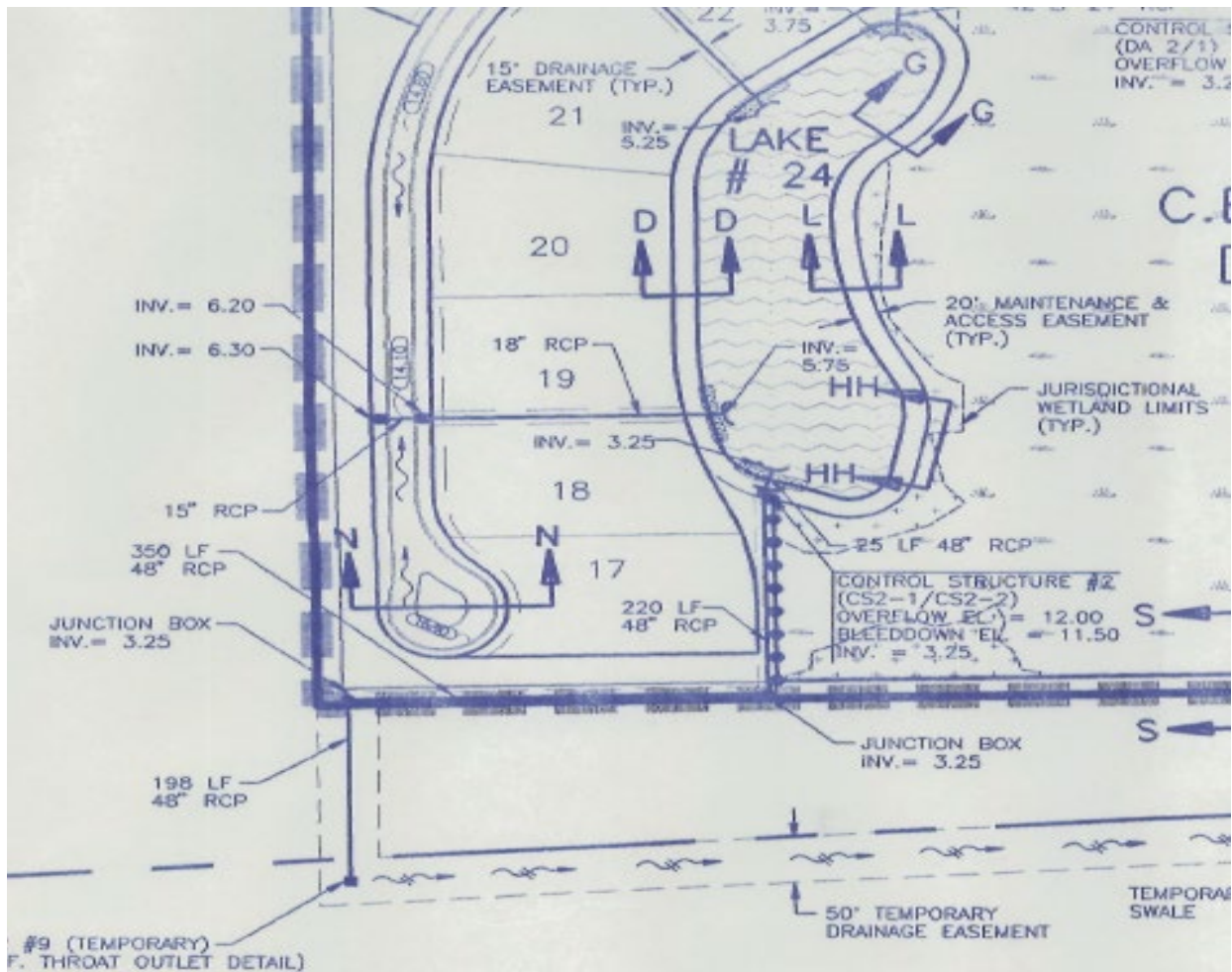


JUNCTION MANHOLE ON SOUTH SIDE OF WALL

PLANS OF MEDITERRA CONTROL STRUCTURES #1 & #2



CONTROL STRUCTURE #1 (See Surface Water Management Plans for Mediterra dated January 1999 – Sheet 7)



CONTROL STRUCTURE #2 (See Surface Water Management Plans for Mediterra dated January 1999 – Sheet 6)

COLLIER COUNTY
Board of County Commissioners
Community Redevelopment Agency Board (CRAB)
Airport Authority



AGENDA

Board of County Commission Chambers
Collier County Government Center
3299 Tamiami Trail East, 3rd Floor
Naples, FL 34112

February 28, 2023

9:00 AM

Commissioner Rick LoCastro, District 1; – Chair
Commissioner Chris Hall, District 2; – Vice Chair
Commissioner Burt Saunders, District 3
Commissioner Dan Kowal, District 4; – CRAB Co-Chair
Commissioner William L. McDaniel, Jr., District 5; – CRAB Co-Chair

NOTICE: ALL PERSONS WISHING TO SPEAK ON AGENDA ITEMS MUST REGISTER PRIOR TO PRESENTATION OF THE AGENDA ITEM TO BE ADDRESSED. ALL REGISTERED SPEAKERS WILL RECEIVE UP TO THREE MINUTES UNLESS THE TIME IS ADJUSTED BY THE CHAIRMAN. ADDITIONAL MINUTES MAY BE CEDED TO AN IN-PERSON SPEAKER BY OTHER REGISTERED SPEAKERS WHO MUST BE PRESENT AT THE TIME THE SPEAKER IS HEARD. NO PUBLIC SPEAKERS WILL BE HEARD FOR PROCLAMATIONS, PRESENTATIONS AND PUBLIC PETITIONS. SPEAKERS ON PRESENTATIONS ARE LIMITED TO 10 MINUTES, UNLESS EXTENDED

B. COMMUNITY REDEVELOPMENT AGENCY

15. STAFF AND COMMISSION GENERAL COMMUNICATIONS

- A. Public Comments on General Topics Not On The Current Or Future Agenda By Individuals Not Already Heard During Previous Public Comments In This Meeting
- B. Staff Project Updates
- C. Staff And Commission General Communications

16. CONSENT AGENDA - All matters listed under this item are considered to be routine and action will be taken by one motion without separate discussion of each item. If discussion is desired by a member of the Board, that item(s) will be removed from the Consent Agenda and considered separately.

A. GROWTH MANAGEMENT DEPARTMENT

- 1) Recommendation to approve final acceptance of the potable water and sewer facilities and accept the conveyance of the potable water and sewer facilities for Esplanade at Hacienda Lakes Phase 4C1 and 4C2, PL20220004770. (District 1)
- 2) Recommendation to approve final acceptance of the sewer utility facilities and accept the conveyance of a portion of the sewer utility facilities and appurtenant utility easement for First Congregational Church Force Main, PL20220005035. (District 3)
- 3) Recommendation to approve a Resolution for final acceptance of the private roadway and drainage improvements for the final plat of Esplanade at Hacienda Lakes Phase 2A, Application Number PL20150002005, and authorize the release of the maintenance security in the amount of \$66,337.86. (District 1)
- 4) Recommendation to approve a Resolution for final acceptance of the private roadway and drainage improvements for the final plat of

Esplanade at Hacienda Lakes Phase 2B, Application Number PL20160001208, and authorize the release of the maintenance security in the amount of \$42,990.14. (District 1)

- 5) Recommendation to approve final acceptance of the potable water utility facilities and accept the conveyance of the water facilities and appurtenant utility easement for Naples Senior Center Offsite Utilities Construction, PL20220005036. (District 3)
- 6) Recommendation to approve final acceptance of the potable water and sewer utility facilities and accept the conveyance of a portion of the potable water and sewer utility facilities and appurtenant utility easement for Naples Senior Center, PL20220005035. (District 3)
- 7) Recommendation to approve final acceptance of the potable water and sewer facilities and accept the conveyance of the potable water and sewer facilities for Sonoma Oaks, PL20220006730. (District 3)
- 8) Recommendation to approve final acceptance of the potable water and sewer facilities and accept the conveyance of the potable water and sewer facilities for Valencia Golf and Country Club Phase 2B, PL20220006250. (District 5)
- 9) Recommendation to authorize the Clerk of Courts to release a Performance Bond in the amount of \$103,800 which was posted as a guaranty for Excavation Permit Number PL20210003049 for work associated with Sonoma Oaks. (District 3)
- 10) Recommendation to approve a resolution amending Ordinance No. 2004-66, as amended, that created an Administrative Code, to revise the procedures for Comparable Use Determinations, and providing an effective date. (This is a companion to Item 17A) [PL20220000207] (All Districts)
- 11) Recommendation to approve reassumption of maintenance responsibilities of the area located within the perimeter drainage easement around the three sides of the northeast section of the Imperial Golf Estates development. (District 2)

happy about? I thought he was going to make a Chairman LoCastro coin.

COMMISSIONER HALL: I was worried about that.

COMMISSIONER KOWAL: He's working on it.

CHAIRMAN LoCASTRO: Okay. And with that said, meeting adjourned, thank you.

Commissioner McDaniel moved, seconded by Commissioner Hall and carried that the following items under the consent and summary agendas be approved and/or adopted

Item #16A1

FINAL ACCEPTANCE OF THE POTABLE WATER AND SEWER FACILITIES AND ACCEPT THE CONVEYANCE OF THE POTABLE WATER AND SEWER FACILITIES FOR ESPLANADE AT HACIENDA LAKES PHASE 4C1 AND 4C2, PL20220004770 – BY THE STAFF ON NOVEMBER 21, 2022 AND FOUND THE FACILITY TO BE SATISFACTORY AND ACCEPTABLE.

Item #16A2

FINAL ACCEPTANCE OF THE SEWER UTILITY FACILITIES AND ACCEPT THE CONVEYANCE OF A PORTION OF THE SEWER UTILITY FACILITIES AND APPURTENANT UTILITY EASEMENT FOR FIRST CONGREGATIONAL CHURCH FORCE MAIN, PL20220005035. – BY THE STAFF ON DECEMBER 8, 2022 AND FOUND THE FACILITY TO BE SATISFACTORY AND ACCEPTABLE.

AS A GUARANTY FOR EXCAVATION PERMIT NUMBER PL20210003049 FOR WORK ASSOCIATED WITH SONOMA OAKS.

Item #16A10

RESOLUTION 2023-29: AMENDING ORDINANCE NO. 2004-66, AS AMENDED, THAT CREATED AN ADMINISTRATIVE CODE, TO REVISE THE PROCEDURES FOR COMPARABLE USE DETERMINATIONS, AND PROVIDING AN EFFECTIVE DATE. (THIS IS A COMPANION TO ITEM #17A) [PL20220000207].

Item #16A11

REASSUMPTION OF MAINTENANCE RESPONSIBILITIES OF THE AREA LOCATED WITHIN THE PERIMETER DRAINAGE EASEMENT AROUND THE THREE SIDES OF THE NORTHEAST SECTION OF THE IMPERIAL GOLF ESTATES DEVELOPMENT.

Item #16A12

APPROPRIATED REVENUE TO TRANSPORTATION OPERATING FUND (310), ASSET MANAGEMENT PROJECT (#60037), IN THE AMOUNT OF \$91,221 AND AUTHORIZE ALL NECESSARY BUDGET AMENDMENTS.

Item #16A13

February 28, 2023


There being no further business for the good of the County, the meeting was adjourned by order of the Chair at 4:26 p.m.

BOARD OF COUNTY COMMISSIONERS
BOARD OF ZONING APPEALS/EX
OFFICIO GOVERNING BOARD(S) OF
SPECIAL DISTRICTS UNDER ITS CONTROL



RICK LoCASTRO, CHAIRMAN

ATTEST
CRYSTAL K. KINZEL, CLERK



Attest as to Chairman's
signature only

These minutes approved by the Board on 3-28-23, as
presented or as corrected .

TRANSCRIPT PREPARED ON BEHALF OF FORT MYERS
COURT REPORTING BY TERRI L. LEWIS, REGISTERED
PROFESSIONAL COURT REPORTER, FPR-C, AND NOTARY
PUBLIC.

EXECUTIVE SUMMARY

Recommendation to approve re-assumption of maintenance responsibilities of the area located within the perimeter drainage easement around the three sides of the northeast section of the Imperial Golf Estates development.

OBJECTIVE: To maintain appropriate sections of existing secondary stormwater and surface water management infrastructure providing regional flood protection level of service benefit to Collier County residents.

CONSIDERATIONS: The original design of the Imperial Golf Estates development included land around the perimeter of the northeast sections of the residential area designated for water management. In the 1970's, this area experienced overland sheet flow of surface water from adjacent undeveloped lands to the north moving in the historic northeast to southwest flow direction. Through the original design, permitting, platting and construction of the Imperial Golf Estates Development, a drainage easement was attached to the subject land designating use of the land for the intended purpose of water management.

This area was maintained by the original Collier County Stormwater Management Department formed in the 1980's for a number of years, presumably due to the challenges associated with water management in an area that experiences regional sheet flow. At some point the Imperial Golf Estates homeowner's association began maintaining the area. The perimeter drainage easement area is still currently being maintained by the HOA, despite the fact that it serves as a regional drainage facility.

The area surrounding this portion of Imperial Golf Estates has since become developed. Surface water and stormwater flow characteristics of the area have changed. Approximately three years ago, when design and permitting began for the construction of the new adjacent high school and the new Veterans Memorial Parkway, residents of Imperial Golf Estates became concerned about potential new water management challenges resulting from these projects. Designs for both projects included new direct drainage connections to the Imperial Golf Estates perimeter water management area.

To address concerns and take appropriate action the County agreed to offer re-assumption of the maintenance responsibility of the approximately 5 acre perimeter drainage easement area, as it is a drainage easement intended for and currently accepting regional stormwater flows. An engineering drainage basin study to identify any existing facility deficiencies to target for future improvement was completed in September 2022.

FISCAL IMPACT: The annual cost to assume maintenance responsibility, including mowing, vegetation trimming, and aquatic herbicide application is estimated to be \$50,400. The source of funding for the maintenance is Stormwater Maintenance Fund (103), the drainage basin study was funded by Stormwater Capital Fund (325).

LEGAL CONSIDERATIONS: This item has been reviewed by the County Attorney, raises no legal issues and requires majority vote for approval. -JAK

GROWTH IMPACT: There is no Growth Management Impact resulting from this action.

RECOMMENDATION: That the Board of County Commissioners approves re-assumption of maintenance responsibilities of the area located within the perimeter drainage easement around the three sides of the northeast section of the Imperial Golf Estates development.

02/28/2023

Prepared By: Jerry Kurtz, Road Maintenance Division Director, Transportation Management Services
Department

ATTACHMENT(S)

1. LOCATION MAP IGE REASSUMPTION AREA (DOCX)

COLLIER COUNTY
Board of County Commissioners

Item Number: 16.A.11

Doc ID: 24491

Item Summary: Recommendation to approve reassumption of maintenance responsibilities of the area located within the perimeter drainage easement around the three sides of the northeast section of the Imperial Golf Estates development.

Meeting Date: 02/28/2023

Prepared by:

Title: Transportation Management Services Superintendent – Road Maintenance

Name: Marshal Miller

01/23/2023 3:07 PM

Submitted by:

Title: Project Manager, Principal – Road Maintenance

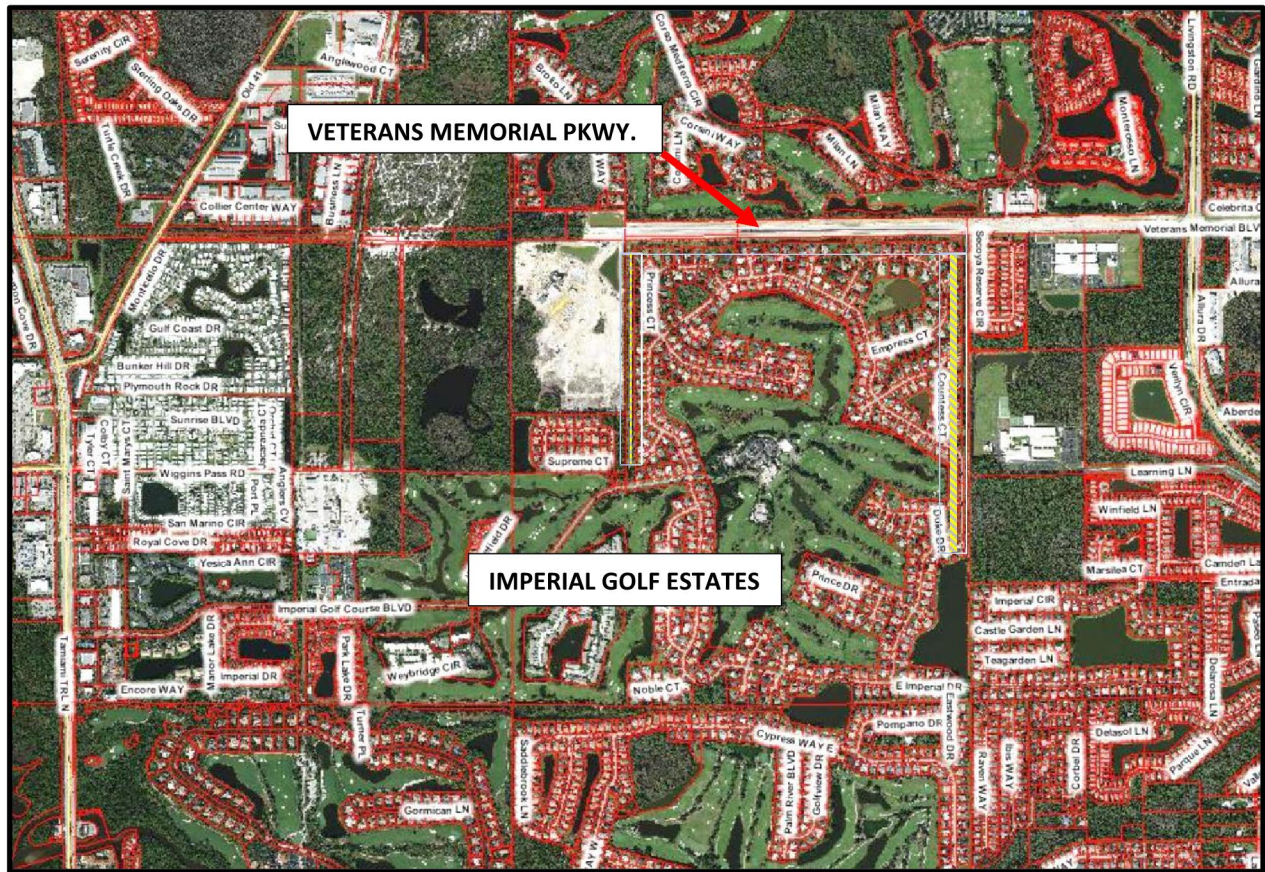
Name: Gerald Kurtz

01/23/2023 3:07 PM

Approved By:

Review:

Growth Management Department	Jeanne Marcella	Transportation Management Services Department	Completed	01/31/2023 9:16 AM
Growth Management Operations Support		Tara Castillo	Additional Reviewer	Completed 02/01/2023 2:01 PM
Capital Project Planning, Impact Fees, and Program Management	Jessica Arencibia		Additional Reviewer	Completed 02/01/2023 2:28 PM
Growth Management Department	Gene Shue	Additional Reviewer	Completed	02/02/2023 9:58 AM
Growth Management Department	Trinity Scott	Transportation	Completed	02/08/2023 9:37 AM
County Attorney's Office	Jeffrey A. Klatzkow	Level 3 County Attorney's Office Review	Completed	02/08/2023 9:54 AM
Office of Management and Budget	Debra Windsor	Level 3 OMB Gatekeeper Review	Completed	02/08/2023 10:12 AM
County Manager's Office	Ed Finn	CMO	Completed	02/08/2023 11:23 AM
Office of Management and Budget	Christopher Johnson	Additional Reviewer	Completed	02/21/2023 7:59 AM
County Manager's Office	Amy Patterson	Level 4 County Manager Review	Completed	02/22/2023 2:26 PM
Board of County Commissioners	Geoffrey Willig	Meeting	Pending	02/28/2023 9:00 AM



= REASSUMPTION AREA (5.1 Acres)

Attachment: LOCATION MAP IGE REASSUMPTION AREA (24491 : County re-assumption of imperial stormwater infrastructure.)

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

C

Mediterra CDD

2024 Operations Financial Impact Analysis

6.3.24

<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	\$ 392,735	\$ (172,735)	
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 June
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	\$ 864,956	\$ (137,696)	

Mediterra Breakdown June 3, 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)
Conservation 4-B Removal of Palm	\$ 600.00 (GulfScapes)

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. (\$99,472.00)

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

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

STAFF
REPORTS
D

MEDITERRA CDD

Key Activity Dates

Updated: June 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. June agenda item	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
Phase Three East - Stormwater Pond 74	SOP	N/A	The original issue date was April 16, 2020. Modified May 19, 2022. The duration of the permit is extended until October 7, 2027 per the request to SFWMD. As discussed at the December 6, 2023 meeting; possible extension due to Hurricane Ian of 9/2022 to early 2029. 90 day reminder is included, as reflected. Once the stormwater planning exercise is completed, it will have to be repeated every five years.	1/1/2026 (reminder) 10/7/2027 - deadline March 10, 2029
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 & Villoresi	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	Villoresi	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 & Ravelo	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

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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 After 05.15.24 mtg	
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 After 05.15.24 mtg	
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. Zordan	X		

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1	10.18.23	ACTION	Mr. Nott, remove small trees at Lake 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
2	10.18.23	ACTION	Remove "Sources and Uses of Funds" from the spreadsheet.	Mr. Adams		X	01.17.24
3	12.06.23	ACTION	Discuss community standards w Crosscreek techs & Area Mgr.	Mr. Willis		X	01.17.24
4	12.06.23	ACTION	Locate lake measurements done about 10 years ago. If necessary, request it from Jared.	Mr. Adams		X	01.17.24
5	12.06.23	ACTION	Get Wetland Treatment schedule. Add to Key Activity Dates.	Mr. Willis		X	02.21.24
6	01.17.24	ACTION	Put Lake 1-S aerators on list of compressors being replaced.	Mrs. Adams		X	02.21.24
7	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
8	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
9	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
10	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
11	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
12	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
13	02.21.24	ACTION	Send a photograph of bacopa to Board Members.	Mr. Willis		X	04.17.24
14	02.21.24	ACTION	Send the educational brochure re: littorals to Board Members	Mr. Willis		X	04.17.24
15	02.21.24	ACTION	Research Attorney General opinions related to whether	Ms. Willson		X	04.17.24

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
			Supervisors can discuss possible candidates for upcoming elections without violating the Statute.				
16	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
17	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
18	03.20.24	ACTION	Lake Report to be emailed to Mr. Greenberg.	Mrs. Adams		X	04.17.24
19	03.20.24	ACTION	Meet with Mr. Bowden to discuss access to Medici Lake #22.	Mr. Willis		X	04.17.24
20	03.20.24	ACTION/AGENDA	Schedule water quality testing w Tim Denison. Add to Key Activity Dates.	Mr. Adams		X	04.17.24
21	02.21.24	ACTION	Forward General Election forms to Board Members.	Mr. Adams		X	04.17.24
22	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
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