

**MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on November 19, 2025 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:

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

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via Zoom)	District Counsel
Mark Zordan	District Engineer
Andy Nott	Superior Waterways
Bill Bowden	MCA General Manager
Phillip Green	MCA President
James Barron	EarthBalance
Jeff Landers	EMC Divers, Inc. (EMC)
Tim Woodland (via Zoom)	Estate Management Services (EMS)
Mike Radford (via Zoom)	M.R.I. Construction, Inc. (MRI)
Neal Spungen (via Zoom)	Dryad
Eric Barnett	Dryad
Jeff Hanley	Certified Security & Integration
Cathy Gronlund	Resident
David Wiefeling (via Zoom)	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

This item was presented following the Third Order of Business.

THIRD ORDER OF BUSINESS**Chairman's Comments**

Mr. Tarr welcomed all meeting attendees. He commended District Management's team on producing the agenda books given the Veteran's Day holiday and last-minute additions and stated that Mr. Wrathell, Ms. Daphne Gillyard and other District Management staff members will be invited to meet the Supervisors via Zoom in future meetings.

▪ **Discussion: Homeowner Request to Maintain Conservation Area Adjacent to 15167 Brolio Lane**

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

Mr. Tarr distributed documentation to the Board and discussed the documents, including the Quit Claim Deed and photographs of the CDD property. He read the following verbiage from the Quit Claim Deed into the record: "The property being conveyed shall be continually maintained by Grantee, its successors and assigns, as a landscape buffer and by the acceptance of this Deed, Grantee agrees to maintain the property as required hereby."

Discussion ensued regarding landscape standards, Mediterra standards, the property that can be seen from the golf course, and Design Review Committee (DRC) Guidelines that require each single-family homeowner on the lake to maintain the landscaping of turf and vegetation between the dwelling and the water's edge. It was noted that the property extends into the lake and the CDD is required to maintain the landscape buffer.

Mr. Light stated the area partially ignited during a recent fire. After the fire, EarthBalance did a partial clean-up.

Discussion ensued regarding suggestions for the CDD to contract with the MCA or The Club's golf course staff to maintain the property.

Resident Cathy Gronlund stated that she maintains her property up to the lake's edge. The property at the curve of the lake's edge has always been someone else's property. The landscape buffer is by the fence; some palms burned up during the fire and the rest of the area is dry shrubs and vines that grow thicker each year. That area was always maintained by Long Bay Partners prior to turnover. Since the turnover, the maintenance ended and the property was continually an unsightly fire hazard.

Discussion ensued regarding whether to engage The Club to maintain the area, what standard The Club desires, previous cleanup efforts by EarthBalance, the need to avoid setting a precedent and the need to maintain Mediterra standards.

There was a brief interruption in the meeting.

Discussion ensued regarding the possibility that other areas like this exist, the CDD taking responsibility for CDD property and the need to address the issue.

Mr. Willis was directed to inspect the area, speak to Tom Lively with The Club, determine what is needed to address invasives and remediate the area, and obtain estimates for cleanup and ongoing maintenance.

Ms. Gronlund expressed her opinion that aesthetics are important, but addressing fire hazards should be the top priority. Mr. Tarr voiced his agreement and stated that a preserve fire detection system will be discussed today.

▪ **Public Comments (3 minutes per speaker)**

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

No members of the public spoke.

FOURTH ORDER OF BUSINESS**Approval of October 15, 2025 Regular Meeting Minutes**

The following changes were made:

Line 78: Change "McGehe" to "McGee"

Line 117: Insert "tariffs," after "including"

On MOTION by Mr. Light and seconded by Ms. Wheeler, with all in favor, the October 15, 2025 Regular Meeting Minutes, as amended, were approved.

FIFTH ORDER OF BUSINESS**Dryad Silvanet Wildfire Detection System Items**

Mr. Tarr introduced the Dryad team. The Board and Staff discussed the following:

A. Johnson Engineering Review of Dryad References

Mr. Zordan discussed his findings after having checked the references from three satisfied Dryad customers.

B. Dryad Manufacturer Warranty

Mr. Tarr discussed the Warranty and Service Agreement.

Ms. Willson stated that she reviewed the documentation with Mr. Adams. She will work on drafting a final contract, as it does not include all State of Florida requirements and some warranty limitations must be addressed.

Mr. Adams will circulate the final Agreement to Mr. Henry for final review.

C. Continued Discussion: Certified Security & Integration Proposal for Silvanet System

Mr. Tarr discussed the proposal and asked for page numbers to be included in all future exhibits so that the BOS can find items quickly during discussions. He asked for confirmation that the costs shown are all-inclusive and will not be affected by future tariffs or shipping rates. Mr. Spungen stated that is correct.

Discussion ensued regarding the ratio of sensors to gateways, mobile phone connectivity, the presence of strong signal in the area to be serviced, installation costs related to bringing in three additional experienced technicians and the need to ensure that the CDD's sales tax exemption is honored via the direct purchase of materials.

Total costs to purchase and install the system were summarized as follows:

Pre-tax price	\$218,211
Dryad Silvanet Annual Fee	\$43,930
Three Certified Security technicians	\$42,000
Superior staff for 10 days	\$44,000

It was noted that, with three experienced Certified technicians assisting the Superior techs, the work might be completed within eight days. The \$350,000 budgeted for this represented one-third of the preserve cleaning three-year cycle. Mr. Adams stated he would still recommend budgeting a portion of that amount to pay for monitoring and to continue building the fund balance back up.

Mr. Tarr discussed the cost savings that could be achieved by prepaying the annual service fee. He asked if a discount option will still be offered if the CDD decides to prepay after the first year. Mr. Spungen confirmed that a discount option would still be offered at that time.

Discussion ensued regarding whether future preserve cleanups would be postponed for one year, the rising costs of preserve cleanups and the need to communicate that the purpose of the project is for fire reduction, not beautification.

D. Consideration of Certified Security & Integration Contract

On MOTION by Mr. Light and seconded by Ms. Gartland, with all in favor, the Certified Security & Integration Contract, subject to District Counsel and District Manager review, including a one-year payment of the annual fee, with the understanding that, if the CDD chooses a multi-year payment thereafter, a discount would be obtained from Certified, and the option to include three technicians, in a not-to-exceed total amount of \$350,000, and authorizing the Chair to execute, was approved.

E. Consideration of Superior Waterway Services, Inc. Service Agreement for Installation of Silvanet System

On MOTION by Mr. Light and seconded by Mr. Henry, with all in favor, the Superior Waterway Services, Inc. Service Agreement for Installation of Silvanet System, in the amount of \$5,500 per day for six technicians, for eight days or less, and authorizing the Chair to execute, was approved.

Discussion ensued regarding performing a smoke test and a project schedule. Mr. Adams stated a project schedule will be developed following the contract process. It was noted that a controlled burn or a campfire can suffice.

Mediterra General Manager Bill Bowden, stated the Association has a wood-fueled outdoor fire pit adjacent to the play area and conservation area available for resident use. The fire pit is shut down during dry season due to fire risk. He expressed concern it might affect smoke detection on the rare occasions it is in use. It was noted that the central monitoring station should be notified in advance of events and advised of the possibility of false alarms.

Mr. Spungen, Mr. Barnett and Mr. Hanley left the meeting.

SIXTH ORDER OF BUSINESS

Continued Discussion: Lake Bank Maintenance for 12 Excluded Areas

- A. Johnson Engineering, LLC Excluded Maintenance Areas Observation Report**
- B. EarthBalance Price Quote for Initial Clearing /Maintenance of Twelve Areas (James Barron)**

Mr. Tarr distributed a breakdown of areas that EarthBalance proposes to address and the associated scope of work. He discussed his observations and suggested excluding Lake 22 in Medici from the bid based on his observations and a landscaper's much lower estimate for cleaning this area up and installation of pine straw. Mr. Barron stated his understanding that

the scope of work should include removal of exotic vegetation and stated the labor-intensive removal of large Brazilian Peppers in the area increased the costs for Lake 22.

Discussion ensued regarding the scope of work, the presence of invasives throughout the community, Best Management Practices and the need to confirm whether the counties require removal of invasives from developed properties.

Ms. Gartland suggested addressing a few areas each year rather than all at once, given the many projects to be done and budgetary considerations.

Discussion ensued regarding obtaining additional proposals, scheduling a workshop after a meeting, whether the Board prefers to physically inspect areas in question or consider photos, and Medici HOA's past history of maintenance being done on this area.

Mr. Tarr stated that Ms. Wheeler is the President of the Medici HOA and he is the Vice President and Treasurer. It is unknown if the CDD is required to remove the invasives on developed CDD property that is neither conservation nor preserve.

Ms. Wheeler suggested tabling the matter until the facts are known and obtaining additional proposals when it is known if invasive vegetation must be removed.

Mr. Adams stated that Staff will confirm what County codes require.

The consensus was to schedule a workshop after the December meeting. Staff will prioritize the three worst areas in terms of noncompliance with County requirements for Board Members to inspect in person. It was noted that some areas might be inaccessible, and some areas might be in compliance with County specifications, but may be aesthetically unpleasant.

Mr. Barron will provide a list of areas with extensive invasives based on his notes to be considered at the next meeting. He stated that his proposal includes extensive exotic removal of items including Brazilian Peppers and invasives in inaccessible areas. He will provide an adjusted proposal for consideration based on updated guidelines.

Mr. Zordan will request three proposals.

The consensus was that Mr. Zordan, Mr. Willis and Mr. Barron will accompany the Board Members on the inspection during the December Workshop.

SEVENTH ORDER OF BUSINESS

**Discussion: Homeowner Request to
Maintain Conservation Area Adjacent to
15167 Brolio Lane**

This item was presented following the Third Order of Business.

EIGHTH ORDER OF BUSINESS**Lake Bank Items**

Mr. Willis stated that Jeff Landers, from EMC Divers, Inc. (EMC), was attending in person, and Tim Woodland, of Estate Management Services (EMS), was attending via Zoom.

Mr. Tarr recalled that the Board originally approved projects in three lakes, those being Lake 22 in Medici, a lake in Cortile and a lake in Verona. After the problems with the work in Medici, the Board agreed, at the time, not to proceed with the other two lake banks. The next lake to be done was in Cortile. MRI had won the bid for all three lakes and used a better quality mat than Inca Mat. It was installed in Lake 15 in Cortile, from the control level down, and covered in soil. Mr. Zordan inspected the Lake 15 lake bank after littorals were installed and found the lake bank was done correctly and its condition is good. The consensus was that work on Lake 15 is complete.

A. Discussion: Johnson Engineering, LLC Lake Bank Observations for Lakes 16, 25, & 33

Mr. Willis stated that, after completion of the Lake Audit, the decision was made to schedule restoration work on two lakes in Fiscal Year 2025 and two lakes in Fiscal Year 2026 in order to stay within the amount budgeted.

B. Consideration of Lake Bank Restoration Proposals for Lake 16 (Milan) and Lake 43 (Verona)

Mr. Tarr stated that \$100,000 is budgeted for lake bank remediation. He reviewed the bid totals outline prepared by Mr. Willis.

Discussion ensued regarding the bids, the scope of recommended repairs, the pros and cons of each type of repair, the costs and longevity of each type of repair.

Mr. Zordan recommended installing Inca Mat or a more durable and long-lasting synthetic material that will provide stability on the lake slope.

Mr. Mike Radford of M.R.I. Construction, Inc. (MRI) joined the meeting via Zoom.

Ms. Wheeler asked if stone is a better option, as it would last much longer than either of the mats. Mr. Zordan stated, while shell and stone look very nice, at a cost of \$180 to \$200 per linear foot, the cost can be considerable with 76 lakes.

Discussion ensued regarding the potential cost of \$100 to \$125 per linear foot for mat; the much less expensive cost of grading and sloping as outlined in MRI's proposal; the

differential of \$50 to \$200 per linear foot depending on which product is used; and costs and considerations, including lake access, dredging, hauling, and pine tree clearing.

Mr. Adams discussed the CDD's blanket Access Easement across the golf course.

Mr. Radford responded to questions related to equipment access via the golf cart path.

Mr. Zordan discussed the methods and considerations related to each type of repair.

Mr. Woodland, of EMS, discussed how Shore Socks differ from Geotubes, and stated they achieve a durable and permanent solution at a slightly lower cost than stone.

Discussion ensued regarding the Request for Proposals (RFP) in which vendors were asked to bid on a Geotube solution for Lake 43. Mr. Willis stated that, while he does not have an issue with the solutions proposed, the same RFP requesting Geotubes was sent to all vendors.

Mr. Tarr expressed support for the MRI bid, given the success of the Cortile remediation and the total cost of approximately \$54,000 to remediate both lakes.

Discussion ensued regarding the longevity of the various remediations proposed.

Mr. Landers, of EMC, discussed the Geotube solution his firm specializes in and stated that, when installed correctly, Geotubes provide very permanent erosion protection.

Discussion ensued regarding budget constraints, aerator issues, littorals recently planted at Lake 43 which lack irrigation, low water levels, whether to accept the MRI proposal to remediate two lakes right away and the number of additional lakes in need of remediation.

Mr. Willis expressed concern because EMC and EMS only bid for the solution specified by the RFP, which was Geotubes.

After discussion, the consensus was for Staff to obtain new proposals utilizing synthetic mats, with a grading and sloping approach, with sod installation.

Mr. Willis stated that proposals will be included in the next meeting agenda.

Mr. Tarr directed Staff to begin communications with property owners along Lakes 16 and 43, where washouts are causing damage that is affecting the headwall.

Mr. Tarr stated that he asked Mr. Zordan to inquire from Johnson staff if the South Florida Water Management District (SFWMD) might allow moving the lake access easement into an area of the preserve with much fewer trees. Ms. Gartland noted that, if the lake will be accessed from the golf course, it will be necessary to contact The Club as a courtesy.

C. Discussion: Lake 22 (Medici) Follow up Project

Mr. Tarr presented MRI Proposal #594 for Lake #22.

It was noted that the scope of work is incorrect. Fill dirt will be brought in, the lake bank will be regraded, and any sod and Inca Mat removed would be replaced up to control level, to the same standard as occurred in Cortile. Mr. Tarr believes that Medici will authorize repair of the washouts before the work is performed.

On MOTION by Mr. Light and seconded by Mr. Henry, with all in favor, MRI Proposal #594, to install fill dirt, remediate washed out areas, regrade the lake bank and restore Lake #22 to the same standard as Cortile, in the amount of \$5,000, to include warranty information, was approved.

NINTH ORDER OF BUSINESS

Aeration Electrical Supply Items

A. Discussion: Estimated Monthly Cost

The Board and Staff discussed the "Mediterra CDD estimated electric cost" table.

B. Continued Discussion/Consideration: Aeration New Electrical Services Proposals

The Board and Staff discussed the Aeration New Electrical Services Proposals, estimated costs, potential issues related to the scope of work, and whether to have the meters split or to continue to share the meters and reimburse appropriate parties for a percentage of the electric bill. Mr. Adams discussed the handshake agreement with Porto Vecchio from years ago whereby the CDD agreed to install the aeration and, in return, the entities would pay for the electricity.

District Counsel will draft a notification letter to The MCA and The Club initially, and to all affected parties. Ms. Willson will try to find paperwork related to Porto Vecchio and, if nothing is found, she suggests that it would be most equitable to treat Porto Vecchio in the same manner as The Club and The MCA.

On MOTION by Mr. Light and seconded by Mr. Henry, directing District Counsel to draft a notification letter outlining what was discovered, the analysis of what steps the CDD has taken; noting that proposals were received for completely separating the system, which seems to be cost prohibitive; and proposing the action which seems to be in the best interest of all of the community members and stakeholders; was approved.

Mr. Light left the meeting at 11:34 a.m.

TENTH ORDER OF BUSINESS**Discussion/ Recommendation for Lake 63**

This item was deferred.

ELEVENTH ORDER OF BUSINESS**Update: Superior Waterway Services, Inc.
Lake Treatment Report**

The November 2025 Lake Treatment Report was included for informational purposes.

Mr. Nott stated the aerator in Verona will be repaired.

TWELFTH ORDER OF BUSINESS**Consideration of Resolution 2026-01,
Implementing Section 190.006(3), Florida
Statutes, and Requesting that the Collier
County and Lee County Supervisors of
Elections Conduct the District's General
Elections; Providing for Compensation;
Setting for the Terms of Office; Authorizing
Notice of the Qualifying Period; and
Providing for Severability and an Effective
Date**

Mr. Adams presented Resolution 2026-01 and noted the following:

- Seats 1 and 2, currently held by Mary Wheeler and Kenneth Tarr, respectively, will be up for election at the November 2026 General Election.
- Candidates must be a citizen of the United States, at least 18 years of age, a legal resident of Florida, reside within the CDD and be a registered voter in Collier or Lee County.
- Each Board Member is entitled to receive compensation of \$200 per meeting, up to an annual maximum of \$4,800 per year.
- Each Seat carries a four-year term.
- The candidate qualifying period is noon, June 8, 2026 to noon, June 12, 2026.

Ms. Willson stated that candidates must file with the Department of State in Tallahassee, given that the CDD has multi-county jurisdictional requirements.

**On MOTION by Mr. Henry and seconded by Ms. Wheeler, with all in favor,
Resolution 2026-01, Implementing Section 190.006(3), Florida Statutes, and
Requesting that the Collier County and Lee County Supervisors of Elections
Conduct the District's General Elections; Providing for Compensation; Setting**

for the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of September 30, 2025**

- **2025 Operations Financial Impact Analysis**
- **Breakdown/Summary Report**
- **Summary/Notes**

The Board and Staff reviewed the 2025 Operations Financial Impact Analysis and the Unaudited Financial Statements as of September 30, 2025.

Regarding the Mediterra Breakdown, Mrs. Adams stated that she did extensive reformatting. She will ask Corporate why the red print is not appearing in the booklets.

Mr. Adams stated, since expenditures exceeded appropriations, a Budget Amendment will likely be added to the December agenda, to help avoid a finding in the annual audit.

On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, the Unaudited Financial Statements as of September 30, 2025, were accepted.

FOURTEENTH ORDER OF BUSINESS**Old Business**

Mr. Henry stated the Lucarno HOA would like to plant Clusia on the lake bank near Lake 70 by the fence that The MCA erected by the CDD lake bank. In his opinion, the fence is ugly and in need of repair. It is unclear exactly where CDD property ends and where MCA property begins. Rather than paying for a survey, if The MCA's ARC and the CDD have no objections, the Lucarno HOA is willing to install 25-gallon Clusia to improve the appearance and mitigate the noise issues. He received an estimate of \$6,000.

On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor, sending a Letter of No Objection to the Lucarno HOA regarding the planting of Clusia near the fence in the lake bank near Lake 70, was approved.

Mr. Henry asked for permission to paint the electrical service box on the lake bank that is used for the aerator box. It was noted that the box is likely the property of The MCA. Mr. Henry will contact The MCA.

FIFTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Ms. Willson reminded the Board Members to complete the required four hours of ethics training each year by December 31st.

Mrs. Adams will forward the Memorandum which includes free course options.

B. District Engineer: Johnson Engineering, Inc.

- **Environmental Resource Permit (ERP) Extension**

Mr. Zordan stated the Environmental Resource Permit was extended to August 26, 2032. He will research whether additional emergency events might allow further extensions.

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

- **NEXT MEETING DATE: December 17, 2025 at 9:00 AM**

- **QUORUM CHECK**

Supervisors Wheeler, Tarr, Henry and Gartland confirmed their attendance at the December 17, 2025 meeting. A workshop will be added following the December meeting.

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

- **Key Activity Dates Report**

The October 2025 Key Activity Dates Report was included for informational purposes.

SIXTEENTH ORDER OF BUSINESS**Action/Agenda or Completed Items**

Items 13, 14, 15, 18, 19, 20, 21, 22 and 24 were completed.

Ms. Gartland notified the Board that The Club at Mediterra might want to fill in a portion of the end of the lake in conjunction with completion of the Sports Center. She asked for a letter to be sent to The Club. Mr. Adams will send an invitation for a representative of The Club to attend the next meeting and to request another meeting location due to the noise.

SEVENTEENTH ORDER OF BUSINESS**Supervisors' Requests**

There were no Supervisors' requests.

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

Resident David Wiefeling complained about trash, low water levels and the appearance of Lakes 71 and Lake 72.

Mr. Henry discussed Mr. Wiefeling's frequent concerns related to falling lake levels during dry season, exposing the lakebed 12' to 14' out from the bulkhead and stated that he has expressed concern that an issue could be causing the lakes to drain more quickly than others. He also raised concerns about debris from around the lake getting blown into the back of his house, frequently causing an unsightly and malodorous mess.

Mr. Tarr stated the CDD spent a significant amount of money for Johnson Engineering to look into the depths of the lakes on the east side and they concluded that the lakes were not dug deep enough. Workers manually cleared grass out of the lakes and Superior continually tries to keep the lakes clear but, unfortunately, water levels are currently below control level. To the best of his knowledge, water cannot leave the CDD's lakes. All the lakes are interconnected and he does not believe that the water The Club takes out on the west side affects the east side of the CDD. Mr. Zordan agreed and stated no liners were installed in the lakes.

Mr. Nott stated that, based on depth readings, fountains and aerators will be shut down earlier than they were shut down last year.

Discussion ensued regarding littorals and water levels.

Ms. Gartland stated that a large study of the lakes will be undertaken in the future, but nothing can be done about the lack of rain.

Asked if wells can be added, Mr. Adams stated that consumptive use permits for wells flowing into ponds used for irrigation purposes will only allow water drawn to recharge the pond. Mr. Henry asked if it has been confirmed that drawing out of the lake on the west side will not affect Lakes 71 and 72. Mr. Adams stated that, if more water is taken out than replaced, water levels will decrease and, while an individual can request a report of the meter readings, he recommended keeping the CDD out of it as it is not a CDD function.

Discussion ensued regarding the severity of the current drought.

NINETEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor, the meeting adjourned at 12:23 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair