

MEDITERRA

**COMMUNITY DEVELOPMENT
DISTRICT**

January 18, 2023

BOARD OF SUPERVISORS

REGULAR

MEETING AGENDA

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Mediterra Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889

January 11, 2023

Board of Supervisors
Mediterra Community Development District

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

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on January 18, 2023 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110. The agenda is as follows:

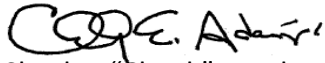
1. Call to Order/Roll Call
2. Public Comments *(3 minutes)*
3. Chairman's Comments
4. Administration of Oath of Office to Newly Elected Supervisors, Mary Wheeler **[SEAT 1]** and Kenneth Tarr **[SEAT 2]** *(the following to be provided in a separate package)*
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B – Memorandum of Voting Conflict
5. Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date
6. Discussion/Update: North Collier Fire Department Regarding Aeration Equipment Incident from Saturday, November 12, 2022
 - A. Preserve Fire Reduction Program

- B. Elide Fire USA - Extinguishing Ball
 - 7. Update: Hurricane Cleanup Assessment
 - 8. Continued Discussion: Nature Trail and Board Walk
 - 9. Discussion/Consideration of M.R.I. Construction, Inc., Proposals
 - A. #358 [OS-OAK2]
 - B. #359 [OS-OAK3]
 - 10. Acceptance of Unaudited Financial Statements as of November 30, 2022
 - 11. Approval of November 16, 2022 Regular Meeting Minutes
 - 12. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Johnson Engineering, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: February 15, 2023 at 9:00 AM
 - QUORUM CHECK
- | | | | |
|------------------|------------------------------------|--------------------------------|-----------------------------|
| Mary Wheeler | <input type="checkbox"/> IN-PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| Kenneth Tarr | <input type="checkbox"/> IN-PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| John Henry | <input type="checkbox"/> IN-PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| Robert Greenberg | <input type="checkbox"/> IN-PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| 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
13. Action/Agenda or Completed Items
14. Old Business
15. Supervisors' Requests
16. Public Comments (*3 minutes*)

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 RESIDENTS TO 'LISTEN IN' TO THE BOARD MEETING
CALL IN NUMBER: 800-274-8461
CONFERENCE ID: MEDITERRA
CONFIRMATION CODE: 83594

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER WILL BE PROVIDED WITHIN 24 HOURS OF MEETING
FEEL FREE TO CONTACT 561-571-0010 FOR CALL-IN NUMBER
CONFIRMATION CODE: 83594
EVENT TITLE: MEDITERRA CDD BOARD OF SUPERVISORS MEETING

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEDITERRA COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Mediterra Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District desires to designate certain Officers of the District.

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

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. Chuck Adams is appointed Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Craig Wrathell is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

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PASSED AND ADOPTED this 18th day of January, 2023.

ATTEST:

**MEDITERRA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

6B



ELIDE FIRE® Extinguishing 4" Ball (Standard Bracket)

SKU: ELB02-1

\$95.00

Pay in 4 interest-free payments of \$23.75. **PayPal** [Learn More](#)

or 4 interest-free payments of \$23.75 with [sezzle](#) ⓘ

Quantity

1

[Add To Cart](#)

PRODUCT INFO

Revolutionary self-activating device designed to extinguish fire

Lightweight shell made from rigid plastic foam with an abrasion-resistant

Extinguishing powder mixture weight 1.1 lbs. (+ or -)

Activation time with flame 3 to 5 seconds

Total Weight 1.5 lbs. (+ or -)

19 sq. ft. coverage (+ or -)

4" diameter

5 Year Warranty

RETURN & REFUND POLICY

SHIPPING INFO



MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

9A



M.R.I Construction Inc.

5570 Zip Dr.
Fort Myers, FL. 33905
239-984-5241 Office
239-236-1234 Fax
mriunderground@gmail.com

CGC -1507963

Date	Proposal #
12/9/2022	358

Customer

MEDITERRA CDD
C/O Wrathell, Hunt & Associates LLC
9220 BONITA BEACH RD. STE 214
BONITA SPRINGS, FL. 34135

Scope of Work

OS-OAK2

Proposal

Description	Cost
This Proposal is for the total cost to install a new 48 X 24 band/sleeve to repair the separation in the pipe near structure OS-OAK2. This price includes labor, materials, excavator and other equipment need to complete this job	7,840.00

Any work completed outside the scope of this proposal will result in additional charges. M.R.I Construction, Inc. cannot be held responsible for unforeseen situations or acts of Mother Nature.

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 Cost: \$7,840.00

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. Our workers are fully covered by Workman's Compensation insurance. We will not be responsible for any unforeseen incidents when we dewater any System due to unforeseen Things. Also if we incur in cap rock or heavy digging that could not be seen prior to excavating. This proposal does not include replacing any landscaping (grass, trees, shrubs, etc.) unless otherwise noted. All jobsites will be left clean.

Authorized Signature Mike Radford President

Acceptance 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. I will agree to pay a 10% late fee of the invoice amount if payment is not made within 30 days of invoice date. This proposal may be withdrawn if not accepted within 30 days.

Signature _____
 Printed Name _____
 Date of Acceptance _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

9B



M.R.I Construction Inc.

5570 Zip Dr.
Fort Myers, FL. 33905
239-984-5241 Office
239-236-1234 Fax
mriunderground@gmail.com

CGC -1507963

Date	Proposal #
12/9/2022	359

Customer

MEDITERRA CDD
C/O Wrathell, Hunt & Associates LLC
9220 BONITA BEACH RD. STE 214
BONITA SPRINGS, FL. 34135

Proposal

Scope of Work

OS-OAK3

Description	Cost
This Proposal is for the total cost to install a new 42 X 24 band/sleeve to repair the separation in the pipe near structure OS-OAK3. This price includes labor, materials, excavator and other equipment need to complete this job	6,210.00

Any work completed outside the scope of this proposal will result in additional charges. M.R.I Construction, Inc. cannot be held responsible for unforeseen situations or acts of Mother Nature.

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 Cost: \$6,210.00

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. Our workers are fully covered by Workman's Compensation insurance. We will not be responsible for any unforeseen incidents when we dewater any System due to unforeseen Things. Also if we incur in cap rock or heavy digging that could not be seen prior to excavating. This proposal does not include replacing any landscaping (grass, trees, shrubs, etc.) unless otherwise noted. All jobsites will be left clean.

Authorized Signature Mike Radford President

Acceptance 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. I will agree to pay a 10% late fee of the invoice amount if payment is not made within 30 days of invoice date. This proposal may be withdrawn if not accepted within 30 days.

Signature _____
 Printed Name _____
 Date of Acceptance _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2022**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2022**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Operating	\$1,639,123	\$ -	\$ -	\$ 1,639,123
Investments				
BB&T - CDARS	1,497	-	-	1,497
Series 2013				
Revenue	-	135,736	-	135,736
Reserve	-	75,000	-	75,000
Series 2017 Note				
Reserve*	10,000	-	-	10,000
Series 2022				
Principal	-	-	3	3
Interest	-	-	486	486
Prepayment	-	-	881	881
Revenue	-	-	107,715	107,715
<i>Mediterra South</i>				
Debt service - series 2013	620	-	-	620
Debt service - series 2022	930	-	-	930
Due from general fund	-	218,403	406,740	625,143
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 1,654,516</u>	<u>\$ 429,139</u>	<u>\$ 515,825</u>	<u>\$ 2,599,480</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	\$ 500	\$ -	\$ -	\$ 500
<i>Mediterra South</i>				
General	-	620	930	1,550
<i>Mediterra South</i>				
Due to debt service - series 2013	218,403	-	-	218,403
Due to debt service - series 2022	406,740	-	-	406,740
Total liabilities	<u>625,643</u>	<u>620</u>	<u>930</u>	<u>627,193</u>
Fund Balances				
Restricted for:				
Debt service	-	428,519	514,895	943,414
3 months working capital	236,254	-	-	236,254
Unassigned	792,619	-	-	792,619
Total fund balances	<u>1,028,873</u>	<u>428,519</u>	<u>514,895</u>	<u>1,972,287</u>
Total liabilities and fund balances	<u>\$ 1,654,516</u>	<u>\$ 429,139</u>	<u>\$ 515,825</u>	<u>\$ 2,599,480</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 NOVEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 609,842	\$ 621,056	\$ 1,107,013	56%
Interest and miscellaneous	5	9	-	N/A
Total revenues	<u>609,847</u>	<u>621,065</u>	<u>1,107,013</u>	56%
EXPENDITURES				
Administrative				
Supervisors	1,076	2,153	9,900	22%
Management	4,164	8,329	49,973	17%
Accounting	1,392	2,783	16,700	17%
Audit	-	-	10,000	0%
Legal	-	-	10,000	0%
Field management	1,275	2,550	15,300	17%
Engineering	1,912	1,912	50,000	4%
Engineering-nature trail	1,284	1,284	169,480	1%
Trustee	-	-	10,000	0%
Dissemination agent	333	667	4,000	17%
Arbitrage rebate calculation	-	-	1,500	0%
Assessment roll preparation	417	833	5,000	17%
Postage	269	278	1,000	28%
Insurance	-	11,900	12,400	96%
Legal advertising	88	177	4,000	4%
Contingencies	-	-	2,500	0%
Annual district filing fee	-	175	175	100%
Website	-	-	705	0%
ADA website compliance	210	210	210	100%
Total administrative	<u>12,420</u>	<u>33,251</u>	<u>372,843</u>	9%
Water management				
Contractual services	18,409	18,409	240,000	8%
Aquascaping/cutbacks/pipe cleanout	4,089	4,089	100,000	4%
Conservation area fire mitigation clean up	-	-	80,000	0%
Lake bank erosion repairs	360	360	75,000	0%
Electricity	5,223	5,223	33,000	16%
Future aeration replacement	-	-	15,000	0%
Total water management	<u>28,081</u>	<u>28,081</u>	<u>543,000</u>	5%
Other fees & charges				
Property appraiser & tax collector	12,751	12,975	29,173	44%
Total other fees & charges	<u>12,751</u>	<u>12,975</u>	<u>29,173</u>	44%
Total expenditures	<u>53,252</u>	<u>74,307</u>	<u>945,016</u>	8%
Excess/(deficiency) of revenues over/(under) expenditures	556,595	546,758	161,997	
Fund balances - beginning	472,278	482,115	436,428	
Fund balance - ending (projected)				
Assigned				
3 months working capital	236,254	236,254	236,254	
Future fire mitigation clean-up	80,000	80,000	80,000	
Unassigned	792,619	792,619	282,172	
Fund balances - ending	<u>\$ 1,108,873</u>	<u>\$ 1,108,873</u>	<u>\$ 598,426</u>	

*Florida Community Bank is holding a \$10k debt service reserve amount

**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 NOVEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 218,258	\$ 222,860	\$ 315,756	71%
Interest	595	1,042	-	N/A
Total revenues	<u>218,853</u>	<u>223,902</u>	<u>315,756</u>	71%
EXPENDITURES				
Debt service				
Principal	-	-	170,000	0%
Interest	66,219	66,219	132,438	50%
Total debt service	<u>66,219</u>	<u>66,219</u>	<u>302,438</u>	22%
Other fees & charges				
Property appraiser & tax collector	4,985	5,077	11,512	44%
Total other fees & charges	<u>4,985</u>	<u>5,077</u>	<u>11,512</u>	44%
Total expenditures	<u>71,204</u>	<u>71,296</u>	<u>313,950</u>	23%
Excess/(deficiency) of revenues over/(under) expenditures	147,649	152,606	1,806	
Fund balances - beginning	280,870	275,913	268,603	
Fund balances - ending	<u>\$ 428,519</u>	<u>\$ 428,519</u>	<u>\$ 270,409</u>	

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND 222 - SERIES 2022 (REFUNDED SERIES 2012)
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 406,774	\$ 413,597	\$ 827,957	50%
Interest	554	1,021	-	N/A
Total revenues	<u>407,328</u>	<u>414,618</u>	<u>827,957</u>	50%
EXPENDITURES				
Debt service				
Principal	-	-	679,000	0%
Interest	69,482	69,482	138,964	50%
Cost of issuance	-	105,795	-	N/A
Total debt service	<u>69,482</u>	<u>175,277</u>	<u>817,964</u>	21%
Other fees & charges				
Tax collector	7,651	7,787	17,150	45%
Total other fees & charges	<u>7,651</u>	<u>7,787</u>	<u>17,150</u>	45%
Total expenditures	<u>77,133</u>	<u>183,064</u>	<u>835,114</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	330,195	231,554	(7,157)	
Fund balances - beginning	184,700	283,341	671,058	
Fund balances - ending	<u>\$ 514,895</u>	<u>\$ 514,895</u>	<u>\$ 663,901</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 November 16, 2022 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
Ken Tarr	Vice Chair
Mary Wheeler (via telephone)	Assistant Secretary
John Henry	Assistant Secretary
Vicki Gartland	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Andy Tilton	District Engineer
Bill Bowden	MCA General Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:03 a.m. Supervisors Greenberg, Tarr, Henry and Gartland were present. Supervisor Wheeler was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes)

This item was presented following the Third Order of Business.

THIRD ORDER OF BUSINESS

Chairman's Comments

Mr. Greenberg made the following comments:

➤ Regarding the Nature Trail, he expressed utter disappointment with the estimates and hoped a way to do something can be figured out but he does not know if it is feasible or practical. His personal disappointment is profound.

41 ➤ Ms. Gartland reminded him that preparation of the Board letter to constituents should
42 commence so he asked each Board Member to email the statements they would like included;
43 the more detail given the better. Ms. Gartland volunteered to assist. The goal is to send the
44 letter in January instead of March.

45 ➤ There was a gas leak at the London Bay construction site on the east side. Mr. Bowden
46 can speak to it as it is not really the CDD's business. What was discovered was profoundly
47 frightening. Apparently, there is a gas line in the construction that is prohibited by code.

48 ▪ **Public Comments (3 minutes)**

49 **This item, previously the Second Order of Business, was presented out of order.**

50 Mr. Bill Bowden, MCA General Manager, stated until he can get a thorough report, it has
51 been alleged that the back of the house probably did what the email said. A gas line was cut on
52 the east side of the community adjacent to Stella Court on a London Bay job site by an
53 excavator. Emergency Services responded, a team from the Federal Emergency Management
54 Agency (FEMA) arrived at 8:30 a.m., yesterday and shut the gas off. Security responded and
55 cleared the area and made sure that nobody went in or was doing anything dangerous outside.
56 He believed the line was repaired yesterday and things returned to normal. After following up,
57 he would advise the Board.

58 Mr. Tarr stated the situation did not surprise him. He discovered that his gas line is
59 supposed to be in the 10' easement but it went straight across his property; therefore, it is not
60 in the easement and it is not in the correct location.

61 Mr. Greenberg stated this should be researched further but it is not a CDD matter.

62 Mr. Bowden noted an area of Palmetto with a pump or a motor on Lake 56, between
63 the Corso and the Golf Course in the preserves, that caught fire Saturday night. Community
64 Patrol noticed it and called EMS who put it out. He discussed his concerns about overgrowth
65 and noted Community Patrol saw another box smoking in October near Calusa Park and put it
66 out with a fire extinguisher. Mrs. Adams stated that was Lake 30. Mr. Bowden stated it seems
67 to be a trend rather than an anomaly and expressed his concern about how many boxes are
68 overgrown by brush or dead tree branches. He suggested going through all these sites and
69 clearing the combustible within a 6' to 10' range and then maintaining and monitoring them.

70 A Board Member asked if the motors are encased yet still caught fire in the box. Mr.
71 Bowden replied affirmatively. A Board Member found it odd that something encased caught
72 fire.

73 Discussion ensued regarding the locations of the boxes on the south side of Corso
74 Mediterra Circle by Milan Lane and at Calusa Park and the boxes for Lakes 30 and 56, boxes in
75 one location potentially serving two or three different lakes, utility and control boxes and which
76 box was smoking and put out with a fire extinguisher and which had the fire.

77 Mr. Greenberg suggested routine inspections of the boxes. Mrs. Adams stated
78 SOLitude's contract includes full maintenance on the boxes twice a year, in the spring and
79 winter. Mr. Greenberg felt that trimming brush within 6' or 7' of the boxes should be added to
80 SOLitude's obligation and that should solve the problem. Mrs. Adams agreed.

81 Mr. Henry asked if a malfunction caused the overheating. Mr. Greenberg replied
82 affirmatively. Mrs. Adams stated that is not known yet; as soon as she receives the information
83 she will share it. Mr. Adams stated the compressors run pretty hot and run 24/7 so if there is
84 something combustible it can ignite in a hurry. Mrs. Adams noted there can be power surges,
85 lightning strikes, etc., as well.

86 Mr. Greenberg wants the fire authorities to advise of what is a sufficient fire break
87 around each box. In his opinion, SOLitude should be tasked with ensuring it is done. If it is an
88 addition to the contract, it should be done readily. Mr. Adams stated a photograph should be
89 taken when SOLitude completes it so the CDD has documentation. Mrs. Adams agreed.

90 Mr. Henry asked if there are breakers on them. Mr. Adam replied affirmatively; they are
91 ground fault interrupter (GFI) systems. Mr. Greenberg voiced is opinion that the GFI will not
92 kick in until it is too late. Ms. Gartland stated it will cut the power.

93 Mr. Tarr discussed a 1/4" aluminum cabinet with a 4' fire ball. Mrs. Adams did more
94 research after she received the information; she thinks it is a good idea but would like more
95 time to research. With the 4" fire balls the cost for 187 combination cabinets/compressors,
96 would be \$18,000. Mr. Tarr stated that cost is without installation.

97 Discussion ensued regarding the fire-deterrent/control system suggested by Mr. Tarr for
98 the electronics cabinets, including what the system is comprised of, how it operates,
99 experience/success of this type of system and how the system is activated, such as is it by heat,
100 smoke or flame.

101 Mr. Greenberg voiced his opinion that this is something worthwhile and asked Staff to
102 make a formal presentation. There will be an inspection and cutting back once they determine
103 the appropriate fire break, and will be added to the contract and having a fire suppression

104 system for each of the cabinets will be researched. This will be on the January agenda. But the
105 fire break can be implemented immediately.

106 Mr. Tarr asked Mrs. Adams if there is an audit that suggests the boxes need this. Mrs.
107 Adams replied no; information is received from SOLitude in their reports and SOLitude photo
108 documents each cabinet. Mr. Tarr asked for a copy of the report.

109 Ms. Wheeler stated she knew nothing about these fires until yesterday and voiced her
110 opinion that the Board should be told right away or as soon as Management finds out. She
111 wants Mr. or Mrs. Adams or Mr. Willis to let the Board know so that the Board is not caught off
112 guard.

113 Mr. Greenberg concurred with Ms. Wheeler’s suggestion and noted that, prior to Mr.
114 Tarr’s email he did not know about the issue. He advised Mr. Adams that notifying the Board
115 should be standard operating procedure.

116 Mr. Adams stated he was on the road all day yesterday and just heard about it last night
117 by email and during a conversation with Mrs. Adams. He believed the other fire happened on
118 October 20, 2022 but they were not notified of it.

119 Mrs. Adams stated she did not know that until Mr. Bowden told her. Mr. Bowden stated
120 that it was texted. Mrs. Adams stated that is probably why. Mr. Adams stated that text is not
121 the official mode of notification. Mr. Greenberg stated it is important for security patrols to
122 email operations if they find something. Mr. Bowden was unsure why the person texted but he
123 then emailed and Mr. Bowden followed up. Ms. Wheeler asked about cellular notification if
124 there is a fire, such as an alarm, as two fires within a month is bad.

125 Mr. Greenberg did not want this blown out of proportion and noted that nobody was
126 hurt and there was no property damage but more formalized lines of communication and
127 responsiveness is needed.

128 Mr. Greenberg requested Mr. Bowden to include him in the emails if something like that
129 happens so he can alert the rest of the Board. Ms. Willson stated Board Members must be
130 mindful of the Sunshine Law and not respond back to any communication received from
131 Chairman Greenberg.

132

133 **FOURTH ORDER OF BUSINESS**

**Update: Pesky Varmints, LLC, Cane Toad
Newsletter**

134

135

136 The Pesky Varmints, LLC, Cane Toad Newsletter was included for informational
137 purposes.

138 Mr. Greenberg stated the Toad Program is one of the CDD's most successful endeavors.

139 Ms. Gartland noted that the number of toads is down.

140 Mr. Willis stated the budget last year for this was \$22,000 and it is \$24,600 this year;
141 there is a 5% increase on night visits but day visits are the same. Mr. Adams stated that the
142 expense is under budget so there is room for extra services, if needed.

143 • **Consideration of Estimate #1882 for Cane Toad Control Cost Increase**

144 Mr. Tarr asked if Pesky Varmints, LLC (PV) is paid 45 days after billing. Mr. Adams
145 replied affirmatively. Mr. Greenberg recalled Mr. Tarr's prior inquiries about this and Mr. Tarr
146 expressed his opinion that 45 days to pay is too long, as PV is a very small business. Mr. Willis
147 stated that PV invoices about three days after the visit and it is processed.

148 Discussion ensued regarding PV's invoicing, timing of check runs and the cut off dates
149 for the check runs.

150 Mr. Greenberg would like the vendors to know the check run dates so they can submit
151 invoices to be on the first run rather than the second run. Mr. Adams stated management can
152 attempt to do that. Mr. Greenberg stated he is not necessarily interested in doing it for
153 SOLitude but with others. Mr. Adams stated vendors can be told that it is either the first or the
154 third week. Mrs. Adams stated vendors typically send the invoice as soon as the job is done.
155 Mr. Greenberg questioned how long invoices sit before being paid. Mr. and Mrs. Adams and
156 Mr. Willis concurred that it takes a day or two to process the invoices.

157 Mr. Greenberg pointed out that by law the CDD has 45 days to pay but felt that, as an
158 act of good will, Management should process payments more quickly, especially for small
159 businesses.

160 Regarding letting vendors know when check runs occur, Mr. Adams stated it can be
161 included in the Agreements. Mr. Greenberg directed District Counsel to include that in future
162 contracts.

163 Regarding payment processing, Mr. Adams and Mrs. Adams stated it occurs once a
164 month usually around the utility bills because those are short grace periods. Mr. Henry asked
165 about processing invoices twice a month. Mr. Adams stated he will look but this CDD is set up
166 for once a month. Mr. Henry felt that it would be easier to pay invoices twice a month rather
167 than trying to notify vendors of when check runs occur. Mr. Adams stated this has not been an

168 issue in the 20 years he has managed Mediterra; it has always been once a month. Mr. Henry
169 noted the amount of time spent talking about this.

170 Ms. Willson asked if the Board wants the payment information in the CDD’s agreements.
171 Mr. Adams stated it should be put in with the payment terms.

172 Mr. Greenberg stated let the record reflect it was unanimously adopted.

173

On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, Pesky Varmints, LLC Estimate #1882, for 2023 Cane Toad Control and Cane Toad Tadpole Removal Program, in a not-to-exceed amount of \$19,650, was approved.

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FIFTH ORDER OF BUSINESS

**Discussion/Consideration of Dead Trees
Removal Within Conservation Area**

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Mr. Greenberg stated this is self-explanatory. He reviewed two photos looking from the #1 tee box on 7 north with two dead trees within the preserve. He felt that the area that needs to be cleaned is also within the preserves. Mr. Tilton stated it appears that for all the trees in the preserve the dead ones are easy and can be removed anytime. The cabbage palm is a native so removal could be problematic. He will check the tree on the right side after the meeting to see what kind of tree it is and, if it is native, it will be problematic too. Mr. Greenberg asked if problematic means it can be trimmed as opposed to tagging. Mr. Tilton stated if it is alive and it is native, nothing can be done. Mr. Greenberg stated he has no problem telling The Club that the CDD can remove the two dead trees but cannot move or trim the others. Mr. Tilton stated that the only long-term solution to keep them trimmed is to take that land out of the conservation easement and find mitigation for it and create a flyway that can be maintained.

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Mr. Tarr stated Florida law allows property owners to cut overhanging limbs. Mr. Tilton stated if the limbs overhang The Club’s property, those limbs can be trimmed. Ms. Gartland asked if even overhanging branches from native trees can be trimmed. Mr. Tilton replied affirmatively because overhanging branches are no longer in the conservation easement. Mr. Greenberg was not sure that the limbs overhang The Club’s property. Mr. Tilton stated the issue is they overhang the flyway and that is all Conservation area.

201

202

Mrs. Adams asked Mr. Tilton for the conservation number. Mr. Greenberg stated it is Conservation Area 4B. Mr. Tilton replied 4B just northeast of Lake 39. Mr. Greenberg stated it

203 is off Positano Lane behind the green on 6 North; the shoot from the #1 tee goes through the
204 conservation easement. He asked if Mr. Tilton is sure that the limbs do not overhang The Club's
205 property. Mr. Tilton stated they are trimmable if they do but it is not going to clean up the
206 flyway; it will clean up the course, which, from his perspective, the interest should be to clean
207 the flyway.

208 Mr. Greenberg stated the flyway is the area from the tee box to the fairway. Ms.
209 Gartland asked if, from the #1 tee box, golfers hit through the conservation area. Mr. Tilton
210 stated the rest of the tees are on the other side of the conservation easement and are not a
211 problem.

212 Mr. Greenberg will advise The Club of the consensus that the CDD will remove the two
213 dead trees and that is all that the CDD is able to do.

214 Discussion ensued regarding the cost to cut the two dead trees down and the two
215 behind homeowners' homes in the preserve, SOLitude performing the work, seeking other
216 contractors, such as Cintron Landscaping.

217 Ms. Gartland noted a number of trees in the conservation area that overhang into
218 Calabria towards the building and asked if the Calabria landscaper can cut them or if they must
219 be officially surveyed. Mr. Tilton stated if the line is known it is not necessary but it depends on
220 how confident the community association is of knowing the location of its property line. Mr.
221 Greenberg noted if they cut too much they will get a citation.

222 Discussion ensued regarding the extent of overhang and if the CDD has cut these or if
223 the property owners should do it. Mr. Adams felt that the property owners should do it but
224 with a lot of caution; sometimes it is worth paying for a survey. Mr. Tarr felt that property
225 owners cutting them and throwing the debris is a problem. Mrs. Adams stated that is not
226 allowed. Mr. Greenberg noted because that will bring the inspectors in.

227

228 **SIXTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
229 **Statements As of September 30, 2022**

230
231 Mr. Tarr referred to the Balance Sheet for the governmental funds showing assessments
232 receivables of almost \$13,000 and asked why there is a receivable amount if all assessments
233 were paid. Mr. Adams stated it appears there was a late payment that has not been deposited
234 yet; he will find out. Mr. Greenberg asked if the total asset amount ties into the revenue

235 amount and asked what the \$1,083,959 ties into. Mr. Henry stated it ties into the fund balance
236 at the bottom.

237 Mr. Tarr asked if the future aeration replacement fund charge is really for replacement
238 and repairs. Mrs. Adams replied affirmatively; it is for replacement or repairs. Ms. Gartland
239 asked if "future" will be removed and asked why does it say future. Mr. Greenberg stated since
240 there are no sinking funds it should be the current balance. Mr. Tarr felt that the issue is how
241 much is set aside over the years for the replacement but it goes into surplus. Mr. Greenberg
242 stated it goes into surplus because the CDD does not do reserves the same way as the HOA.

243 Mr. Greenberg asked if the install costs on the chart reflect the original installation
244 including product and labor. Mrs. Adams replied affirmatively. Mr. Greenberg asked for the cost
245 per cabinet. Mrs. Adams stated the compressor is the one that is \$1,000. Mr. Greenberg
246 referred to Lake #12b with one cabinet with a \$14,000 total cost to install and asked what the
247 \$1,000 is. Mr. Greenberg stated there are \$2,000 amounts in the last two columns and is trying
248 to understand what the amounts are for and how it relates. Mrs. Adams stated for Lake 12 the
249 total installation for everything was \$14,860, including one cabinet; replacement cost of the
250 cabinet is \$1,000. Mr. Greenberg asked if that includes the components inside the cabinet or
251 just the case. Mrs. Adams stated it is the whole thing; the cabinet and the compressor are two
252 different things so the focus is on just the cabinets. Mr. Adams stated the total installation cost
253 is essentially irrelevant because it does not include running the electrical line the first time,
254 which will not occur again. When you look to the right the calculation is the number of cabinets
255 times the cost per cabinet, which is the whole assembly, with the aerator. It is a disconnect of a
256 couple of things; a new box is \$1,000. Mr. Tarr asked if the cost to replace one box is \$1,000.
257 Mrs. Adams replied affirmatively; it is the cost to replace one cabinet. Mr. Adams stated that
258 was the cost back in 2017 but it has changed to date. Mrs. Adams stated as repairs were made,
259 she used those numbers to update if it was a compressor or cabinet; the compressor is not
260 visible on this spreadsheet because the spreadsheet does not fit the paper.

261 Mr. Tarr did not understand how a 10-year lifespan was projected but some units are
262 quickly going over 10 years and the other schedule shows the diffusers with a six-year lifespan.
263 Mr. Greenberg felt that the way to handle it in the budget process is for Staff to look at the
264 capital items at the end of their useful life and insert a budget amount. Mrs. Adams stated that
265 is how it is currently being implemented. Mr. Adams stated just add in an escalator.

266 Discussion ensued regarding the replacement amounts related to the fires. Regarding
267 budgeting, Mr. Adams stated in some years the budget is larger than what is expended and the
268 hope is that the expenses even out over time; this is just an average.

269 Mrs. Adams stated that when all the installs were completed in 2017, she and Mr. Nott
270 created a spread sheet for a 10 year forecast and every year they take the number from the
271 dates and move them up and determine the needs for the upcoming fiscal year budget and
272 insert that amount; however, there will always be unbudgeted expenses.

273 Mr. Greenberg asked for an example over the last five years of what was budgeted,
274 what the actuals were and the variance. Mr. Henry asked if, based on what is being described
275 and using that methodology, that means the budget will be very high in 2027. Mrs. Adams
276 stated that is a possibility. Mr. Greenberg stated which is why it is necessary to build up
277 unassigned fund balance. Mr. Henry asked if there is anything prohibiting having a reserve,
278 such as taking the useful life and expensing each year an amount that goes into the reserve
279 based on useful life. Mrs. Adams stated that is the unassigned fund balance; the CDD does not
280 have reserves. Mr. Henry acknowledged that it goes into the unassigned and asked if that is
281 done specifically. Mrs. Adams stated expenses will be less than budget in some years. Mr.
282 Henry stated his point is that it goes into the "unallocated" each year so that when it is actually
283 expensed, it can be taken out of the unallocated. Mrs. Adams stated that is already how it is
284 done.

285 Mr. Greenberg asked where the variance has been. Mr. Tarr voiced his opinion that the
286 variance will be large because expenses will be high in 2027. Mr. Adams stated, theoretically,
287 the CDD will face replacing them in 2027, which will likely be \$400,000.

288 Discussion ensued regarding cabinet, box and components terminology.

289 Mrs. Adams stated that a cabinet is a cabinet and the compressor is a compressor, they
290 are different. Mr. Adams suggested calling it a full aerator assembly. Mrs. Adams preferred to
291 call it a cabinet and noted that she is the one that deals with the aerators. She noted that
292 boxes were upgraded in 2017 but some were not.

293 Mr. Tarr asked what is being updated on this statement for inflation. Mrs. Adams stated
294 she inserts the numbers she receives from the contractor. Mr. Tarr asked if it is now \$1,000 to
295 replace them or if the amount changed. Mrs. Adams stated this is for the last update to the
296 2023 budget. Mr. Adams noted that it does not have the CPI added. Mr. Greenberg stated the
297 compressor is \$1,000. Mrs. Adams stated when she did this it was \$1,000. Mrs. Adams stated

298 she updates this spread sheet every year during budget season so she can provide the numbers
299 for the upcoming budget. Mr. Greenberg asked if the cost for the two boxes that burned is
300 \$2,000. Mrs. Adams stated she does not know; as she had not yet received the work orders to
301 have them replaced. Mr. Greenberg asked if inflation is 10% and if it is reasonable to believe it
302 is only going to be about \$1,100. Mrs. Adams replied maybe.

303 Ms. Gartland asked if what they are discussing is a box, which is the cabinet that has
304 components inside. Mrs. Adams stated the panel has the electrical and there are compressors.
305 Ms. Gartland asked if this explains the cost of replacing just the cabinet, which is like a shelf.
306 Mrs. Adams replied affirmatively. Mr. Greenberg surmised that it is the cost for everything but
307 the compressors. Ms. Gartland recalled discussion about "future" and asked if it will no longer
308 be called future and will just be aeration replacement. Mrs. Adams stated everything in that
309 line item, including any type of repairs, is in that line item. Ms. Gartland asked for the best
310 guess with regard to the number of old cabinets and units including the whole thing and the
311 compressor.

312 Mr. Tarr asked for the Fiscal Year 2023 amount. Mrs. Adams stated "future" should be
313 removed. Mr. Greenberg stated it will be titled "Aeration systems repair and replacements".
314 Mr. Tarr noted that the Board did not have this for the Fiscal Year 2023 budget and suggested
315 providing it going forward. He asked for the amount for 2023. Ms. Gartland asked if "10-year
316 life" also includes the compressor. Mrs. Adams replied no, the average lifespan for the
317 compressors is six years, as well as the diffusers. Mr. Adams stated the amount is \$15,000 for
318 Fiscal Year 2023.

319 Mr. Greenberg asked Mrs. Adams to email the aeration system budget amounts versus
320 actuals for the last five years to the Board. Mr. Henry felt that this is not that big of an expense
321 item and surmised that, if the cabinets are stainless steel and do not have to be replaced, it is
322 really the interior that has to be replaced, which costs about \$1,000. Mr. Greenberg pointed
323 out that this extensive discussion is about 1% of the total budget. Mrs. Adams stated the
324 cabinets age to the elements and this is prior to 2017; the new cabinets will last a lot longer.
325 Mr. Greenberg asked how many are new and how many are old. Mr. Henry estimated that, if
326 all went out at the same time, not including the cabinets, the expense would be approximately
327 \$60,000. Mrs. Adams stated, in 2017, the new installs were over \$450,000; day-to-day it is
328 always something with the compressors or diffusers.

329 Mr. Tarr asked how the Special assessment on-roll revenues amount on Page 3 can be
330 less than the budget. Mr. Greenberg asked why it is only 97. Mr. Tarr believed that the only
331 way this can happen is if somebody defaults and does not make a payment. Mr. Adams stated
332 tax bills must be paid in full so it just does not make sense; he will research it.

333 Mr. Tarr suggested not accepting the unaudited financials. Mr. Adams stated Board
334 “acceptance” is not really necessary.

335 Mr. Tarr referred to Page 2 where revenues are above 100% and asked why it doesn’t
336 say 101%. Mr. Greenberg stated it could be rounded. Mr. Adams stated it is rounded. Mr. Tarr
337 asked if it rounds down. Mr. Adams stated less than a .5 rounds down and over .5 rounds up.
338 Mr. Tarr disagreed with Mr. Adams’ explanation as he calculated 1.3%. Mr. Greenberg noted
339 that the CDD had a clean audit.

340 Regarding the aerator repair and replacement amount, Mr. Adams stated that, since the
341 Fiscal Year 2019 budget, when this started, \$85,740 has been budgeted. The total spent has
342 been \$57,052 so this has worked in the positive.

343 Ms. Gartland asked why legal advertising was so high. Mr. Adams stated it was due to
344 the refunding that necessitated additional advertising.

345 Mr. Greenberg reminded the Board that the CDD has clean audits every year and that,
346 which some questions are helpful, nit picking is not.

347

348 **SEVENTH ORDER OF BUSINESS**

Approval of October 19, 2022 Regular Meeting Minutes

349

350

351 Mr. Greenberg hoped everyone sent their comments, questions and corrections to Mrs.
352 Adams in advance but, if not, it is appropriate to raise them now.

353 Ms. Gartland noted a statement in the draft minutes about probably not refinancing the
354 2013 bonds was removed because of the way it was written and voiced her opinion that it
355 should be inserted back into the minutes, as she believes it is an important point.

356 The following change was made:

357 Line 47: Insert “Given the sharp rise in interest rates, we should not refinance the 2013 bonds.”

358 Mr. Adams will incorporate some other edits, none of which are material to the content.

359

360 On MOTION by Mr. Tarr and seconded by Ms. Gartland, with all in favor, the
361 October 19, 2022 Public Hearing and Regular Meeting Minutes, as amended,
362 were approved.

363
364

EIGHTH ORDER OF BUSINESS**Staff Reports**

365

A. District Counsel: *Kutak Rock LLP*

368 There was no report.

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

370 Mr. Tilton stated a map of the Nature Trail was distributed and reported the following:

371 ➤ As the costs came in quite high, the Board might want to reconsider and consider a long-
372 term plan to build it in phases, scrap the project it or give more guidance on how many months
373 of the year the Board wants it operational.

374 ➤ Regarding the draft map, the solid portion of the line is where the mulch is currently
375 proposed and the hollow is where the boardwalk will be proposed.

376 Mr. Henry asked about less expensive alternatives to a wooden boardwalk. Mr. Tilton
377 stated that might be an option for some areas; he can research it and give it some
378 consideration. Regarding permitting, the CDD would have literally build a plastic, steel or
379 aluminum wall on each side and fill the interior and there would be no more mitigation than if a
380 boardwalk is built or a multi-trail. Even if it does not make sense, all the mitigation is exactly
381 the same. Other options can be researched, but, since there will be hand rails that is not an
382 issue.

383 Mr. Greenberg asked about eliminating the boardwalk except where it is impossible to
384 do so. Mr. Tilton stated he has not totally looked at the water levels yet but it can be
385 researched; it depends on dry and wet areas.

386 Mr. Greenberg noted that 80% of the community is away from mid to late-May to mid
387 to late-August. He prefers to complete this project with a cost that is palatable and would not
388 oppose closing the trail for the wet months. He felt that building it in a cost-effective manner
389 and using the other variables that the CDD can control, such as a sea wall and closing in certain
390 months is what should drive this budget, if the Board wants to get it done. The other option is
391 to scrap the project. Per Mr. Tilton, the CDD can get a five-year permit and extend it. Another
392 option is to have all the plans done and let a future Board grapple with it but that is not his first

393 choice. Mr. Greenberg stressed his commitment to this project and noted his shock at the cost.
394 He asked Mr. Tilton to research other options.

395 Mr. Tarr asked about building a trail from the play park to the gazebo and seeing how
396 many people use it. Mr. Tilton stated that is an option that came up earlier. Ms. Gartland
397 stated she asked Mr. Tilton if it is possible to do the first section and he said it would probably
398 necessitate extending the permit and, while not necessarily saying it will be constructed in
399 phases the permit can be extended so exploration work can proceed if the Board wants to
400 continue.

401 Mr. Greenberg asked if all the mitigation must be paid at once. Mr. Tilton believed so, if
402 the whole thing is approved and it is not stated that it will be in phases; however, if the CDD
403 says it will be done in phases, the mitigation might be able to be split. Ms. Gartland asked if
404 the CDD will have to pay more if it phases the project. Mr. Tilton replied no.

405 Mr. Greenberg thought that the CDD might have to discuss the plan and phasing the
406 project with the Water District at the onset because, if the Water District says the CDD must
407 pay the entire mitigation now, that is a different conversation.

408 Mr. Tarr asked if this permit can be rolled over under emergency declaration. Mr.
409 Tilton stated that is the primary way the CDD would extend it, just like for Pond 17. Mr. Tarr
410 noted another Emergency Declaration because of the hurricane. Mr. Tilton stated overlap is no
411 longer allowed and, while there was one from Hurricane Ian, they were so close together so
412 there might be some overlap; he must find out how much the CDD can get from each one.
413 They used to allow overlap but now they do not; however, he will ask for an extension.

414 Mr. Henry asked if the mitigation cost can be negotiated. Mr. Tilton stated the
415 mitigation is based on going to mitigation and that is the going rate of the month; there is not a
416 lot to negotiate. The assumption is impacting 12' wide due to construction issues and things so
417 even though the path is 8'; 8' will be asked for in the application. They might tell the CDD that
418 it will disturb some areas outside that and the \$750,000 round number assumes 12' wide but, if
419 they agree to 8', it will take off \$250,000; that is probably the only negotiation possible.

420 Mr. Greenberg thought that Ms. Gartland has possibly the best idea to salvage this
421 project, which is to look at the savings. He suggested pricing it just to the first circular walk out
422 to the "T". Mr. Tilton stated that the circular part was a gazebo and the "T" is like walking in a
423 viewing area but there is no cover. Mr. Greenberg was unsure about having a gazebo. Mr.

424 Tilton stated none of it is required; just benches and other things can be put in; it will not affect
425 the permit.

426 Mr. Henry expressed concern about adverse reaction from property owners if the CDD
427 funds this project as he does not think the average property owner thinks of the CDD providing
428 recreational things; in his opinion, they think raising taxes is the worst thing. He thought the
429 reaction would be different if this were the MCA or The Club, as property owners look to them
430 for these recreational things. He felt that the \$5 million cost is a big burden on the tax payers.

431 Mr. Tarr stated that is why he suggested doing parts and seeing how the community
432 reacts. Mr. Henry voiced his opinion that it is “almost wrong” to push this. Mr. Greenberg felt
433 that the project is a benefit.

434 Mr. Tarr asked for an estimate of the cost for the very short first phase, which he
435 thought might be close to \$500,000, without mitigation fees. Mr. Tilton discussed a few
436 options. Mr. Tarr felt that the best test is building it and seeing how residents respond. Ms.
437 Gartland stated if residents really like it, she will not feel so bad about the CDD incurring the
438 cost.

439 Mr. Henry asked about the probable cost of an abbreviated trail. Mr. Greenberg wants
440 to know the cost to construct a trail to the gazebo and to the “T”. Mr. Tilton stated he will
441 provide the costs for both of those. Mr. Henry asked if it will likely cost around \$1 million. Mr.
442 Tilton stated if it goes to the “T” it is probably at that price range and probably \$300,000 or
443 \$400,00 to the gazebo.

444 Mr. Henry expressed his concerns about increasing assessments at the same time. The
445 Club is raising fees and the MCA, from what he heard, is passing an astronomical increase.

446 The Board agreed with Mr. Greenberg’s suggestion to task Mr. Tilton with eliminating
447 one of the entrances and pricing the boardwalk plan to the “T” and to the gazebo, shortening
448 the area and removing the “L” on the left. Mr. Greenberg reassured Mr. Henry that he is
449 mindful of the cost issue with all the other increases and inflation but he is driven by the belief
450 that this will add tremendous value to Mediterra.

451 Mr. Tarr felt that younger residents will value it and noted that young working families
452 are moving in.

453 Mr. Tilton will obtain pricing for the two options with the same format. He will try to
454 get an answer about phasing the mitigation costs if the project is phased. The mitigation costs
455 will be obtained and sent to Mr. Adams to distribute. Mr. Greenberg felt that the way to budget

456 would be building to a specified location, with mitigation, and then another budget with
457 mitigation to the rest.

458 Discussion ensued regarding the condition of the various areas and whether a gazebo is
459 necessary.

460 Mr. Tilton was directed to invite a Biologist to the next meeting.

461 Mr. Willis read a proclamation issued to Mr. Tilton from the State of Florida Department
462 of Professional Regulations recognizing his outstanding achievements and successful projects
463 throughout 40 years of service as a Professional Engineer in the State of Florida. Mr. Willis will
464 email it for inclusion in the newsletter.

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

- 466 • **NEXT MEETING DATE: December 7, 2022 at 9:00 A.M.**

- 467 ○ **QUORUM CHECK**

468 The December 7, 2022 meeting was cancelled. The next meeting is scheduled for
469 January 18, 2023.

470 Mr. Tarr asked Mr. Tilton for the status of the Imperial Basin Study for which Collier
471 County hired his firm. Mr. Tilton stated it is in progress but he does not have any details; he
472 will send the publicly available information to the Board.

473 Mr. Tarr asked if anything further was heard from the County about maintenance of the
474 Imperial ditch. Mrs. Adams and Mr. Tilton replied no.

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

- 476 • **Key Activity Dates**

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

478 Mrs. Adams stated that MRI will perform the lake bank repairs on Lake 6 on December
479 15, 2022. Mr. Tilton is following up on this to make sure work can proceed and the project can
480 be completed. Mr. Tilton stated he is researching with the County if the vertical wall was
481 permitted; if not, he must submit for a Limited Development Order (LDO).

482 Mr. Adams stated that the Qualified Public Depositor Annual Report to the CFO was
483 filed and the Annual District filing fee was paid.

484 Mr. Tarr stated that landscapers will not violate the control levels to remove dead
485 leaves and asked if SOLitude does this. Mrs. Adams stated SOLitude's responsibility is from the
486 lake bank into the lake. Mr. Tarr will email Mrs. Adams to have them remove it.

487 Mr. Greenberg directed Mrs. Adams to ask London Bay to remove construction debris at
488 Lakes 71 and 72, on the side of control structures 258 and 257.

489 Mr. Tarr voiced his concerns about the irrigation water and RCS wells causing stains.
490 Mr. Tilton discussed the cause.

491 • **Stormwater Ponds and Approximate Locations**

492 Mr. Tarr asked if Mr. Bowden sent the updated drainage map so the GIS map can be
493 updated. Mr. Bowden stated he sent it.

494

495 **NINTH ORDER OF BUSINESS**

Action/Agenda or Completed Items

496

497 This item was presented following the Tenth Order of Business.

498

499 **TENTH ORDER OF BUSINESS**

Old Business

500

501 There was no Old Business.

502

503 **ELEVENTH ORDER OF BUSINESS**

Supervisors' Requests

504

505 Ms. Gartland stated she saw an alligator in Lake 63 and heard reports of alligators in
506 Lakes 11 and 4. Mrs. Adams stated that residents should report alligators immediately to the
507 gator hotline. Mr. Greenberg stated alligators on the golf course are the golf course's problem.
508 Mr. Willis will provide the Florida Fish and Wildlife Conservation Commission (FWC) phone
509 number. Mr. Greenberg stated the MCA and The Club should remind users to notify the Pro
510 Shop; he will include the information in the annual letter.

511 Ms. Willson stated she will provide language about the stormwater ponds for the
512 newsletter. It is up to FWC to determine when alligators should be removed. Ms. Wheeler
513 asked if that relieves the CDD from liability. Ms. Willson stated the CDD is never fully relieved of
514 liability but it mitigates liability. Mr. Henry asked if the CDD warned against driving by the lake
515 banks. Ms. Willson stated these are operated as storm water ponds and there potential for
516 dangerous wildlife, so caution utilizing them as a recreational facility is urged. The FWC should
517 be advised of alligators or other potentially dangerous wildlife. Mr. Tarr noted the same for the
518 walking trail. Mr. Greenberg stated there is an assumption of liability, which the sign states.

519 Ms. Gartland noticed a lot of palm fronds down due of Hurricane Ian and asked about
520 removal. She recalled the original plan to spread it out every three years and asked if work

521 should start sooner. Mr. Greenberg asked for an assessment of the conditions and for this to
522 be on the next agenda.

523 **▪ Action/Agenda or Completed Items**

524 **This item, previously the Ninth Order of Business, was presented out of order.**

525 Mr. Tarr referred to Action 7 and 11 that are still pending. Mr. Adams will provide an
526 update on Item 7 at the next meeting and email Mr. Tarr about Item 15.

527 Items 13, 15, 16, 17, 18, 20, 21 and 22 were completed.

528 Regarding Item 17, Ms. Willson provided the following statement:

529 “Ms. Willson has reviewed the golf cart path easement which states District shall not do
530 anything that unreasonably interferes with the lawful reasonable use of the golf cart path for its
531 intended purposes but this provision shall not impair District’s right and ability to otherwise use
532 the easement area in accordance with the Grantor’s legal authority. Therefore, to the extent
533 construction of the trail facilities interferes with the use of the golf cart path, construction
534 should be coordinated with The Club in advance.”

535 Mr. Tarr asked if incumbent Supervisors should be sworn in. Mr. Adams stated the
536 certification periods ends next Tuesday so the Oath of Office will be administered at the next
537 meeting or, in the interim, those Supervisors can have a Notary swear them in.

538

539 **TWELFTH ORDER OF BUSINESS**

Public Comments (3 minutes)

540

541 There were no public comments.

542

543 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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546 **On MOTION by Ms. Gartland and seconded by Mr. Henry, with all in favor, the**
547 **meeting adjourned at 10:56 a.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

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C

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

*Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle,
Naples, Florida 34110*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 19, 2022	Regular Meeting	9:00 AM
November 16, 2022	Regular Meeting	9:00 AM
December 7, 2022* CANCELED	Regular Meeting	9:00 AM
January 18, 2023	Regular Meeting	9:00 AM
February 15, 2023	Regular Meeting	9:00 AM
March 15, 2023	Regular Meeting	9:00 AM
April 19, 2023	Regular Meeting	9:00 AM
May 17, 2023	Regular Meeting	9:00 AM
June 21, 2023	Regular Meeting	9:00 AM
August 16, 2023	Public Hearing & Regular Meeting	9:00 AM

Exception

**December meeting date is two weeks earlier to accommodate the holidays*

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Key Activity Dates

Updated: January 2023

Description	Reference	Submit To	Due Date	Date
Cane Toad Removal	SOP	N/A	The Cane Toad & Tadpole removal project is scheduled to commence in March. 2 night visits per month (March through November). Program will include 18 visits.	3/23 thru 11/2023
Wetland Maintenance	SOP	N/A	Wetland Maintenance as required by SFWMD is to be performed at a minimum of two times per year.	4/2023 & 10/2023
Lake & Wetland Contract	SOP	N/A	Solitude Lake & Wetland Contract set to expire January 31, 2024. Required sealed bidding in October 2023 and Board agenda item for consideration December 2023.	10/2023 & Agenda item 12/2023
Annual Financial Report	190.008/218.32 & 39	Florida Department of Financial Services	45 days after the completion of the Annual Financial Audit but no more than 9 months after end of Fiscal Year. Auditor placed on notice of deadline being no later than April 30th annually, and provided in their May agenda package for Board's consideration/approval.	Due 6/1/2023
Proposed Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by June 15th each year.	6/15/2023
O & M Assessment letter	SOP	N/A	Staff to provide Chairman's draft assessment letter to the Board 48 hours in advance of mailing to the Residents of proposed increases. Notices must be mailed thirty days in advance of meeting to adopt the budget and received by WHA (Corporate) forty days in advance of the hearing date.	7/1/2023 draft notice to Chairman & 7/7/23 notice to WHA
Assessment Roll Certification	Local County requirement.	Local County Tax Collector	For most counties, submission and certification of the annual assessment roll is due by September 15th each year.	9/15/2023
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2023
Adopted Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by October 1st each year.	10/1/2023

TRIM Compliance Report	200.068	Department of Revenue, Property Tax Oversight, Trim Compliance Section	No later than 30 days following the adoption of the property tax levy ordinance/resolution (if levying property taxes)	10/15/2023
Canna Lilly cut back	SOP	N/A	Seasonal cut back and removal of large stands of Canna Lilly on lake banks owned by the District, to reduce seasonal unsightliness and promote new lush and vigorous growth. Program to be considered/completed between February & March of each year if necessary.	Feb. & March Annually
Qualified Public Depositor Annual Report to CFO	280.17	Department of Financial Services- Division of Treasury - Collateral Management.	By November 30 of each year, file annual report for the period ending September 30, 2023	11/30/2023
Fiscal Year Annual District Filing Fee and Update Form	190,189.064 & 189.018 & Chapter 73C-24, F.A.C.	Florida department of Economic Opportunity (Special District Accountability Program)	Annual filing fee of \$175 is paid to the Florida department of Economic Opportunity. The filing of the Update Form is required to verify the status of the Special District and to update any changes (including changes to the registered agent). Filing Fee invoice and Update Form is mailed out by the State on October 1st of each year. The fee and form are due and must be postmarked by the following December 3rd.	12/3/2023
Laptop @ MCS	SOP	MCA GM Bill Bowden	Mr. Adams to create a cloud link on the website and will upload records of proceedings. This project is still in progress however the Webmaster is reviewing all items at this time to ensure ADA Compliance. Upon speaking with Corporate, the Webmaster has not been able to provide an estimated completion date.	On-going
Certification of District Registered Voters	190(3)(a)(2)(d)	District receives annually from the local Supervisor of Elections	Due April 15th of each year and must be read into the record at a regularly scheduled meeting (no additional filing is required)	4/15/2023
Interconnecting Drain Pipe 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%.	1/31/2023 thru 6/2023
Bank Stabilization Project	SOP	N/A	Bank restoration @ North Hole #18 by Green on Lake 13 (as of 2022 current proposal cost \$11,875.00 and does not include sod, which will be installed by Thomas Lively, Director of Agronomy. Lake 13 rescheduled to be completed between April and May. Project should take one week to complete.	April & May 2023

Lake Audit Report	SOP	N/A	Annual inspection and report of all District owned lakes. Report includes review of specific items related to water quality, lake maintenance deficiencies, littoral plant health and population, structural integrity of lake banks, aerator operation and any unauthorized activities in or adjacent to the lakes.	May/June 2023
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	7/1/2023
Phase Three East - Stormwater Pond 74	SOP	N/A	The original issue date was April 16, 2020. Modified May 19, 2022. The duration of the permit is extended until October 7, 2027 per the request to SFWMD. 90 day reminder is included, as reflected. Once the stormwater planning exercise is completed, it will have to be repeated every five years.	1/1/2026 (reminder) 10/7/2027 (deadline)
Stormwater Management Needs Analysis Report	FL Statutes 403.9301 and 403.9302	20 year needs analysis	New legislation that requires the District to analyze its existing stormwater infrastructure necessary to comply with the statutory requirements to create a 20-year needs analysis. 6/30/22 and every five years there after.	6/30/2027
Preserve Fire Reduction Program - Three Year Rotation Program	SOP	N/A	As approved at the June 16, 2021 meeting; project commenced on January 3rd; and will continue every three years.	1/1/2024
Est Cortile Court	SOP	N/A	First annual monitoring report submitted June 30, 2022 with a required 2nd annual report due June 30th 2023.	6/30/2023
Qualified Public Deposit Identification and Acknowledgement Form	280.02	Maintain original document in District Reports	Complete each time a new account is opened with a Qualified Public Depository.	

Bond - Disclosure	Bond Indenture Update	E.M.M.A. (Electronic Municipal Marketing Access) and Bond Trustee	<p>Loan payments each April 1 and November 1, commencing May 1, 2022.</p> <p>Section 701(g) The District shall maintain such liability, casualty and other insurance as is reasonable and prudent for similarly situated independent special districts of the State. Within the first six months of each fiscal year (April 1), the District Manager shall file with registered owner of the 2022 Note (the "Owner") a compliance certificate as confirmation of the insurance coverages relating to the 2012 Project, such compliance certificate to include, without being limited thereto, a schedule of all insurance policies required by the Indenture which are then in effect, stating with respect to each policy the name of the insurer, the amount, number, and expiration date, and the hazards and risks covered thereby. Section 701(j) Furnish a copy of the District's audit by June 30 of each year to Owner. Section 701(k) Provide copy of annual budget to Owner within 45 days after commencement of each fiscal year (November 14). Budget must specifically detail the series 2022 assessments and any other special assessment levied by the District w/ respect to such fiscal year. Section 701(l) District shall maintain records with respect to the Series 2022 Assessments which shall be updated as Series 2022 Assessments are collected. The records shall detail Series 2022 Assessments (i) levied to date on a parcel-by-parcel basis, and (ii) collected to date. An annual report setting for the foregoing information will be provided to the Owner at such times, and in such format as the Owner may reasonably request. Section 701 (m) Commencing with the tax roll adopted during calendar year 2022, the District shall provide the Owner the certified assessment roll detailing the Series 2022 Assessments, if any, to be imposed for each tax year within 30 days of the date the such roll becomes available.</p>	April 1, May 1, June 30 November 1, November 14, and 30 days from certification of assessment roll annually
Bonds - Arbitrage	IRS Regulation	IRS - if a rebate is due.	<p>The Bond Indenture refers to IRS rules which state an issuer must pay (an Arbitrage) rebate installment for computation dates that occur at least once every 5 years. Rebate payments are due within 60 days after each computation date. The final rebate payment for an issue is due within 60 days after the issue is discharged. See IRS Regulation Section 1.148-3(e) through (g).</p>	

**MEDITERRA COMMUNITY DEVELOPMENT DISTRICT
STORMWATER PONDS AND APPROXIMATE LOCATION
Last Updated 9.15.2022**

L-1	Monterosso & Villorosi	L-39	Teramo & Positano
L-2	Main Entrance Southside	L-40	Golf Course & Trebbio
L-3	Main Entrance Northside	L-41	Verona
L-4	Golf Course & Savona	L-42	Verona
L-5	Golf Course & Savona	L-43	Golf Course & Verona
L-6	Villorosi	L-44	Verona & Cortile
L-7	Golf Maintenance	L-45N	Cortile
L-8	Golf Course & Milan	L-45S	Cortile
L-9	Golf Course & Trebbio	L-46	Positano
L-10	Golf Course & Trebbio	L-47	Golf Course & Positano
L-11	Benvenuto	L-48	Brendisi
L-11B	Club House	L-49N	Golf Course & Treviso
L-12	Club House	L-49S	Golf Course & Treviso
L-12B	Club House	L-50	Serata, Calabria, and Villalago
L-13	Club House	L-52	Terrazza & Serata
L-14	Golf Course & Cortile	L-53	Amarone & Terrazza
L-15	Golf Course & Cortile	L-54	Golf Course Maintenance
L-16	Milan	L-55	Golf Course Maintenance
L-17	Golf Course & Corsini	L-56	Golf Course & Milan
L-18	Golf Course & Verona	L-57	Padova
L-19	Golf Course & Verona	L-58	Porta Vecchio
L-20	Bello Lago	L-59N	Cortile & Golf Course
L-21	Bello Lago	L-59S	Cortile & Golf Course
L-22	Medici	L-60	Golf Course & Milan
L-23	Golf Course & Corsini	L-61	Golf Course & Trebbio
L-24	Padova	L-62	Treviso
L-25	Padova	L-63	Amarone
L-26	Golf Course & Padova	L-64	Amarone
L-27 & 28	Golf Course & Ravello	L-65	Terrazza
L-29	Golf Course & Bellezza	L-66S	Celebrita & Felicita
L-30	Bellezza & Ravello	L-67	Cellini & Buonasera
L-31	Bellezza	L-68	Lucarno & Felicita
L-32	Porta Vecchio & Bellezza	L-69	Lucarno II, Cellini, and Cabreo
L-33	Porta Vecchio	L-70	Lucarno
L-34	Golf Course & Porta Vecchio	L-71	Lucarno II
L-35	Marcello & Golf Course	L-72	Lucarno II
L-36	Marcello	L-73	Lucarno II & Cabreo
L-37	Marcello	L-74	Lucarno II
L-38	Golf Course & Teramo	L-75	Caminetto
		L-76	Caminetto

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

**ACTION/AGENDA
OR
COMPLETED
ITEMS**

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
1	03.01.18	ACTION	Per Mr. Greenberg, remove "Completed" items 6 months or older from the Action List and move to the Archive List.	Mr. Adams	X		
2	01.16.19	ACTION	Take annual sediment samples only at outfall lakes with muck & Lake 35 at same time & reduce water quality samples to once in July except for Lake 55 adding Sept., only if there are issues. Staff: Provide year-over-year nitrogen & phosphorous tables.	Mr. Tilton	X		
3	03.03.21	ACTION	Board: Include Mrs. Adams, Mr. Willis & Mr. Greenberg in email requests to Mgmt. Mrs. Adams: Respond to requests indicating the person who will provide info. Mr. Willis: Track all requests.	Mrs. Adams Mr. Willis	X		
4	03.03.21	ACTION	Management office to email Mr. Greenberg proposed meeting agenda three days prior to sending it to the Board.	Admin Staff	X		
5	03.03.21	ACTION	Review CDD website for accuracy & notify MCA GM of cancelled meetings or date changes to e-blast to residents.	Mr. Willis	X		
6	04.21.21	ACTION	Obtain unit pricing for all contracts moving forward.	CDD Staff	X		
7	04.21.21	ACTION	Add cloud link on website & upload record of proceedings. 11.16.22 Check status & provide update at next meeting.	Webmaster	X		
8	01.19.22	ACTION	Work with MCA Manager to ensure Staff has an opportunity to proof communications before they are sent out.	Mr. Adams	X		
9	04.20.22	ACTION/AGENDA	Have MRI revise & update Inspection Reports to add blockage to ROV. 05.18.22 Completed but remains ongoing action item.	Mrs. Adams	X		
10	04.20.22	ACTION/AGENDA	Keep reminder on Activities List to confirm County road work is completed & to install riser at outfall structure COCO 1. 05.18.22 MRI to inspect & submit proposal for riser. 10.19.22 MRI waiting on correct riser from manufacturer.	Mrs. Adams	X		
11	04.20.22	ACTION	Try convincing SFWMD that walking trail in conservation area was a permitted use in the original plan; the CDD was just doing it now. 05.18.22 Discussion with SFWMD continues. Mr. Tilton to research records to determine if a walking trail was included in the original plan.	Mr. Tilton	X		

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
12	05.18.22	ACTION/AGENDA	Response regarding maintenance for East "Wet Ditch" was pending. This will be on the September agenda. 09.07.22 Mrs. Adams to contact the County for an update. 10.19.22 Response from County is pending.	Mrs. Adams		X After 11.16.22 mtg	
13	05.18.22	ACTION/AGENDA	Walking Trail - Proceed design plan to present at Aug meeting. 09.07.22 Certain tasks partially completed. Present revised trail at next meeting. 10.19.22 . Staff to present Preliminary Walking Trail Plan, Schedule and Budget at January mtg.	Mr. Tilton	X		
14	09.07.22	ACTION	Include paragraph about alligators in in lake in annual letter to residents.	Mr. Adams		X After 11.16.22 mtg	
15	11.16.22	ACTION	Mrs. Adams: Email cause of equipment overheating to the Board.	Mrs. Adams		X After 11.16.22 mtg	
16	11.16.22	ACTION	Mr. Tilton: Contact fire authorities to determine what is the sufficient fire break around each box	Mr. Tilton	X		
17	11.16.22	ACTION	SOLitude to add implementing fire break around each box and provide photograph documenting when completed.	Mrs. Adams	X		
18	11.16.22	ACTION/AGENDA	Present formal fire suppression systems presentation.	Mrs. Adams	X		
19	11.16.22	ACTION	Send Mr. Tarr and Ms. Gartland, SOLitude Report with photo document of each cabinet.	Mrs. Adams		X After 11.16.22 mtg	
20	11.16.22	ACTION	Include Mr. Greenberg in the daisy chain if fire incident happens so he can alert the rest of the board.	Mr. Bowden.	X		
21	11.16.22	ACTION	To provide language about including 45 day payment terms to Mr. Willis to include in future contracts.	Ms. Willson Mr. Willis	X		
22	11.16.22	ACTION	Advise The Club the CDD will remove the two dead trees within the conservation area.	Mr. Greenberg		X After 11.16.22 mtg	
23	11.16.22	ACTION	Research reason assessment revenue is short is because late payment has not been deposited.	Mr. Adams	X		
24	11.16.22	ACTION	Invite Biologist to the next meeting.	Mr. Tilton	X		
25	11.16.22	ACTION	Mr. Willis to send write up about Mr. Tilton to Mr. Bowden to	Mr. Willis/Mr.		X After	

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
			include in the newsletter.	Bowden		11.16.22 mtg	
26	11.16.22	ACTION	Email the Board all publicly available information about the Imperial Basin Study.	Mr. Tilton	X		
27	11.16.22	ACTION	Notify London Bay to remove construction debris at Lakes 71 and 72, on the side of control structure 258 and 257.	Mrs. Adams		X After 11.16.22 mtg	
28	11.16.22	ACTION	Provide Ms. Gartland with the number to the Florida Fish and Wildlife.	Mr. Willis.		X After 11.16.22 mtg	
29	11.16.22	ACTION	Provide language about alligators in the stormwater ponds to Mr. Greenberg to include in the annual newsletter	Ms. Willson		X After 11.16.22 mtg	
30	11.16.22	ACTION/AGENDA	Perform assessment and discuss fire prevention plan and whether to do 1/3, 1/3, and 1/3 and when to schedule the next one.	Mr. Tilton	X		

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
1	05.18.22	ACTION/AGENDA	Prep License Agrmt w/ MCA to install cap rock near Veterans Memorial Blvd wall, subject to Mr. Bowden confirming MCA agreeable to CDD's terms. 09.07.22 MCA withdrew request.	Ms. Willson		X	09.07.22
2	05.18.22	ACTION/AGENDA	Add times to FY 2023 Mtg Schedule identical to the prior year and try to schedule all or as many meetings in the morning.	Mrs. Adams		X	09.07.22
3	05.18.22	ACTION	Board: Submit Stormwater Management Needs Analysis Report comments to Mr. Adams w/in 30 days. Mr. Adams: Submit to Mr. Tilton & advise him to submit Rpt subject to final review. Mr. Tilton: Research missing date. 09.07.22 Mr. Tilton confirmed he submitted the Report to the County.	Board Mr. Adams Mr. Tilton		X	09.07.22
4	05.18.22	ACTION	Mail updated GIS map to the Board. 09.07.22 Mrs. Adams will provide updated and enlarged maps to Mr. Tarr and Ms. Gartland upon in person attendance.	Mr. Willis Mrs. Adams		X	09.07.22
5	05.18.22	ACTION	Revise FY 2023 proposed budget as discussed.	Mr. Adams		X	09.07.22
6	05.18.22	ACTION	Inspect wetland disturbance on East Cortile Court to determine possible erosion issues.	Mr. Tilton		X	09.07.22
7	05.18.22	ACTION	Notify SOLitude of blown debris behind Lake 70.	Mrs. Adams		X	09.07.22
8	05.18.22	ACTION/AGENDA	Mr. Greenberg and Mr. Chase to prepare letter to the community regarding Walking Trail. Mr. Adams to schedule Workshop. Ms. Willson to provide names of ADA Specialists.			X	09.07.22
9	05.18.22	ACTION	Provide BOS with geo-tube info & identify location for trial next year. 09.07.22 withdrawn. No one could identify task.	Mr. Tilton		X	09.07.22
10	05.18.22	ACTION	Cintron/Wildlife Mgmt Mrs. Adams: Tell Mike to expect Mr. Tilton call. Mr. Tilton: Report outcome. Mr. Greenberg: Tell Ms. Willson if breach of contract letter is needed.			X	09.07.22
11	02.10.22	ACTION/AGENDA	Mr. Tilton: Identify areas not covered by a prior easement. Ms. Willson: Prep Easement Agmt or other doc to incorporate the CDD's responsibility & right to maintain, repair & inspect & reaffirm all other easement areas previously identified are covered by CDD's right to operate, maintain & repair.	Mr. Tilton Ms. Willson Mr. Lemus		X	10.19.22

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
			04.20.22 Mr. Tilton & Ms. Willson: Prep Lease Agmt w/ golf course & homeowners. 05.18.22 Mr. Lemus: Revise GIS map re location of pipes of 4 individual homeowners, as Lease Agmt was not needed. Ms. Willson: Present the License Agmt w/ MCA on the next agenda.				
12	04.20.22	ACTION/AGENDA	Mr. Tilton: Prep letter putting Lots 7 & 8 owners on notice of violating CDD property rights. 05.18.22 Mr. Adams: Prep letter to owners & give update at the Sept mtg. 09.07.22 Mr. Adams: Send letter & put under Old Business on next agenda.	Mr. Tilton Mr. Adams		X	10.19.22
13	05.18.22	ACTION	Reimburse Ms. Gartland & Ms. Wheeler for Aug mtg/PH travel costs. 09.07.22 Reimburse Mr. Henry. 10.19.22 Only reimburse Mr. Henry (on 10.12.22 check run & in process.	Mr. Adams		X	10.19.22
14	09.07.22	ACTION	Investigate info in Cintron email and give recommendations to Supervisors once all are in attendance.	CDD Staff		X	10.19.22
15	09.07.22	ACTION	Audits: Include subsequent event disclosures & stylistic changes to future audits.	Auditor Mr. Adams		X	10.19.22
16	09.07.22	ACTION	Mr. Adams: Make adjustments to assessment tables in FY 2023 budget. 10.19.22 Mr. Adams to collapse column.	Mr. Adams		X	10.19.22
17	09.07.22	ACTION/AGENDA	Staff: Have "Caution Sign" installed before rocks at Lake 6 on CDD property and send letter to affected residents. Mr. Tilton to provide repair alternatives and costs at the next meeting.	Mr. Willis Mr. Tilton		X	10.19.22
18	09.07.22	ACTION	Ask SOLitude to provide follow up info about the services they performed or did not perform. 10.19.22 SOLitude treated all the lakes with deficiencies within 72 hours.	Mr. Willis		X	10.19.22
19	09.07.22	ACTION	Ensure accounting paid Cintron the \$25,000 due.	Mrs. Adams		X	10.19.22
20	09.07.22	ACTION	CDD Staff to investigate, correct and present updated July and August Unaudited Financial Statements at the next meeting.	Mr. Adams		X	10.19.22
21	09.07.22	ACTION	CDD Staff to reformat Action Items List.	Mr. Willis		X	10.19.22
22	09.07.22	ACTION	Review Action Items & identify completed items prior to the meeting start time.	Mrs. Adams Mr. Willis		X	10.19.22

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
23	09.07.22	ACTION	Obtain copy of the second Certificate of Insurance (COI) for deer hunter. 10.19.232. MCA received the second COI.	Mr. Willis		X	10.19.22
24	09.07.22	ACTION	Mrs. Adams/Mr. Willis to provide a chart listing lake number and surrounding neighborhood to the Board.	Mr. Willis		X	10.19.22
25	09.07.22	ACT/AG	Present insurance renewal information on the next agenda.	Mr. Adams		X	10.19.22
26	09.07.22	ACTION/AGENDA	Revise title in Professional Services Agmnt & new design routes for Nature Trail.	Mr. Tilton		X	10.19.22
27	09.07.22	ACTION	Ms. Willson: Work with Mgmt to create comprehensive list of ads that must run in both Counties and ones to run in only Collier Co. 10.19.22 Mr. Adams to confirm WHA Staff received Ms. Willson email. 11.16.22 Send to Mr. Tarr.	Mr. Adams		X	11.16.22
28	02.10.22	ACTION	If time between mtgs is shortened to 3 weeks from last mtg due to emergency, there will be "no 10-day" advance requirement for draft minutes; draft minutes would be in the agenda and Supervisors will state edits during the meeting. 05.18.22 To remain as ongoing item.			X	11.16.22
29	10.19.22	ACTION	Review the Club's Easement Agreements regarding trail crossing cart path, and report findings at the next meeting.	Ms. Willson		X	11.16.22
30	10.19.22	ACTION/AGENDA	Ensure chart listing lake number and surrounding neighborhood is included in the back of the agenda package.	CDD Staff		X	11.16.22
31	10.19.22	ACTION	Mrs. Adams: Send her email to Cintron to the Board and inform Mr. Cintron of the Board's position regarding payment.	Mrs. Adams		X	11.16.22
32	10.19.22	ACTION	Obtain audio of June 2021 meeting regarding conversation about adjusting penalty rate fee from \$100 to \$500.	Mr. Willis		X	11.16.22
33	10.19.22	ACTION	Submit request to Accounting to cut manual check to Cintron.	Mr. Adams		X	11.16.22
34	10.19.22	ACTION	Work with Mr. Bowden in obtaining an updated MCA and Club drainage map so the CDD can update the GIS map.	Mr. Tarr		X	11.16.22