

MEDITERRA

**COMMUNITY DEVELOPMENT
DISTRICT**

March 15, 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

March 8, 2023

Board of Supervisors
Mediterra Community Development District

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

Dear Board Members:

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on March 15, 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. Discussion/Consideration of MRI Underwater Specialists, Inc.
 - A. Summary and Estimate #3910 to Clean Stormwater Structures
 - B. Annual Stormwater System Inspection Report
 - C. ROV Outfall Structures Report
5. Update: Preserve Fire Reduction Program
 - Property Located on West Side of Castellano Way
6. Continued Discussion: Nature Trail and Board Walk
7. Acceptance of Unaudited Financial Statements as of January 31, 2023
8. Approval of February 15, 2023 Regular Meeting Minutes
9. 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: April 19, 2023 at 9:00 AM
 - QUORUM CHECK

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

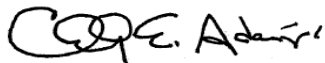
D. Operations Manager: *Wrathell, Hunt and Associates, LLC*

- Key Activity Dates

10. Action/Agenda or Completed Items
11. Old Business
12. Supervisors' Requests
13. Public Comments (*3 minutes*)
14. 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: 800-245-3047

CONFERENCE ID: MEDITERRA

CONFIRMATION CODE: 83594

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER WILL BE PROVIDED WITHIN 24 HOURS OF MEETING

FEEL FREE TO CONTACT 561-571-0010 FOR CALL-IN NUMBER

CONFIRMATION CODE: 83594

EVENT TITLE: MEDITERRA CDD BOARD OF SUPERVISORS MEETING

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

4A



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



Bill To:

Mediterra CDD
Wrathell, Hunt & Associates, LLC
9220 Bonita Beach Road Suite
#214
Bonita Springs, FL 34135

Invoice

Job Name

Inspection 2023

Date

2/17/2023

Invoice #

3927

Due Date 3/19/2023

P.O. No.

Terms

Net 30

Quantity	Description	Rate	Amount
	Total cost to physically inspect specified storm structures. We utilized a diver to enter each structure to inspect the condition and determine the amount of sand, debris, and blockage within the system. We have provided a detailed inspection report of our findings and a proposal to clean all structures that contain 25% or more sand, debris, and blockage. This price includes all labor, material and equipment needed to complete this job.	6,000.00	6,000.00

Total	\$6,000.00
Payments/Credits	\$0.00
Balance Due	\$6,000.00

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

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



M.R.I. Inspection LLC

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



CGC 1507963

Name

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

Proposal

Project

2023 Inspection
Mediterra CDD

Date

Estimate #

2/17/2023

3910

Description	Total
<p>This proposal is to utilize the divers to clean and remove sand and debris from structures that have 25% and more of sand and debris. As per our inspection report. This price includes all labor and equipment and dive services needed to complete this job.</p> <p>Any work completed outside the scope of this proposal may result in additional charges.</p>	53,560.00

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

Total \$53560.00

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

Authorized Signature

Michael Radford
Michael Radford President

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

Signature _____

Date of acceptance _____

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

4B



M.R.I. Underwater Specialists, Inc. 

5570 Zip Dr. Fort Myers, Fl. 33905
239-984-5241 (O) 239-707-5034 (C) 239-236-1234 (F)
Certified General Contractors- CGC 1507963

Feb 17,2023

Report: Meditterra Inspection Report 2023

Please know at this time we have completed your annual storm water system inspection.

We utilized the diver's to enter into each structure to physically inspect each structure, and report on how much sand and debris was in each structure. Please see our report, and proposal to clean everything that is 25% and more of sand and debris.

If you have any questions please give us a call.

Thank you

M.R.I Inspection LLC

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
			Mediterra Blvd Main Entrance						
239	L-2	36"	25% Sand & Debris	Yes	30%	10%	80%	30%	35%
240	Curb	36" - 36"	10% Sand & Debris	No	25%	10%	65%	20%	30%
240A	Curb	36" - 36"	25% Sand & Debris	Yes	25%	10%	75%	35%	35%
241	L-3	36" - 36"	25% Sand & Debris	Yes	30%	10%	25%	85%	55%
234	L-5	24"	15% Sand & Debris	No	5%	Clean	5%	5%	5%
235	Curb	24" - 24"	15% Sand & Debris	No	40%	15%	25%	30%	25%
236A	Curb	24" - 24"	10% Sand & Debris	No	30%	10%	25%	30%	25%
236	L-1	24"	25% Sand & Debris	Yes	10%	35%	20%	10%	10%
237	L-1	36"	15% Sand & Debris	No	25%	35%	20%	10%	30%
238	L-2	36"	25% Sand & Debris	Yes	30%	30%	30%	75%	25%
233	L-5	24"	Clean	No	10%	Clean	Clean	25%	Clean
232	Curb	24" - 24"	35% Sand & Debris	Yes	35%	Clean	30%	25%	30%
231B	Curb	24" - 24"	30% Sand & Debris	Yes	25%	25%	30%	10%	30%
231A	CS-Box	24" - 24"	10% Sand & Debris	No	25%	25%	20%	10%	25%
231	L-11	24"	Clean	No	Clean	Clean	Clean	Clean	Clean
226	L-11	24"	5% Sand & Debris	No	Clean	Clean	Clean	Clean	Clean
227	Curb	24" - 24"	10% Sand & Debris	No	25%	15%	30%	25%	10%
227A	Curb	24" - 24"	25% Sand & Debris	Yes	25%	10%	20%	25%	Clean
227B	L-11B	24"	Clean	No	Clean	Clean	Clean	Clean	Clean
224	L-11B	24"	15% Sand & Debris	No	20%	10%	20%	10%	5%
224A	CS-Box	24" - 24"	10% Sand & Debris	No	10%	20%	10%	30%	5%
225	Curb	24" - 24"	30% Sand & Debris	Yes	40%	Clean	30%	30%	Clean
230	L-1	24"	5% Sand & Debris	No	5%	Clean	10%	Clean	15%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
Villoresi									
246	L-6	24"	50% Sand & Debris	Yes	30%	10%	35%	10%	10%
246A	Curb	24" - 24"	50% Sand & Debris	Yes	35%	10%	30%	10%	30%
245A	Curb	24" - 24"	30% Sand & Debris	Yes	35%	Clean	25%	25%	25%
Corso Mediterra Cir									
1	L-1	48"	10% Sand & Debris	No	25%	20%	25%	30%	30%
2	Curb	48" - 48"	25% Sand & Debris	Yes	30%	20%	30%	35%	50%
3	Curb	48" - 48"	10% Sand & Debris	No	30%	25%	25%	40%	55%
4	L-7	48"	10% Sand & Debris	No	25%	10%	10%	10%	30%
5	L-7	60"	10% Sand & Debris	No	10%	10%	10%	10%	5%
6	Curb	60" - 60"	10% Sand & Debris	No	35%	25%	45%	10%	50%
7	JB	----	Did Not Locate	----	----	----	----	----	----
7A	MH	60" - 60"	15% Sand & Debris	No	25%	10%	10%	10%	N/A
8	Curb	60" - 18"	15% Sand & Debris	No	25%	10%	10%	10%	30%
8A	Curb	18"	10% Sand & Debris	No	5%	25%	40%	10%	N/A
9	L-55	60"	10% Sand & Debris	No	25%	20%	40%	10%	20%
11	L-55	60"	25% Sand & Debris	Yes	35%	10%	50%	20%	10%
21	L-54	60"	10% Sand & Debris	No	25%	15%	20%	5%	35%
12	L-55	15"	Clean	No	Clean	Clean	Clean	Clean	100%
14	L-60	15"	25% Sand & Debris	Yes	Clean	Clean	Clean	Clean	100%
10	L-55	60"	10% Sand & Debris	No	25%	20%	10%	20%	10%
10A	CS/ OsCoco 1	60"	60% Sand & Debris	Yes	30%	25%	10%	N/A	N/A
20	L-54	48"	35% Sand & Debris	Yes	35%	35%	30%	10%	30%
19	Curb	48" - 48"	25% Sand & Debris	Yes	30%	10%	25%	30%	35%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
18	Curb	48" - 48"	35% Sand & Debris	Yes	30%	10%	25%	10%	30%
17	L-56	48"	25% Sand & Debris	Yes	35%	25%	10%	25%	20%
16	L-56	48"	15% Sand & Debris	No	30%	Clean	10%	25%	30%
15	L-60	48"	10% Sand & Debris	No	25%	35%	10%	30%	40%
223	L-11	36"	5% Sand & Debris	No	35%	10%	40%	95%	65%
217	L-13	36"	15% Sand & Debris	No	35%	30%	30%	45%	5%
218	L-13	24"	10% Sand & Debris	No	20%	25%	20%	10%	10%
219	CS-Box	24" - 24"	10% Sand & Debris	No	30%	10%	55%	30%	55%
220	L-12	24"	15% Sand & Debris	No	80%	90%	25%	90%	35%
221	L-12	24"	10% Sand & Debris	No	40%	60%	Clean	40%	10%
222	L-12B	24"	10% Sand & Debris	No	10%	25%	20%	40%	10%
24	L-12B	24"	40% Sand & Debris	Yes	10%	Clean	10%	10%	10%
25	Box	24" - 24"	10% Sand & Debris	No	10%	10%	Clean	Clean	10%
26	MH	24" - 24"	10% Sand & Debris	No	5%	5%	Clean	Clean	Clean
27	Curb	24" - 24"	10% Sand & Debris	No	10%	10%	Clean	Clean	Clean
28	Curb	24" - 24"	10% Sand & Debris	No	10%	10%	Clean	Clean	Clean
29	L-16	24"	5% Sand & Debris	No	Clean	Clean	5%	Clean	Clean
Golf Course									
35	L-8	24"	Clean	No	Clean	Clean	Clean	Clean	10%
33	L-17	24"	25% Sand & Debris	Yes	50%	30%	35%	30%	30%
32	L-17	48"	10% Sand & Debris	No	35%	25%	30%	75%	50%
31	Box	48" - 48"	10% Sand & Debris	No	10%	10%	35%	75%	45%
30	L-60	48"	30% Sand & Debris	Yes	45%	40%	30%	55%	10%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
Golf Course									
36	L-17	42"	50% Sand & Debris	Yes	50%	40%	45%	50%	20%
38	L-23	42"	35% Sand & Debris	Yes	35%	35%	30%	35%	50%
37B	L-23	30"	40% Sand & Debris	Yes	30%	10%	25%	10%	10%
38A	Curb	30" - 30"	25% Sand & Debris	Yes	30%	10%	5%	40%	65%
38B	Curb	30" - 30"	15% Sand & Debris	No	30%	15%	25%	50%	90%
39	Curb	30" - 30"	30% Sand & Debris	Yes/DTF	25%	25%	35%	25%	90%
39C	Curb	30" - 30"	35% Sand & Debris	Yes/DTF	70%	25%	55%	65%	90%
39D	CS-Box	30" - 30"	5% Sand & Debris	No	Clean	Clean	10%	Clean	Clean
40	L-22	30"	5% Sand & Debris	No	Clean	Clean	Clean	Clean	Clean
44	L-20	24"	25% Sand & Debris	Yes	25%	Clean	10%	35%	30%
43	Box	24" - 24"	10% Sand & Debris	No	10%	10%	10%	Clean	10%
42	CA #2 Box	24"	5% Sand & Debris	No	5%	10%	10%	25%	10%
53	L-21	36"	50% Sand & Debris	Yes	5%	Clean	5%	Clean	Clean
54	JB	----	Did Not Locate	----	----	N/A	N/A	N/A	N/A
55	CE3	36"	95% Sand & Debris	Yes	20%	25%	10%	25%	Clean
Bella Lago									
51	Curb	18"	10% Sand & Debris	No	Clean	10%	Clean	Clean	5%
50	Curb	18" - 24"	10% Sand & Debris	No	Clean	10%	5%	Clean	10%
49	L-21	24"	5% Sand & Debris	No	Clean	Clean	Clean	Clean	Clean
79	L-20	36"	25% Sand & Debris	Yes	50%	40%	20%	Clean	30%
78	Curb	36" - 36"	30% Sand & Debris	Yes	40%	25%	20%	Clean	35%
77	Curb	36" - 36"	15% Sand & Debris	No	40%	40%	20%	15%	30%
76	Box	36" - 36" - 36"	15% Sand & Debris	No	10%	Clean	5%	10%	10%
75	L-27 & 28	36"	80% Sand & Debris	Yes	10%	35%	40%	30%	90%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
76A	Box	36" -36"	30% Sand & Debris	Yes	35%	40%	35%	35%	N/A
80	Curb	36" - 36"	Clean	No	25%	10%	35%	10%	20%
81	Curb	36" - 36"	5% Sand & Debris	No	10%	10%	Clean	Clean	10%
82	L-30	36"	10% Sand & Debris	No	25%	10%	35%	10%	20%
			Bellezza Ln						
83	L-30	24"	35% Sand & Debris	Yes	Clean	15%	Clean	Clean	Clean
84	Curb	24" - 24"	15% Sand & Debris	No	5%	Clean	25%	Clean	Clean
85	Curb	24" - 24"	10% Sand & Debris	No	5%	10%	5%	Clean	Clean
86	L-31	24" - 24"	5% Sand & Debris	No	5%	25%	5%	Clean	Clean
			Golf Course						
74	L-29	30"	50% Sand & Debris	Yes	25%	Clean	30%	60%	20%
73	L-27 & 28	30"	25% Sand & Debris	Yes	25%	Clean	35%	25%	30%
72	L-27 & 28	24"	35% Sand & Debris	Yes	25%	30%	20%	25%	10%
71	L-26	24"	25% Sand & Debris	Yes	25%	10%	20%	10%	10%
69	L-26	24"	55% Sand & Debris	Yes	25%	25%	25%	35%	10%
68B	MH	24" - 24"	40% Sand & Debris	Yes	25%	10%	10%	5%	10%
68C	CS-Box	24" - 24" - 24"	Clean	Yes	30%	25%	25%	25%	20%
68A	Curb	24"	50% Sand & Debris	Yes	5%	25%	5%	30%	80%
68	MH	24" - 24"	15% Sand & Debris	No	Clean	25%	35%	20%	80%
66	L-25	24"	10% Sand & Debris	No	Clean	Clean	Clean	30%	5%
			Brolio Way						
56	L-57	24"	Clean	No	Clean	10%	5%	Clean	5%
57	MH	24" - 24"	Clean	No	Clean	Clean	5%	Clean	10%
57A	MH	24" - 24" - 24"	10% Sand & Debris	No	10%	10%	10%	Clean	N/A

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
59	MH	24" - 24"	10%	No	10%	Clean	5%	5%	10%
58	L-24	24"	Clean	No	Clean	Clean	10%	10%	10%
57B	Curb	24" - 18"	10%	No	Clean	10%	5%	N/A	N/A
57C	Curb	18"	10%	No	5%	10%	10%	5%	N/A
60	Curb	24" - 24"	25% Leaves, Sand & Debris	Yes	30%	19%	25%	25%	25%
61	Curb	24" - 24"	25% Sand & Debris	Yes	35%	10%	Clean	10%	10%
61A	MH	24" - 24"	10% Sand & Debris	No	10%	10%	5%	Clean	Clean
62	JB	-----	Did Not Locate	-----	N/A	N/A	N/A	N/A	N/A
65	L-25	24"	Clean	No	Clean	Clean	5%	Clean	Clean
63	L-24	48"	Clean	No	Clean	Clean	Clean	Clean	Clean
63A	CS-Box	48" - 48"	Clean	No	Clean	Clean	Clean	Clean	10%
64	Os-Coco 2	48" - 48"	10% Sand & Debris	No	N/A	Clean	Clean	Clean	Clean
			Bello Lago						
46	Curb	18"	Clean	No	5%	10%	5%	Clean	5%
47	Curb	18" - 18"	5% Sand & Debris	No	5%	10%	Clean	Clean	5%
48	L-21	18"	Clean	No	Clean	Clean	5%	Clean	Clean
			Bellezza Ln						
87	L-31	30"	15% Sand & Debris	No	50%	45%	80%	90%	90%
88	Curb	30" - 30"	35% Sand & Debris	Yes	35%	10%	25%	5%	10%
89	Curb	30" - 30"	25% Sand & Debris	Yes	Clean	20%	25%	10%	10%
90	L-32	30"	60% Sand & Debris	Yes	50%	50%	45%	25%	35%
			Corso Mediterra Cir						
91	L-32	30"	10% Sand & Debris	No	10%	25%	10%	25%	5%
92A	DA-4	30"	10% Sand & Debris	No	5%	Clean	10%	Clean	Clean
			Porta Vecchio & Mediterra Dr						
93	L-32	30"	25% Sand & Debris	Yes	50%	15%	35%	10%	30%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
94	Box	30" - 30"	35% Sand & Debris	Yes	95%	25%	10%	80%	100%
95	L-34	30"	10% Sand & Debris	No	30%	25%	10%	10%	10%
96	L-58	36"	10% Sand & Debris	No	10%	40%	Clean	25%	10%
96A	Curb	36" - 36"	10% Sand & Debris	No	10%	10%	Clean	5%	10%
97	Curb	36" - 36"	10% Sand & Debris	No	10%	25%	Clean	Clean	10%
98	L-33	36"	Clean	No	10%	Clean	25%	10%	30%
99	L-58	24"	25% Sand & Debris	Yes	35%	30%	10%	90%	10%
99A	CS-Box	24" - 24"	10% Sand & Debris	No	25%	50%	20%	10%	N/A
100	JB	-----	Did Not Locate	-----	N/A	N/A	N/A	N/A	N/A
101	L-35	24"	25% Sand & Debris	Yes	65%	Clean	25%	65%	95%
			Marcello						
102	L-35	36"	Clean	No	25%	10%	30%	5%	30%
103	Curb	36" - 36"	10% Sand & Debris	No	25%	Clean	10%	10%	20%
104	Curb	36" - 36"	15% Leaves, Sand & Debris	No	35%	40%	25%	25%	20%
105	L-36	36"	25% Sand & Debris	Yes	40%	30%	40%	25%	80%
106	L-36	36"	30% Sand & Debris	Yes	30%	Clean	40%	25%	35%
107	Box	36" - 36"	Clean	No	25%	10%	10%	10%	10%
108	Box	36" - 36"	Clean	No	5%	25%	5%	Clean	Clean
109	L-37	36"	10% Sand & Debris	No	35%	25%	35%	10%	25%
110	L-37	42"	10% Sand & Debris	No	30%	25%	20%	Clean	10%
112	MH	42" - 42"	10% Sand & Debris	No	5%	Clean	5%	Clean	10%
112AA	MH	42" - 42"	35% Sand & Debris	Yes	N/A	N/A	N/A	N/A	N/A
114	Os-Oak 1	42"	15% Sand & Debris	No	Clean	Clean	10%	20%	Clean
			Corso Mediterra Cir						
114A	CA-4B	24"	Clean	No	10%	Clean	80%	N/A	N/A

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
114B	CA-4A	24"	Clean	No	Clean	10%	5%	80%	N/A
114D	CA-4A	24"	15% Sand & Debris	No	25%	10%	10%	80%	N/A
114C	CA-4B	24"	10% Sand & Debris	No	30%	10%	10%	80%	N/A
114E	CA-4B	24"	10% Sand & Debris	No	10%	10%	25%	80%	N/A
114F	CA-4A	24"	10% Sand & Debris	No	30%	10%	25%	10%	N/A
			Positano						
115	L-39	24"	Clean	No	10%	Clean	10%	10%	5%
116	MH	24" - 24"	5% Sand & Debris	No	5%	Clean	Clean	Clean	5%
118	L-46	24"	Clean	No	Clean	30%	10%	10%	5%
123B	L-46	24"	5% Sand & Debris	No	5%	10%	10%	N/A	N/A
123	Curb	24" - 24"	10% Sand & Debris	No	5%	10%	10%	10%	5%
123A	MH	24" - 24"	25% Sand & Debris	Yes	25%	N/A	N/A	N/A	N/A
124	L-47	24"	10% Sand & Debris	No	10%	Clean	25%	25%	10%
119A	L-46	30"	10% Sand & Debris	No	30%	10%	35%	10%	10%
119B	Curb	30" - 30"	15% Sand & Debris	No	25%	10%	10%	Clean	N/A
119	Curb	30" - 30"	25% Sand & Debris	Yes	30%	40%	25%	30%	20%
119C	MH	30" - 30"	5% Sand & Debris	No	10%	Clean	30%	25%	N/A
133A	Box	30" - 24"	Clean	No	Clean	10%	Clean	Clean	5%
132	Box	24" - 24"	Clean	No	10%	Clean	30%	10%	10%
133	L-41	24"	10% Sand & Debris	No	25%	10%	10%	Clean	Clean
134	L-41	42"	Clean	No	Clean	Clean	Clean	Clean	Clean
135	Box	42" - 42"	10% Sand & Debris	No	10%	10%	Clean	Clean	Clean
136	Box	42" - 42"	10% Sand & Debris	No	10%	10%	10%	Clean	Clean
136A	Box	42" - 36" - 42"	10% Sand & Debris	No	Clean	Clean	10%	Clean	Clean

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
137	Box	42" - 42"	10% Sand & Debris	No	20%	Clean	5%	25%	Clean
137A	L-42	42"	5% Sand & Debris	No	10%	30%	10%	25%	10%
138	MHC	36" - 36"	20% Sand & Debris	No	25%	Clean	30%	10%	Clean
139	MHC	36" - 36"	10% Sand & Debris	No	20%				
138A	MH	36" - 36"	Clean	No	10%	10%	5%	Clean	10%
140A	Box	36" - 36"	10% Sand & Debris	No	Clean	10%	35%	10%	N/A
140	L-44	36"	Clean	No	Clean	Clean	Clean	5%	5%
Golf Course									
150B	Box	24"	10% Sand & Debris	No	20%	35%	30%	10%	45%
150A	MH	24" - 24"	10% Sand & Debris	No	5%	25%	10%	10%	5%
150	Box	24" - 24"	10% Sand & Debris	No	10%	10%	10%	10%	5%
149	L-15	24"	10% Sand & Debris	No	40%	15%	25%	25%	40%
148	L-15	24"	5% Sand & Debris	No	25%	15%	20%	30%	20%
147B	MHC	24" - 24"	10% Sand & Debris	No	Clean	10%	20%	10%	5%
147A	MHC	24" - 24"	10% Sand & Debris	No	Clean	10%	25%	10%	5%
147	JB	DNL	Buried - DNL						
146	L-44	24"	5% Sand & Debris	No	25%	35%	10%	Clean	30%
145	L-19	24"	20% Sand & Debris	No	10%	25%	45%	10%	50%
144A	Box	24" - 24"	5% Sand & Debris	No	10%	30%	55%	80%	N/A
144	L-43	24"	10% Sand & Debris	No	Clean	Clean	30%	10%	40%
143	L-43	24"	10% Sand & Debris	No	30%	10%	25%	50%	60%
142	MHC	24" - 24"	85% Sand & Debris	Yes	80%	80%	10%	10%	10%
141	MHC	24" - 24"	25% Sand & Debris	Yes	Clean	25%	30%	10%	20%
137B	L-42	24"	10% Sand & Debris	No	20%	25%	20%	25%	20%
Ditch in Preserve									
A	CA-4B	12"	Clean	No	Clean	10%	10%	NA	NA
B	CA-4B	12"	Clean	No	5%	10%	10%	NA	NA
C	CA-4B	12"	Clean	No	Clean	10%	10%	NA	NA
D	CA-4B	12"	Clean	No	Clean	Clean	10%	NA	NA
Preserve									
130	CE - 4B	30"	10% Sand & Debris	No	20%	Clean	10%	Clean	Clean

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
128	L-38	30"	Clean	No	25%	Clean	25%	50%	10%
127	MH	24" - 24"	10% Sand & Debris	No	10%	10%	10%	Clean	Clean
126	Box	24" - 24"	10% Sand & Debris	No	20%	10%	10%	10%	5%
125	L-39	24"	Clean	No	25%	10%	30%	10%	20%
Golf Course									
131AD	L-48	24"	10% Sand & Debris	No					
131AC	JB	DNL							
131AB	MH	24" - 24"	Clean	No	50%				
131JB	JB	24" - 24"	Clean	No					
131A	L-47	24"	50% Sand & Debris	Yes	10%	10%	25%	50%	N/A
131AA	L-47	24"	10% Sand & Debris	No	35%	40%	25%	10%	N/A
131AAA		24"	50% Sand & Debris	Yes					
123F	L-47	24"	10% Sand & Debris	No	80%	10%	10%	90%	N/A
123G	CS	24" - 24"	10% / 25% Sand & Debirs	Yes	25%/25%	10%	20%	25%	N/A
123H	L-45	24"	Clean	No	Clean	Clean	Clean	Clean	N/A
181CE	CE 19	24"	Clean	No	5%	10%	25%	25%	30%
180A	Curb	15"	10% Sand & Debris	No	5%	10%	10%	Clean	Clean
180	L-62	24"	10% Sand & Debris	No	Clean	10%	20%	10%	Clean
179	MHC	15"	10% Sand & Debris	No					
178	MHC	15" - 18"	25% Sand & Debris	Yes	20%	25%	10%	25%	20%
177	MH	18" - 24"	25% Sand & Debris	Yes	20%	10%	10%	25%	30%
176	L-49N	24"	25% Sand & Debris	Yes	20%	15%	20%	10%	5%
174	L-49	24"	30% Sand & Debris	Yes	80%	10%	35%	80%	10%
175	Box	24"	10% Sand & Debris	No	20%	20%	10%	10%	5%
173B		36"	25% Sand & Debris	No	25%	10%	30%	80%	N/A
173D		36"	Clean	No	20%	5%	10%	10%	N/A
173A		36"	5% Sand & Debris	No	20%	5%	10%	10%	N/A
173C		36"	10% Sand & Debris	No	30%	10%	40%	80%	N/A
Castellano Way									
157	L-63	24"	10% Sand & Debris	No	25%	5%	10%	10%	5%
156	L-53	24"	Clean	No	Clean	Clean	Clean	Clean	Clean

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
Terrazza Way									
161	L-52	24"	10% Sand & Debris	No	25%	10%	50%	30%	35%
160	MHC	24" - 24"	25% Sand & Debris	Yes	20%	Clean	50%	10%	35%
159	MHC	24" - 24"	25% Sand & Debris	Yes	25%	Clean	25%	30%	30%
158	L-53	24"	Clean	No	Clean	10%	Clean	Clean	Clean
155	L-65	24"	Clean	No	25%	20%	10%	10%	10%
162	MHC	24" - 24"	25% Sand & Debris	Yes	25%	20%	10%	10%	10%
163	MHC	24 - 24"	25% Sand & Debris	Yes	20%	25%	25%	20%	35%
164	MH	24" - 24"	25% Sand & Debris	Yes	5%	25%	20%	Clean	20%
165	L-52	24"	10% Sand & Debris	No	Clean	25%	5%	Clean	30%
Castellano Way									
172	L-50	36"	Clean	No	35%	Clean	Clean	Clean	Clean
173	CE - 20B		10% Sand & Debris	No	5%	Clean	Clean	Clean	Clean
166	L-52	42"	30% Sand & Debris	Yes	45%	30%	Clean	75%	10%
167	OS-Oak 2	42" - 42"	10% Sand & Debris	No	20%	10%	Clean	10%	10%
167A	MH	42"	10% Sand & Debris	No					
169	L-50	42"	Clean	No	20%	10%	10%	Clean	10%
170	MH	42" - 42"	10% Sand & Debris	No	20%	10%	10%	Clean	5%
171	MH	42" - 42"	Clean	No	35% / 35%	45%	Clean	Clean	Clean
170A	OS-Oak 3	42" - 42"	35% / 35% Sand & Debris	Yes	10%	5%	10%	Clean	Clean
170B	MH	42" - 48"	30% Sand & Debris	Yes	10%	30%	30%	Clean	Clean
185	L-59N	42"	10% Sand & Debris	No	Clean	Clean	Clean	Clean	Clean
184	MHC	24" - 24"	25% Sand & Debris	Yes	25%	20%	25%	25%	30%
183	MHC	24" - 24"	25% Sand & Debris	Yes	20%	15%	25%	10%	5%
182	L-62	24"	Clean	No	Clean	15%	Clean	Clean	Clean
Golf Course									
214	L-59S	24"	5% Sand & Debris	No	Clean	Clean	10%	10%	5%
213	L-14	24"	10% Sand & Debris	No	10%	Clean	25%	10%	30%
212	L-14	42"	5% Sand & Debris	No	Clean	Clean	Clean	Clean	Clean
211	Box	42" - 42"	10% Sand & Debris	No	20%	10%	10%	10%	15%
210	L-11	42"	25% Sand & Debris	Yes	30%	10%	10%	60%	30%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
215	L-11	36"	30% Sand & Debris	Yes	20%	20%	20%	20%	10%
216	CE-85	36"	25% Sand & Debris	Yes	10%	10%	25%	Clean	5%
209	L-11	60"	40% Sand & Debris	Yes	50%	Clean	60%	20%	20%
208	Box	60" - 60"	10% Sand & Debris	No	35%	10%	10%	25%	35%
206	MHC	48" - 48"	35% Sand & Debris	Yes	70%	65%	25%	25%	75%
206A	Box	48" - 48"	25% Sand & Debris	Yes	40%	10%	25%	80%	N/A
191	Lake 49S	48"	30% Sand & Debris	Yes	40%	50%	25%	35%	35%
190	Lake 49S	48"	30% Sand & Debris	Yes	35%	10%	25%	40%	35%
192	Box	48" - 48"	10% Sand & Debris	No	45%	15%	10%	90%	75%
193	L-10	48"	10% Sand & Debris	No	30%	20%	10%	25%	35%
Treviso									
186	L-62	24"	Clean	No	Clean	Clean	25%	20%	10%
187	MHC	24" - 24"	10% Sand & Debris	No	25%	10%	25%	10%	30%
188	MHC	24" - 24"	10% Sand & Debris	No	10%	30%	10%	10%	20%
189	L-49N	24"	10% Sand & Debris	No	25%	20%	10%	Clean	30%
Golf Course									
195	CE-20AS	36"	10% Sand & Debris	No	5%				
194	L-10	36"	10% Sand & Debris	No	30%	25%	10%	5%	35%
196	L-10	48"	5% Sand & Debris	No	40%	15%	30%	35%	40%
197	L-40	48"	Clean	No	20%	25%	20%	10%	10%
198	L-40	48"	5% Sand & Debris	No	35%	30%	20%	10%	5%
199	Box	48" - 48"	25% Sand & Debris	Yes	20%	10%	10%	25%	20%
200	L-9	48"	50% Sand & Debris	Yes	50%	25%	40%	80%	80%
IL Trebio									
200A	L-9	24"	30% Sand & Debris	Yes	20%	Clean	Clean	75%	N/A
201	Box	24" - 24"	Clean	No	10%	Clean	10%	10%	Clean
202	MHC	24" - 24"	10% Sand & Debris	No	10%	Clean	10%	5%	Clean
203	MHC	24" - 24"	25% Sand & Debris	Yes	25%	15%	10%	10%	Clean
203A	MH	24" - 24"	10% Sand & Debris	No	5%	10%	Clean	10%	N/A
204	MH	24"	Buried / Clean	NO	100%	Clean	Clean	Clean	Clean

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
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Savona

242	L-3	24"	Clean	No	Clean	Clean	Clean	Clean	Clean
243	MHC	24" - 24"	10% Sand and Debris	No	10%	10%	10%	10%	5%
243A	MHC	24" - 24"	10% Sand and Debris	No	10%	10%	10%	10%	N/A
244	L-4	24"	20% Sand and Debris	No	10%	5%	10%	5%	Clean

Caminetto Ct.

254	L-76	24"	Clean	No	Clean	Clean	25%	10%	5%
254A	CS	24"	10% / 10% Sand and Debris	No	Clean	Clean	Clean	Clean	Clean
253	L-76	24"	10% Sand and Debris	No	Clean	10%	10%	80%	
252	GI MH	24" - 24"	Clean	No	5%	Clean	Clean	10%	75%
251	GI MH	24" - 24"	5% Sand and Debris	No	Clean	Clean	Clean	10%	35%
250B	MH & Curb	24" - 24"	10% Sand and Debris	No	10%	Clean	10%	60%	25%
250A	MH & Curb	24" - 24"	10% Sand and Debris	No	10%	Clean	35%	60%	75%
250	Lake 75	24"	Clean	No	Clean	Clean	30%	25%	35%

Caminetto

249	L-75	24"	Clean	No	Clean	Clean	Clean	Clean	Clean
249A	CS	24" - 24"	Clean / Clean	No	Clean	Clean	Clean	Clean	Clean
248	MHC	15"	10% Sand and Debris	No	20%	10%	10%	10%	35%
247	MHC	24"-24"-15"	25% Sand and Debris	Yes	20%	Clean	50%	10%	30%
247A	L-73	24"	30% Sand and Debris	Yes					

Luciano Way

255	L-73	24"	10% Sand and Debris	No	10%	10%	10%	5%	5%
256	L-69	24"	5% Sand and Debris	No	10%	Clean	10%	5%	5%
259	L-69	24"	10% Sand and Debris	No	10%	Clean	10%	90%	Clean

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
260A	Box	24" - 24"	Clean / Clean	No	Clean	Clean	20%	5%	N/A
260	Curb	24" - 24"	10% Sand and Debris	No	Clean	Clean	Clean	Clean	Clean
261	L-71	24"	85% Sand and Debris	Yes	90%	40%	90%	10%	85%
258	L-71	18"	Clean	No	10%	10%	Clean	Clean	Clean
257	L-72	18"	5% Sand and Debris	No	Clean	Clean	10%	10%	Clean
Main Entrance									
276	L-70	24"	10% Sand and Debris	No	10%	20%	25%	25%	10%
277	MHC	24" - 24"	25% Sand and Debris	Yes	20%	10%	35%	20%	25%
277A	MHC	24" - 24"	25% Sand and Debris	Yes	20%	15%	30%	25%	25%
278	L-74	24"	10% Sand and Debris	No	20%	30%	25%	85%	35%
Lucarno									
275	L-70	24"	25% Sand and Debris	Yes	30%	Clean	30%	65%	30%
274A	MHC	24" - 24"	25% Sand and Debris	Yes	10%	Clean	30%	10%	30%
274	MHC	24" - 24"	25% Sand and Debris	Yes	10%	Clean	25%	10%	35%
273	L-68	24"	10% Sand and Debris	No	25%	35%	10%	65%	80%
Cellini									
262	L-69	24"	10% Sand and Debris	No	20%	10%	10%	25%	10%
263	MHC	24" - 24"	10% Sand and Debris	No	10%	Clean	10%	10%	5%
263A	MHC	24" - 24"	25% Sand and Debris	Yes	20%	10%	20%	10%	Clean
264	L-67	24"	Clean	No	10%				
Felicita									
270	L-6	24"	Clean	No	10%	Clean	10%	Clean	5%
270A	MHC	24" - 24"	30% Sand and Debris	Yes	20%	Clean	10%	10%	25%
271	MHC	24" - 24"	25% Sand and Debris	Yes	10%	30%	10%	10%	25%
272	L-68	24"	5% Sand and Debris	No	Clean	30%	10%	10%	10%
266	L-66S	24"	5% Sand and Debris	No	10%	Clean	25%	10%	10%
265B	MHC	24" - 24"	10% Sand and Debris	No	20%	20%	20%	25%	Clean
265A	MHC	24" - 24"	5% Sand and Debris	No	30%	30%	20%	25%	10%
265AA	CS	24" - 24"	Clean / 10% Sand and Debris	No	Clean	Clean	10%	Clean	N/A
265	L-67	24"	Clean	No	25%	Clean	Clean	25%	5%

Structure #	Type	Pipe Size	2023 Condition	Recommend Cleaning	2022%	2021%	2020%	2019%	2018%
Celebrita / Livingston Rd.									
267	L-66	24"	Clean	No	10%	10%	Clean	Clean	5%
267A	CS	24" - 24"	5% / 5% Sand and Debris	No	10%	10%	Clean	10%	5%
269	Box DBL	24" - 24"	5% Sand and Debris	No	5%	15%	5%	25%	Clean
269A	Box DBL	24" - 24"	35% Sand and Debris	Yes	20%	20%	20%	20%	5%
269AB	Curb	24" - 24"	10% Sand and Debris	No					
269AC	Curb	24" - 24"	10% Sand and Debris	No					
269C	L-1	24"	Clean	No					

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

4C



M.R.I. Underwater Specialists, Inc.



5570 Zip Dr. Fort Myers, Fl. 33905
239-984-5241 (O) 239-707-5034 (C) 239-236-1234 (F)
Certified General Contractors- CGC 1507963

Mediterra CDD – ROV Outfall Structures
Work Completed 02/17/23
Video mailed 02/20/23

OS-COCO #1 to 10A towards Veteran's

42" concrete pipe – 270' length – This pipe is 3% full, no blockages in pipe.

10A to OS-COCO #1:

48" concrete pipe – 75' length – This pipe is clean, no blockages in pipe.

OS-OAK #2:

42" concrete pipe – 150' length – This pipe is 5% full, no blockages in pipe. New band in pipe.

OS-OAK #3:

42" concrete pipe – 100' Length – This pipe is 3% full, no blockages in pipe. New band in pipe.

OS-OAK #1:

42" concrete pipe – 500' length – This pipe is 5% full, no blockages in pipe.

OS-COCO #2:

42" concrete pipe – 155' length – This pipe is 10% full, no blockages in pipe.

Thank you for your business,

Mike Radford
M.R.I. Underwater Specialists, Inc.
5570 Zip Drive
Ft. Myers, FL
33905

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

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

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

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Operating	\$1,299,724	\$ -	\$ -	\$ 1,299,724
Investments				
BB&T - CDARS	1,497	-	-	1,497
31-Jan-23				
Revenue	-	419,297	-	419,297
Reserve	-	75,000	-	75,000
Series 2017 Note				
Reserve*	10,000	-	-	10,000
Series 2022				
Principal	-	-	3	3
Interest	-	-	489	489
Prepayment	-	-	886	886
Revenue	-	-	809,225	809,225
Due from general fund	-	10,338	15,327	25,665
Due from MS 2013	620	-	-	620
Due from MS 2022	930	-	-	930
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 1,315,117</u>	<u>\$ 504,635</u>	<u>\$ 825,930</u>	<u>\$ 2,645,682</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
<i>Mediterra South</i>				
General	-	620	930	1,550
<i>Mediterra South</i>				
Due to debt service - series 2013	10,338	-	-	10,338
Due to debt service - series 2022	15,327	-	-	15,327
Total liabilities	<u>25,665</u>	<u>620</u>	<u>930</u>	<u>27,215</u>
Fund Balances				
Restricted for:				
Debt service	-	504,015	825,000	1,329,015
Assigned				
3 months working capital	236,254	-	-	236,254
Future fire mitigation clean-up	80,000	-	-	80,000
Unassigned	973,198	-	-	973,198
Total fund balances	<u>1,289,452</u>	<u>504,015</u>	<u>825,000</u>	<u>2,618,467</u>
Total liabilities and fund balances	<u>\$ 1,315,117</u>	<u>\$ 504,635</u>	<u>\$ 825,930</u>	<u>\$ 2,645,682</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 JANUARY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 139,626	\$ 992,375	\$ 1,107,013	90%
Interest and miscellaneous	11	32	-	N/A
Total revenues	<u>139,637</u>	<u>992,407</u>	<u>1,107,013</u>	90%
EXPENDITURES				
Administrative				
Supervisors	1,076	3,229	9,900	33%
Management	4,164	16,658	49,973	33%
Accounting	1,392	5,567	16,700	33%
Audit	-	-	10,000	0%
Legal	1,543	2,318	10,000	23%
Field management	1,275	5,100	15,300	33%
Engineering	3,234	16,227	50,000	32%
Engineering-nature trail	8,346	23,464	169,480	14%
Trustee	-	-	10,000	0%
Dissemination agent	333	1,333	4,000	33%
Arbitrage rebate calculation	-	-	1,500	0%
Assessment roll preparation	417	1,667	5,000	33%
Postage	268	682	1,000	68%
Insurance	-	11,900	12,400	96%
Legal advertising	-	475	4,000	12%
Contingencies	150	420	2,500	17%
Annual district filing fee	-	175	175	100%
Website	-	-	705	0%
ADA website compliance	-	210	210	100%
Total administrative	<u>22,198</u>	<u>89,425</u>	<u>372,843</u>	24%
Water management				
Contractual services	17,379	58,662	240,000	24%
Aquascaping/cutbacks/pipe cleanout	2,500	6,589	100,000	7%
Conservation area fire mitigation clean up	-	-	80,000	0%
Lake bank erosion repairs	-	360	75,000	0%
Electricity	3,030	10,960	33,000	33%
Future aeration replacement	2,423	2,423	15,000	16%
Total water management	<u>25,332</u>	<u>78,994</u>	<u>543,000</u>	15%
Other fees & charges				
Property appraiser & tax collector	506	16,651	29,173	57%
Total other fees & charges	<u>506</u>	<u>16,651</u>	<u>29,173</u>	57%
Total expenditures	<u>48,036</u>	<u>185,070</u>	<u>945,016</u>	20%
Excess/(deficiency) of revenues over/(under) expenditures	91,601	807,337	161,998	
Fund balances - beginning	1,197,851	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	973,198	973,198	282,172	
Fund balances - ending	<u>\$ 1,289,452</u>	<u>\$ 1,289,452</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 JANUARY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 10,545	\$ 298,471	\$ 315,756	95%
Interest	833	2,435	-	N/A
Total revenues	<u>11,378</u>	<u>300,906</u>	<u>315,756</u>	95%
EXPENDITURES				
Debt service				
Principal	-	-	170,000	0%
Interest	-	66,218	132,438	50%
Total debt service	<u>-</u>	<u>66,218</u>	<u>302,438</u>	22%
Other fees & charges				
Property appraiser & tax collector	208	6,586	11,512	57%
Total other fees & charges	<u>208</u>	<u>6,586</u>	<u>11,512</u>	57%
Total expenditures	<u>208</u>	<u>72,804</u>	<u>313,950</u>	23%
Excess/(deficiency) of revenues over/(under) expenditures	11,170	228,102	1,806	
Fund balances - beginning	492,845	275,913	268,603	
Fund balances - ending	<u>\$ 504,015</u>	<u>\$ 504,015</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 JANUARY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 137,004	\$ 725,012	\$ 827,957	88%
Interest	640	1,947	-	N/A
Total revenues	<u>137,644</u>	<u>726,959</u>	<u>827,957</u>	88%
EXPENDITURES				
Debt service				
Principal	-	-	679,000	0%
Interest	-	69,482	138,964	50%
Cost of issuance	-	105,795	-	N/A
Total debt service	<u>-</u>	<u>175,277</u>	<u>817,964</u>	21%
Other fees & charges				
Property appraiser & tax collector	307	10,023	17,150	58%
Total other fees & charges	<u>307</u>	<u>10,023</u>	<u>17,150</u>	58%
Total expenditures	<u>307</u>	<u>185,300</u>	<u>835,114</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	137,337	541,659	(7,157)	
Fund balances - beginning	687,663	283,341	671,058	
Fund balances - ending	<u>\$ 825,000</u>	<u>\$ 825,000</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 February 15, 2023 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110.

Present were:

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 9:01 a.m. Supervisors Tarr, Gartland and Henry were present. Supervisor Wheeler was not present at roll call. Supervisor Greenberg was not present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes)

No members of the public spoke.

THIRD ORDER OF BUSINESS

Chairman's Comments

Mr. Tarr thanked Mr. Tilton and Mr. Nychyk, from Johnson Engineering, for the walkthrough of the preserves. He described the tour, which he found interesting and informative. Ms. Mary Dukes, of the MCA, accompanied them on the tour and was very impressed and stated she had never walked the preserve. Mr. Tarr suggested inviting the MCA Board if another tour is offered.

42 **FOURTH ORDER OF BUSINESS**

Consideration of Resolution 2023-02, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; Determining the Electronic Record to be the Official Record; and Providing for Severability and an Effective Date

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52 Mr. Tarr presented Resolution 2023-02 and read the title.

53 Ms. Willson stated this update to the CDD’s Records Retention Policy reflects current
54 case law and best practices. Wrathell, Hunt and Associates, LLC (WHA) serves as the Public
55 Records Custodian, along with its many roles. This policy clarifies the following:

- 56 ➤ An electronic copy is deemed the official copy, unless the CDD is required to keep a
57 paper copy of something that would apply to deeds, bond documents or original copies.
- 58 ➤ Transitory messages, such as Outlook meeting invites, can be deleted as soon as their
59 useful purpose is completed. This is important because records must be compliant with the
60 CDD’s Public Records Policy to prevent a lawsuit and the possibility of owing attorney’s fees in
61 the event of a public records request.

62 If using personal email addresses, Ms. Willson recommended Supervisors keep all CDD
63 business separate from their personal emails and computer and hard copy files by keeping their
64 CDD-related emails and electronic documents in one place/file on their personal computer and
65 keep hard copies in a file separate from their other files. She recommended forwarding copies
66 to WHA to retain, as the public records custodian, so that WHA can respond to public records
67 requests. If WHA does not have a copy of a record, the Supervisor is then the custodian of that
68 record and will be responsible for providing those records in response to a public records
69 request. The best practice is to keep everything in one place in their personal email and on their
70 personal computer and to also give a copy to WHA.

71 Mr. Tarr noted that Supervisors have CDD email addresses and asked if using those
72 simplifies the communication process. Ms. Willson replied affirmatively; her understanding is
73 that WHA retains duplicates of everything in the CDD email. Mr. Adams indicated that is correct
74 and stated, if a supervisor receives an email from a constituent, etc., any response should be
75 copied to the CDD email address to automatically bring the email into the WHA server.

76 Mr. Tarr asked Staff to provide all Supervisors with an email regarding how to access
77 their CDD email. While they cannot force Supervisors to do so, he will stop using his personal
78 email address. He believes this will simplify things and protect him.

79 Mrs. Adams noted the Supervisors’ email addresses are on the CDD website. Mr. Adams
80 will have Corporate provide the Board Members with their passcode.

81 Mr. Tarr asked who is the appointed records management liaison. Mr. Adams stated Ms.
82 Daphne Gillyard serves in that capacity and coordinates responses to public records requests.

83 Mr. Tarr noted many items that do not pertain to the CDD are on the list of items to be
84 retained and asked if they are provided as part of the general record schedule. Ms. Willson
85 replied affirmatively. The records retention policy will be adopted and modified to state that all
86 records will be retained because, with electronic storage and electronic copies, it is much easier
87 to retain all records. While certain documents can be deleted after a specified number of years,
88 it takes so much staff time that it makes more sense to retain all records, as opposed to paying
89 WHA to go through and delete records as they become eligible for deletion.

90 **Ms. Wheeler joined the meeting a few minutes after Ms. Willson began speaking.**

91

92 **On MOTION by Ms. Gartland and seconded by Mr. Henry, with all in favor,**
93 **Resolution 2023-02, as amended, Providing for the Appointment of a Records**
94 **Management Liaison Officer; Providing the Duties of the Records Management**
95 **Liaison Officer; Adopting a Records Retention Policy; Determining the**
96 **Electronic Record to be the Official Record; and Providing for Severability and**
97 **an Effective Date, was adopted.**

98

99

100 **FIFTH ORDER OF BUSINESS**

Update: Preserve Fire Reduction Program

101

102 Mr. Tilton stated Mr. Nychyk, a biologist with his firm, attended the tour of the
103 preserves and saw many areas that were previously cleared. A few areas that need attention
104 were noted but, other than a few fallen trees, the areas were in good shape so work can be
105 postponed at least one year. Mr. Nychyk suggested the Board consider that the only road
106 access for some homeowners to get out is beside a conservation area that has not been
107 addressed. Early on he thought areas behind the homes should be done first but now access to
108 enter and exit for residents and emergency equipment might be more difficult; some places
109 have vegetation on both sides of the road. Near Ms. Gartland’s home, the CDD owns the
110 property on the east side of Castellano Way and, if the CDD is inclined to do work on The Club’s

111 property on the west side, as Mr. Nychyk suggests, an agreement between the CDD and The
112 Club would be needed. Most of those areas are conservation areas already owned by the CDD.

113 Mr. Tarr asked if approval from the South Florida Water Management District (SFWMD)
114 is required. Mr. Tilton stated opinions vary; generally, a conservative, cautious approach is to
115 send them a modification advising that these areas are being added along roadways for access.
116 Under the SFWMD's rules and regulations following Hurricane Irma five years ago, they allow
117 removal of this type of material from conservation easements because, at that time, there was
118 a lot of material. These allowances are now built into new permits due to the recognized fire
119 hazard but the CDD's permits are older so allowances are not built in.

120 Mr. Tarr recalled that the MCA engaged in clearing after the CDD cleared in some of
121 these areas. Mr. Tilton recalled doing some work for the MCA but did not remember the exact
122 areas. Mr. Tarr believed the MCA cleared access roads six or seven years ago. Mr. Tilton stated
123 it was at least five years ago. Mr. Adams stated it was before Hurricane Irma.

124 Mr. Henry asked if Mr. Tilton indicated that the majority of the areas in need of
125 remedial action are CDD-owned. Mr. Tilton replied affirmatively and noted it is where the
126 conservation areas abut the roadway; only a minor amount is owned by the MCA. The long
127 stretch along the western side of Castellano Way is owned by The Club on the western side. Mr.
128 Tarr stated that road troubles him as there is no emergency exit in the northeast corner of
129 Mediterra and keeping that road safe is a major concern. Ms. Gartland agreed and noted that,
130 due to the abundance of vegetation on both sides of the road, there would be no means of exit
131 in the event of a fire on both sides of the road. Mr. Henry asked if it makes sense for the CDD to
132 take responsibility for all these areas and enter into an Agreement with The Club and the MCA
133 to fund the work on their property. Mr. Tarr stated that is a question for the Board.

134 Ms. Wheeler asked if any roads, besides Castellano Way, have this issue. Mr. Tilton
135 stated no other areas have overgrowth on both sides of the road at one time but several areas
136 along Corso have it on one side. Ms. Wheeler asked if any other roads could block egress. Mr.
137 Tilton stated there are no other areas with overgrowth on both sides but, if a fire is on one side
138 and smoke is blowing across the road, some will drive through it but some will not. Asked about
139 another route, Mr. Tilton stated, most places have an alternate means to exit but drivers exiting
140 the Brolio area who cannot go north or south might be somewhat trapped.

141 Asked about the total area to be cleared, Mr. Tilton stated the program behind the homes
142 involved clearing 26 acres, not including areas along the road. They can clear an area 30' wide

143 of the 60' width, as was done behind the homes. Mr. Henry suggested obtaining a bid. Mrs.
144 Adams felt that the cost to clear the small area would be minimal. Mr. Adams asked Mr. Tilton
145 to provide a list of areas to be cleared. Mr. Tilton stated the areas along the road are easier to
146 access than those behind homes and the easier access should reduce the cost per area.

147 Ms. Gartland asked if Castellano Way, where debris is on both sides of the road, is
148 considered the high priority area. She noted other conservation areas on the width, map that
149 have no homes and have not been addressed before. She asked if an estimate will be obtained
150 for everything or just Castellano Way.

151 Ms. Wheeler suggested obtaining one estimate for Castellano Way and another
152 including Castellano Way and every other area. Mr. Tilton concurred and suggested establishing
153 a line item for the area along Castellano Way. As an alternate, the other areas would be
154 tabulated and the Board can decide. Mr. Adams asked Mr. Tilton to provide the square footage
155 to be cleared by location. An ID number will be assigned to each location and costs tabulated to
156 assist in prioritizing projects.

157 Mr. Henry asked if funds are available in the budget. Mr. Adams replied affirmatively.
158 Mr. Tarr wondered if The Club would be interested in paying the expense. He noted that the
159 area of immediate concern is small. Ms. Wheeler supported obtaining pricing and consulting
160 The Club and noted that the CDD can do it if the area is very small and the cost is not high.

161 Mr. Henry asked if a not-to-exceed amount can be authorized. Mr. Adams replied
162 affirmatively and noted that obtaining bids will likely take until the next meeting. Mr. Tarr asked
163 if bids will be requested from known contractors. Mrs. Adams stated bids will be requested
164 from Cintron, EarthBalance and Premier.

165 Ms. Wheeler asked how much Cintron charged for the full preserve cleanup. Mr. Adams
166 believed it was approximately \$175,000. Ms. Wheeler asked if \$180,000 per year was
167 budgeted. Mr. Adams replied affirmatively.

168 Mr. Adams stated a motion is not needed. Staff will proceed and report back.

169 This item will be added to the Action Items.

170

171 **SIXTH ORDER OF BUSINESS**

Continued Discussion: Nature Trail and Board Walk

172

173

174 Mr. Tarr stated, during the preserve tour, attendees walked 2,000' into the preserve,
175 past the first viewing station and to the second, entering from the play park. He has a greater

176 understanding of the amount of burnable material in the preserve than he did before; it is
177 difficult to comprehend how thick it is unless you are actually in it. He was impressed with Gary
178 and Mr. Willis leading them through the preserves.

179 Mr. Henry was impressed with some of the vistas available if the project proceeds. He
180 believes residents will avail themselves to it, with the right solution. His concern about
181 proceeding is the cost; therefore, he thinks more resident input is needed before adding to the
182 assessments. If it is marketed properly, there is an opportunity to get positive resident input
183 that might encourage proceeding. He suggested obtaining renderings to show to residents at a
184 workshop. Ms. Wheeler asked if the Board should consider hiring a marketing company. Mr.
185 Henry stated he is in favor of hiring professionals to develop renderings and alternative
186 configurations of the trail and presenting the most feasible alternatives at a workshop.

187 Ms. Gartland stated she was impressed with what they saw on the tour. They saw a
188 vista with willows in the distance that was beautiful and she thinks a lot of people would like
189 that. As much as they do not want a phased approach, she thinks that, given the cost, the only
190 way they can probably proceed is start with an initial section with a viewing area and extend it
191 later. She is unsure about a survey due to The Club's surveys and resident reactions to spending
192 money. She fears residents will not say how much they like it until they know the exact cost.

193 Ms. Wheeler asked if it would be better to market the concept first. Ms. Gartland stated
194 she likes the idea of obtaining renderings, talking about the first stopping point and including
195 that in a survey and stating that this is what the Board is considering.

196 Mr. Tarr suggested tabling this so Mr. Greenberg's opinions can be heard, since he is a
197 strong advocate of the project.

198 Mr. Tilton stated his firm has landscape architects who can present options. Photos can
199 then personalize the renderings.

200 Discussion ensued regarding scheduling a workshop. Mr. Adams stated ten days' notice
201 is required to advertise. Mr. Henry suggested extending the length of the next meeting to allow
202 for a long discussion. Mr. Adams stated that it makes the most sense to encompass the
203 discussion within the meeting, following the business agenda, so that action can be taken, if
204 necessary. The Board was in agreement.

205 Mr. Tarr believed the primary issue is what will form the structure of the trail, such as
206 will it be wood chip or raised boardwalk. Mr. Tilton stated that is part of the Board's decision.

207 The first portion that they walked on the tour, down to the viewing area, would cost about
208 \$300,000 for mulch and \$750,000 for the boardwalk, including mitigation.

209 Mr. Tarr recalled the first 1,000' is primarily dry upland. Mr. Tilton stated, while it was
210 dry yesterday, there are times of the year when it will not be dry so it needs to be raised by one
211 way or another. Mr. Tarr asked if the boardwalk could be dry all year. Mr. Tilton replied
212 affirmatively and stated the path can also be dry all year and estimated that it would require an
213 average raising of 1.5' to make it dry most of the year.

214 Mr. Tarr asked how much annual maintenance it would need and noted a boardwalk
215 would be much more accessible. Mr. Tilton stated a mulch trail has very good access because
216 the mulch will be about 1' thick and packed and is wheelchair accessible. Asked how to prevent
217 it from going into the preserve, Mr. Tilton stated there would be about 2' of soil with grass on it
218 and a side slope down, but the mitigation is greater as there is a larger footprint with soil than
219 with a boardwalk. He does not recommend turf grass there. He recommends other types of
220 grasses and ferns on the slope. Stabilization will be needed; shrubs, such as myrtles, and large
221 grasses and trees can be planted so it looks like a mulch trail.

222 Mr. Tarr expressed his opinion that a boardwalk would be much easier for seniors.

223 Ms. Gartland discussed cypress tree "knees" and asked if a boardwalk would go over
224 them. Mr. Tilton stated the boardwalk can go over the "knees" or, in clearing for a mulch trail
225 on an earthen berm, some "knees" would be cut out. In five or more years, "knees" could come
226 up but that is part of the maintenance. In general, a mulch trail will be less expensive to
227 maintain than a boardwalk. He noted that, in a hurricane, if a tree falls the boardwalk will
228 probably survive but the handrail will not. Mr. Tarr stated a handrail is not required; the side
229 just needs to be elevated so people do not go off it.

230 Mr. Tarr asked where he can view a public walkway in a preserve to get a sense of a
231 mulch trail versus a boardwalk and other options. MCA General Manager Bill Bowden stated he
232 has years of experience with boardwalks in Pelican Bay and offered to take Mr. Tarr to view
233 them. The boardwalks are over water so it is a marine project and it has miles of boardwalks; it
234 is very popular for walking. There are other boardwalks within Pelican Bay that are wet some of
235 the time. Mr. Tilton stated there is a public boardwalk system at Six Mile Cypress, in Lee County
236 and the Nature Center and Planetarium have a boardwalk and mulch trail; they are open to the
237 public but there might be a slight fee.

238 Ms. Wheeler asked about a trail with broken sea shells. Mr. Tilton stated the trail does
239 not have to be mulch; there is a trail at Powell Creek Preserve in North Fort Myers that uses a
240 sandy shell material with no mulch. The trail is white instead of brown so it has a very different
241 appearance and it is very accessible for bicycling and walking.

242 Mr. Tarr commented that The Club is striving to be the best in Southwest Florida. The
243 community regards what they are doing, including the wall and everything else, as the best and
244 he thinks the CDD needs to follow The Club’s lead, if it is fiscally possible. Mr. Henry agreed and
245 stated, if the project costs \$750,000 and the cost is spread over two years, the average cost
246 would be \$400 per unit per year, which he believes would not be a major concern for
247 homeowners. Mr. Tarr stated it would be a special assessment. Mr. Henry stated, after taking
248 the tour yesterday, he is more supportive of the boardwalk alternative and now, hearing the
249 cost, he feels that might be the best option.

250 Ms. Wheeler echoed Mr. Tarr’s and Mr. Henry’s sentiments. In her opinion, a mulch trail
251 is not suitable. The consensus was to build a shorter, top-quality boardwalk. Ms. Wheeler felt
252 that, if they build it, residents will use it and there might be support to continue in the future.

253 Mr. Tilton stated he gave two options; all boardwalk or all soil with mulch or shell.
254 Combinations of the two is possible.

255 Mr. Tarr recalled that electricity can be run to the area and security cameras can be
256 installed, reducing the need to have security for protection on the path.

257

258 **SEVENTH ORDER OF BUSINESS**

**Discussion: Garbage and Construction
Debris Removal with Lucarno**

259

260

261 Mr. Willis stated, in January, The Club contacted security and asked for the lake to be
262 treated for algae and for trash to be removed. He inspected, submitted a work order and
263 SOLitude treated the algae soon after the request and the algae is almost completely gone.
264 Some minor trash bags were removed at that time. An email was received yesterday reporting
265 a lot of debris, trash and algae in the lake. He inspected and did not see any trash in the lakes,
266 as evidenced in pictures in the handouts. He sent a picture of an old fountain to Mr. Bowden;
267 he is unsure if they are working on it or if it is an old fountain they forgot to remove.

268 Mrs. Adams stated she will see if there is an Assignment Agreement with the
269 Association to have a fountain in the pond. Mr. Willis stated there is a fountain on Lake 71. Mr.
270 Tarr recalled an issue in Caminetto with London Bay installing fountains without permission; he

271 wondered if fountains were installed without an agreement. Mrs. Adams will look at her
272 records. Mr. Henry asked if the fountain will be removed. Mrs. Adams stated, if the CDD has an
273 agreement with the community, they can have a fountain but they must maintain it. If they do
274 not maintain it, the CDD has a right to remove it. Mr. Willis stated it was sitting on the bank; he
275 is unsure if they took it apart to fix something but it should have been left assembled.

276 Mrs. Adams stated she does not know why the resident is stating the lakes have been
277 neglected for years because this CDD really works hard. Mr. Tarr stated she was one of the
278 people who complained about the spike rush encroachment in the shallow lakes, which he
279 thinks Mr. Henry had behind his house too.

280 Mr. Tarr stated he walked the lake bank. It is clear with the water levels going down that
281 there are some old palm trees and the question is what is the CDD's responsibility regarding
282 addressing things like this in these lakes. Mrs. Adams stated, as the waters recede, SOLitude has
283 been instructed to remove hurricane debris; SOLitude will be reminded to proactively remove
284 debris. After Hurricane Irma, it took a very long time to get everything cleaned up.

285 Mr. Tarr noted a palm tree in Medici that is clearly out of the ground. Regarding the lake
286 banks in the pictures, he understands the issue. In his opinion, the banks are unsightly. He
287 asked what can be done if the Board wants to do anything about it. Mr. Tarr recalled that a lot
288 of money was previously spent installing pine straw, which defeated the purpose. Mrs. Adams
289 agreed and stated it creates a lot of algae.

290 Ms. Gartland felt that comments should not be taken personally as the resident does
291 not understand that the CDD Board cannot raise the water levels, as it is subject to rainfall and
292 the control system. In her opinion, the Board should think about long-term options, if anything
293 can be done.

294 Mr. Tilton agreed with Mrs. Adams' statement. One of the challenges with plants is
295 some complain about the appearance of the bigger plants that tolerate the water.

296 Mr. Henry asked if there is a way to balance the water among the lakes. Mr. Tilton
297 stated most of the lakes are interconnected with pipes; there are a few internal control
298 structures but it is a dry season. In dry season, it is common for almost all lakes to be down,
299 despite control structures, due to the groundwater seeking its own level. Mr. Willis stated they
300 struggle with this in Bonita National; there is a drop of nearly six feet and an incredibly different
301 visual from August to March. Mr. Tarr asked if it is more extreme further from the Gulf. Mr.
302 Tilton stated not necessarily; sometimes it can be less further from the Gulf depending on how

303 much and what other development occurred to hold water levels up or lower them. There are
304 parts of Golden Gate in southern Collier County that have lowered water levels fifteen to
305 twenty miles inland; other areas away from canals have water levels higher to the surface.

306 Ms. Gartland asked if groundwater levels are constant, other than seasonal fluctuation,
307 or if it is declining due to people pumping water. Mr. Tilton stated most people do not use the
308 surficial aquifer unless they are pumping out of the pond. Some communities use pond water
309 for irrigation and they tend to draw that water down and water comes in from groundwater
310 from elsewhere but theirs go down even further.

311 Mr. Tarr thinks Monterosso Lake is always higher than other lakes because The Club
312 keeps refilling it. Mr. Tilton stated, if they are using it for irrigation then they can replace it; if
313 one gallon is used, one gallon can be replaced from a lower aquifer but they are not supposed
314 to put in two gallons for the one taken out.

315 Mr. Henry suggested the only apparent solution is rock. Ms. Wheeler suggested riprap.
316 Mr. Tilton stated riprap is easier to use in Collier County than Lee County. Mr. Tarr stated
317 everything on the east side is in Collier County. Mr. Tilton stated he understands that but it is
318 important for the Board to plan with the knowledge that the rules for stormwater pond
319 maintenance and operations are different between the two counties.

320 Since it is primarily in Lucarno, Mr. Tarr wondered about asking the Lucarno Board to
321 subsidize the work. Mr. Henry stated he can bring it up as he is on the Lucarno Board but he
322 does not think there will be a high degree of receptivity. Mr. Tarr asked how much rock costs
323 per linear foot. The cost for riprap was estimated at \$100 per foot. The other challenge is that
324 riprap will be underwater part of the year and the following year it will be brown rock.

325 Regarding a previously mentioned construction debris issue, Mr. Willis stated Mrs.
326 Adams spoke with London Bay and they will address it.

327 Mr. Willis stated, during his lake assessment last year, the last lake on the north side of
328 east Mediterra had a lot of trash around a lake bank. He advised a construction worker and
329 they were picking up the trash before he left.

330

EIGHTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of December 31, 2022**

332

333

334 Mr. Tarr stated he thought it was agreed at the last meeting that the “Required bank
335 loan reserve” footnote is not necessary. Mr. Adams concurred; it is being removed but it

336 requires a wire agreement with the bank and a direction letter to return the required \$10,000
337 reserve and they are still holding, as of this morning. This is expected to be resolved within the
338 week. The \$10,000 will be shown as a cash receivable. Mr. Henry stated that is acceptable.

339 Mr. Adams stated there are no red flags to be concerned about and he thought the
340 collection percentage for December was a strong but collections are slower this year due to the
341 extended early-pay discount period. Compared to years past, collections seem to be down
342 about 10%. Expenses are at 15% of the annual expenditure budget. At 25% through the fiscal
343 year, the budget is in a good place. Mrs. Adams stated the Financial Analysis Report shows how
344 much money has been accounted for. Mr. Henry stated the CDD has roughly \$200,000. Mrs.
345 Adams stated that is the balance for the fiscal year so far. Referring to Page 2 of the December
346 Financials, she noted the Board discussed renaming "Future aeration replacement" to "Aeration
347 systems repair" but that cannot be done without a Budget Amendment, which will be
348 presented at the next meeting. When the budget is approved, it must be left as is. Mr. Adams
349 stated, while it can be changed, the formality of a Budget Amendment is required.

350

On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, the Unaudited Financial Statements as of November 30, 2022, were accepted.

351

352

353

354

NINTH ORDER OF BUSINESS

Approval of January 18, 2023 Regular Meeting Minutes

355

356

357

358 Mr. Tarr presented the January 18, 2023 Regular Meeting Minutes.

359

The following changes were made:

360

Line 83: Add "Jeffrey Pinder to" after "and"

361

Line 138: Change "Gartland" to "Wheeler"

362

Line 153: Insert "Mrs. Wheeler asked why we have not had fires in the past." before the

363 first sentence

364

On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor, the January 18, 2023 Regular Meeting Minutes, as amended, were approved.

365

366

367

368

TENTH ORDER OF BUSINESS

Staff Reports

369

370

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

372 There was no report.

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

374 Mr. Tarr asked if the County responded regarding the Imperial Basin project. Mr. Tilton
375 stated Collier County is proceeding with some structural replacement in The Estates, in the very
376 southern end of Imperial, which should allow for better operation and water removal in times
377 of high flow. Some structures are small and difficult to operate so the County will take them
378 over. They were previously owned and operated by the subdivision. Mr. Tarr asked if the
379 County will maintain the big structure the CDD cleaned. Mrs. Adams stated the County will do
380 all of them. The County did not provide a schedule but said they are responsible for cleaning all
381 the ditches, through the Roadway Maintenance Department. Mr. Tarr will ask Mr. Bowden to
382 have the MCA take an overhead picture of the structure.

383 Mr. Tilton stated it would not hurt to keep an eye on it. The County says it will take over
384 operation and maintenance (O&M) because of the roadway, which the County now has vested
385 interest in so they are more interested in performing the maintenance even though it is only an
386 easement on private property. Mr. Tarr observed that the CDD cleaned it and had no water
387 issues. Mrs. Adams stated it could not hurt to have a drone photo.

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

389 Mrs. Adams will confirm that the meeting room is available until noon.

- 390 • **NEXT MEETING DATE: March 15, 2023 at 9:00 A.M.**

- 391 ○ **QUORUM CHECK**

392 All Supervisors confirmed their attendance at the March 15, 2023 meeting.

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

- 394 • **Key Activity Dates**

395 The February Key Activity Dates Report was included for informational purposes.

396 Mrs. Adams and Mr. Willis reported the following:

- 397 ➤ Fire extinguishing balls have a three-year warranty, not a five-year warranty. A total of
398 25 balls were ordered based on the number of high-risk areas identified by SOLitude.

399 Asked if they must be on the rack, Mrs. Adams stated they will find out when the balls
400 are received; the 4" racks are included. They will also find out if the racks will fit.

- 401 ➤ The Proposed Budget should be on the April agenda.

402 Ms. Wheeler asked if the fire extinguishing balls are returnable if they do not fit. Mrs.
403 Adams stated they have 30 days to return them, as long as only one package is opened.

404 ➤ Regarding Canna Lily cut back, upon inspection, they do not need to be cut back now;
405 they will be re-evaluated in one month.

406 ➤ Cane toad removal commenced in February.

407 Mr. Willis stated he sent the schedule to The MCA to email to residents. Mr. Tarr felt
408 that it is important to tell residents what was collected because that seems to generate a lot of
409 good PR. Mr. Willis stated he sent the information to the MCA; and an annual summary is sent.

410 Cane toad disposal was discussed.

411 ➤ The interconnecting pipe inspection, which includes the ROV, should be completed by
412 the end of February. This item will be on the March agenda.

413 ➤ The grate at 10-A was installed on January 19, 2023

414 ➤ OS-Oak 2 and OS-Oak 3 repairs were completed on February 14, 2023. There were no
415 landscape issues; the excavator was used to pull the lids off the control structures.

416 ➤ The Lake 6 riprap project is awaiting County approval.

417 ➤ The Club was contacted for dates between April and May for bank restoration at Lake
418 #13, by the green.

419 ➤ Lake 55: An update is pending from Tom Lively regarding the status of the lake slope
420 restoration adjacent to Corso Mediterra Circle.

421 ➤ The GFCI Breaker Project is scheduled to commence next week. A revised quote for the
422 required vegetation cutback around the boxes was requested from SOLitude. SOLitude
423 provided a proposal with the locations of boxes outside the conservation areas and stated no
424 cutbacks are needed for the boxes inside the conservation areas.

425 A comment was made that this makes no sense since Mr. Tilton discovered the Forestry
426 Service recommends a 30' clearing around those boxes. When the work order is received the
427 project will commence.

428 Mr. Tarr asked if the SFWMD will accept the Forest Service's recommendation and allow
429 a 30' clearing. Mr. Tilton stated SOLitude will not take everything out; palmettos can be
430 removed and sabal palms can be trimmed. He will not remove trees as they are not as quickly
431 combustible. Mrs. Adams will make sure they know to remove ground cover, such as mulch and
432 pine straw. Mr. Tarr stated, when they were going out to bid, he was unclear because Mr.
433 Nychyk wanted palm trees hanging lower than 90 degrees cut but he did not specify at what
434 height. He saw pole saws of different heights. If the CDD expects to get a quote from Cintron,

435 the more the expectations are defined, the easier it will be. Ms. Wheeler agreed and stated, if
436 they define it, Cintron is more than willing to do it.

437 Mr. Henry asked if it would be difficult to reorganize the Key Activity Report. Mrs.
438 Adams stated it is a lot of work. Mr. Tarr asked if it is possible to highlight the items that are
439 coming up. Mr. Adams stated items within 60 days will be highlighted.

440 Mr. Tarr asked if Mr. Tilton will automatically address Cortile Court and report his
441 findings. Mr. Tilton stated he will check with Mr. Nychyk and he will prepare the annual report.
442 Mr. Tarr noted it is due to the SFWMD on June 30, 2023, meaning the Board needs it the
443 meeting before. Mr. Tilton asked if the Board wants it before it is sent to the agency. Mr.
444 Adams stated it should just be sent. Ms. Gartland stated there are specific requirements so it
445 should just be sent to the agency. Mr. Tarr suggested the Board be informed if the report is up
446 to standard. Mr. Tilton stated the Board will be told and there is no problem sending a copy.
447 They can complete the report a month early, if the Board wants it. Ms. Gartland stated the
448 Board only wants to know if there is a problem.

449

450 ELEVENTH ORDER OF BUSINESS

Action/Agenda or Completed Items

451

452 Regarding Item 2, Mr. Tilton was advised there is no more specific timeframe.

453 Discussion ensued regarding the meeting call-in number for Supervisors. Mr. Adams
454 stated it is sent to the Supervisors the day before the meeting.

455 Ms. Wheeler left the meeting.

456 Regarding Item 11, Mr. Tilton stated they can talk with the SFWMD as they go through
457 the process but the last time they talked to them, none of the documentation they can find has
458 a plan or a walkway. Had there been a planned design, that area probably would not have been
459 included as part of the mitigation. He does not see that area as a possibility. Ms. Gartland
460 suggested the item be moved to completed and a new item be created to indicate that nothing
461 was found but it will be attempted again, when the application is completed.

462 Regarding Item 18, Ms. Gartland stated the Board discussed whether to complete one-
463 third at a time. Mrs. Adams stated the Board decided to do the entire project once every three
464 years. Mr. Henry noted that the budget will include one-third every year.

465 Mr. Tarr asked if Mr. Tilton is concerned about mitigation in the future such that, if they
466 try to add another 1,000', they will not find a mitigation bank or is he concerned that the

467 mitigation cost could double. Mr. Tilton stated he does not anticipate a time when mitigation
 468 will not be available; however, the price will increase. Mr. Tarr asked if anybody monitors the
 469 mitigation banks and asked if private businesses provide the service. Mr. Tilton stated
 470 mitigation banks are private businesses but they are highly regulated; the advantage to
 471 agencies like them is that they have a large staff that does the maintenance and annual reports
 472 and the financial side is very regulated. Part of what is paid for when buying a mitigation credit
 473 is putting money in a reserve account for perpetual maintenance on that property. The
 474 agencies have fewer places to go to; years ago, mitigation was done on site but the agency had
 475 many sites to inspect. By putting it into a mitigation bank, they have fewer places to inspect.

476 Mr. Tarr asked who would know where the CDD’s mitigation occurred. Mr. Tilton stated
 477 they would know which bank it is in; he does not think they go to the level of detail regarding
 478 which exact plot of land the CDD got. They do it on a credit basis. Ms. Gartland asked if there is
 479 a “Provided by Mediterra CDD” designation. Mr. Tilton stated it is a ledger and they have so
 480 many acres a credit; every time they sell some credits, they get taken off the ledger. At some
 481 point, they use up that ledger and then mitigation at that location is done.

482

TWELFTH ORDER OF BUSINESS

Old Business

483

484 There was no old business.

485

THIRTEENTH ORDER OF BUSINESS

Supervisors’ Requests

486

487 Mr. Willis stated SOLitude just sent an email advising that they removed the debris from
 488 the lakes at 9:45 a.m. this morning.

489

FOURTEENTH ORDER OF BUSINESS

Public Comments (3 minutes)

490

491 There were no public comments.

492

FIFTEENTH ORDER OF BUSINESS

Adjournment

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<p>On MOTION by Ms. Gartland and seconded by Mr. Henry, with all in favor, the meeting adjourned at 10:43 a.m.</p>

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Secretary/Assistant Secretary

Chair/Vice Chair

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS

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 14, 2023	Workshop Field Trip to Potential Hiking Path	1:30 PM
February 15, 2023	Regular Meeting	9:00 AM
March 15, 2023	Regular Meeting	9:00 AM
April 19, 2023	Regular Meeting	9:00 AM
May 17, 2023	Regular Meeting	9:00 AM
June 21, 2023	Regular Meeting	9:00 AM
August 16, 2023	Public Hearing & Regular Meeting	9:00 AM

Exception

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

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

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D**

MEDITERRA CDD

Key Activity Dates

Updated: March 2023

Highlighted boxes indicate current and upcoming projects within 60 days

Description	Reference	Submit To	Due Date	Date
Cane Toad Removal	SOP	N/A	The Cane Toad & Tadpole removal project is scheduled to commence in February. 2 night visits per month (February through November). Program will include 18 visits.	2/23 thru 11/2023
Wetland Maintenance	SOP	N/A	Wetland Maintenance as required by SFWMD is to be performed at a minimum of two times per year.	4/2023 & 10/2023
Lake & Wetland Contract	SOP	N/A	Solitude Lake & Wetland Contract set to expire January 31, 2024. Required sealed bidding in October 2023 and Board agenda item for consideration January 2024.	10/2023 & Agenda item 1/2024
Elide Fire Extinguishing 4" Ball (Standard Bracket)	SOP	N/A	Elide Fire USA Extinguishing Ball and comes with a three year warranty. All Aeration Boxes with this equipment will be reviewed and fire balls replaced every three years. Current Cost \$95.00 each.	2/2023 install 1/2026 expires
Annual Financial Report April Agenda Item	190.008/218.32 & 39	Florida Department of Financial Services	45 days after the completion of the Annual Financial Audit but no more than 9 months after end of Fiscal Year. Auditor placed on notice of deadline being no later than April 30th annually, and provided in their May agenda package for Board's consideration/approval.	Due 6/1/2023
Proposed Budget April Agenda Item	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by June 15th each year.	6/15/2023
O & M Assessment letter	SOP	N/A	Staff to provide Chairman's draft assessment letter to the Board 48 hours in advance of mailing to the Residents of proposed increases. Notices must be mailed thirty days in advance of meeting to adopt the budget and received by WHA (Corporate) forty days in advance of the hearing date.	7/1/2023 draft notice to Chairman & 7/7/23 notice to WHA
Assessment Roll Certification	Local County requirement.	Local County Tax Collector	For most counties, submission and certification of the annual assessment roll is due by September 15th each year.	9/15/2023
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2023

Adopted Budget	189.016, 189.418 & 200.065	Due to local governing authority (county or municipality)	Due to local governing authority (county or municipality) by October 1st each year.	10/1/2023
TRIM Compliance Report	200.068	Department of Revenue, Property Tax Oversight, Trim Compliance Section	No later than 30 days following the adoption of the property tax levy ordinance/resolution (if levying property taxes)	10/15/2023
Canna Lilly cut back	SOP	N/A	Seasonal cut back and removal of large stands of Canna Lilly on lake banks owned by the District, to reduce seasonal unsightliness and promote new lush and vigorous growth. Program to be considered/completed between February & March of each year if necessary.	Feb. & March Annually
Qualified Public Depositor Annual Report to CFO	280.17	Department of Financial Services- Division of Treasury - Collateral Management.	By November 30 of each year, file annual report for the period ending September 30, 2023	11/30/2023
Fiscal Year Annual District Filing Fee and Update Form	190,189.064 & 189.018 & Chapter 73C-24, F.A.C.	Florida department of Economic Opportunity (Special District Accountability Program)	Annual filing fee of \$175 is paid to the Florida department of Economic Opportunity. The filing of the Update Form is required to verify the status of the Special District and to update any changes (including changes to the registered agent). Filing Fee invoice and Update Form is mailed out by the State on October 1st of each year. The fee and form are due and must be postmarked by the following December 3rd.	12/3/2023
Laptop @ MCS	SOP	MCA GM Bill Bowden	Mr. Adams to create a cloud link on the website and will upload records of proceedings. This project is still in progress however the Webmaster is reviewing all items at this time to ensure ADA Compliance. Upon speaking with Corporate, the Webmaster has not been able to provide an estimated completion date.	On-going
Certification of District Registered Voters	190(3)(a)(2)(d)	District receives annually from the local Supervisor of Elections	Due April 15th of each year and must be read into the record at a regularly scheduled meeting (no additional filing is required)	4/15/2023
Interconnecting Drain Pipe/Outfall Structures inspection and cleanout	SOP	N/A	Annual inspection and clean out of all lake and wetland interconnecting drain pipes and control structures, that are owned and operated by the District, where the percentage of pipe block exceeds 25%. This is to include annual ROV inspections of all outfall structures.	1/17/2023 thru 6/2023

Bank Stabilization Project	SOP	N/A	Bank restoration @ North Hole #18 by Green on Lake 13 (as of 2022 current proposal cost \$11,875.00 and does not include sod, which will be installed by Thomas Lively, Director of Agronomy. Lake 13 rescheduled to be completed between 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. Section 701(g) The District shall maintain such liability, casualty and other insurance as is reasonable and prudent for similarly situated independent special districts of the State. Within the first six months of each fiscal year (April 1), the District Manager shall file with registered owner of the 2022 Note (the "Owner") a compliance certificate as confirmation of the insurance coverages relating to the 2012 Project, such compliance certificate to include, without being limited thereto, a schedule of all insurance policies required by the Indenture which are then in effect, stating with respect to each policy the name of the insurer, the amount, number, and expiration date, and the hazards and risks covered thereby. Section 701(j) Furnish a copy of the District's audit by June 30 of each year to Owner. Section 701(k) Provide copy of annual budget to Owner within 45 days after commencement of each fiscal year (November 14). Budget must specifically detail the series 2022 assessments and any other special assessment levied by the District w/ respect to such fiscal year. Section 701(l) District shall maintain records with respect to the Series 2022 Assessments which shall be updated as Series 2022 Assessments are collected. The records shall detail Series 2022 Assessments (i) levied to date on a parcel-by-parcel basis, and (ii) collected to date. An annual report setting for the foregoing information will be provided to the Owner at such times, and in such format as the Owner may reasonably request. Section 701 (m) Commencing with the tax roll adopted during calendar year 2022, the District shall provide the Owner the certified assessment roll detailing the Series 2022 Assessments, if any, to be imposed for each tax year within 30 days of the date the such roll becomes available.</p>	April 1, May 1, June 30 November 1, November 14, and 30 days from certification of assessment roll annually
Bonds - Arbitrage	IRS Regulation	IRS - if a rebate is due.	<p>The Bond Indenture refers to IRS rules which state an issuer must pay (an Arbitrage) rebate installment for computation dates that occur at least once every 5 years. Rebate payments are due within 60 days after each computation date. The final rebate payment for an issue is due within 60 days after the issue is discharged. See IRS Regulation Section 1.148-3(e) through (g).</p>	

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

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

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

**ACTION/AGENDA
OR
COMPLETED
ITEMS**

MEDITERRA CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	STAKEHOLDER	ONGOING	COMPLETED	MTG DATE MOVED TO COMPLETED
1	03.01.18	ACTION	Remove "Completed" items 6 months or older from Action List & move to Archive List.	Admin Staff	X		
2	01.16.19	ACTION	Take annual sediment samples only at outfall lakes w/ muck & Lake 35 at same time & reduce water quality samples to once in July except Lake 55 adding Sept., only if issues. Staff: Provide year-over-year nitrogen & phosphorous tables. 01.18.23 Per Mr. Tilton: Being completed February to May.	Mr. Tilton	X		
3	03.03.21	ACTION	Board: Include Mrs. Adams/Mr. Willis/Mr. Greenberg in email requests to Mgt. Mrs. Adams: Respond to requests indicating person who will give info. Mr. Willis: Track all requests.	Mrs. Adams Mr. Willis	X		
4	03.03.21	ACTION	Email mtg agenda to Chair 3 days before sending to BOS.	Admin Staff	X		
5	03.03.21	ACTION	Review CDD website for accuracy & notify MCA GM of cancelled meetings/date changes to e-blast to residents.	Mr. Willis	X		
6	04.21.21	ACTION	Obtain unit pricing for all contracts moving forward.	CDD Staff	X		
7	04.21.21	ACTION	Add cloud link on website & upload record of proceedings. 11.16.22 Check status & provide update at next meeting.	Webmaster	X		
8	01.19.22	ACTION	Work with MCA Manager to ensure Staff has an opportunity to proof communications before they are sent out.	Mr. Adams	X		
9	04.20.22	BOTH	Have MRI revise/update Inspection Rpts to include ROV of outfall structures. 05.18.22 Done but keep as action item.	Mrs. Adams	X		
10	11.16.22	ACTION	SOLitude: Add implementing fire break around each box & provide photo documenting when completed. 01.18.23 Solitude: Provide quote to clear foliage around aeration compressor equip. Order & install Fire Extinguishing Balls. Add cost to schedule & add to Key Activity Dates for budgeting.	Mrs. Adams SOLitude	X		
11	11.16.22	ACTION	Include Mr. Greenberg in email chain if fire incident happens so he can alert the Board.	Mr. Bowden	X		
12	1.18.23	ACTION	Install GFCI Breakers on aeration boxes. Solitude quote approved and waiting for schedule to complete.	Mrs. Adams	X		
13	1.18.23	ACTION	Remove "2017 Note" & footnote Unaudited Financials.	Mr. Adams	X		
14	1.18.23	ACTION	Updated GIS maps to be distributed to Board upon receipt.	Mrs. Adams	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	02.10.22	ACTION/AGENDA	Mr. Tilton: Identify areas not covered by a prior easement. Ms. Willson: Prep Easement Agmt or doc to incorporate 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. 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 homeowners, as Lease Agmt was not needed. Ms. Willson: Present the License Agmt w/ MCA on the next agenda.	Mr. Tilton Ms. Willson Mr. Lemus		X	10.19.22
2	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
3	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
4	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
5	09.07.22	ACTION	Audits: Include subsequent event disclosures & stylistic changes to future audits.	Auditor Mr. Adams		X	10.19.22
6	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
7	09.07.22	ACTION/AGENDA	Staff: Have "Caution Sign" installed before rocks at Lake 6 on CDD property & 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
8	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
9	09.07.22	ACTION	Ensure accounting paid Cintron the \$25,000 due.	Mrs. Adams		X	10.19.22
10	09.07.22	ACTION	Investigate, correct, present updated July & August Unaudited Financial Statements at next meeting.	Mr. Adams		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
11	09.07.22	ACTION	Reformat Action Items List.	Mr. Willis		X	10.19.22
12	09.07.22	ACTION	Review Action Items & identify completed items prior to the meeting start time.	Mrs. Adams Mr. Willis		X	10.19.22
13	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
14	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
15	09.07.22	BOTH	Present insurance renewal information on the next agenda.	Mr. Adams		X	10.19.22
16	09.07.22	BOTH	Revise title in Professional Services Agmnt & new design routes for Nature Trail.	Mr. Tilton		X	10.19.22
17	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
18	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
19	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
20	10.19.22	BOTH	Ensure chart listing lake number and surrounding neighborhood is included in the back of the agenda package.	CDD Staff		X	11.16.22
21	10.19.22	ACTION	Send her email to Cintron to Board and inform Mr. Cintron of the Board's position regarding payment.	Mrs. Adams		X	11.16.22
22	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
23	10.19.22	ACTION	Submit request to Accounting to cut manual check to Cintron.	Mr. Adams		X	11.16.22
24	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

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
25	05.18.22	BOTH	Response regarding maintenance for East "Wet Ditch" was pending. This will be on the September agenda. 09.07.22 Mrs. Adams to contact the County for an update. 10.19.22 Response from County is pending. 1.18.23: County Road Department is responsible for all drainage ditches.	Mrs. Adams		X	1.18.23
26	11.16.22	BOTH	Present formal fire suppression systems presentation.	Mrs. Adams		X	1.18.23
27	11.16.22	ACTION	Research reason assessment revenue is short is because late payment has not been deposited.	Mr. Adams		X	1.18.23
28	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	1.18.23
29	09.07.22	ACTION	Annual Resident Letter: Paragraph about alligators in lake.	Mr. Adams		X	1.18.23
30	11.16.22	ACTION	Email cause of equipment overheating to the Board.	Mrs. Adams		X	1.18.23
31	11.16.22	ACTION	Send Tarr & Gartland, SOLitude Rpt w/ photo of each cabinet.	Mrs. Adams		X	1.18.23
32	11.16.22	ACTION	Send write up about Mr. Tilton to Mr. Bowden for newsletter.	Willis/ Bowden		X	1.18.23
33	11.16.22	ACTION	Tell Club CDD will remove 2 dead conservation area trees.	Mr. Greenberg		X	1.18.23
34	11.16.22	ACTION	Ask London Bay to remove construction debris at Lakes 71 & 72, on the side of control structure 258 and 257.	Mrs. Adams		X	1.18.23
35	11.16.22	ACTION	Give # to the Florida Fish and Wildlife to Ms. Gartland.	Mr. Willis		X	1.18.23
36	11.16.22	ACTION	Provide language about alligators in the stormwater ponds to Mr. Greenberg to include in the annual newsletter.	Ms. Willson		X	1.18.23
37	04.20.22	BOTH	Keep Activities List reminder: Confirm County road work completed & install riser at outfall structure COCO 1. 05.18.22 MRI: Inspect & submit riser proposal. 10.19.22 MRI waiting on correct riser from manufacturer. 01.18.23 : Riser replaced by County but grate missing. Mrs. Adams: Advise when grate will be installed. Landscape restoration might be necessary.	Mrs. Adams		X	2.15.23
38	04.20.22	ACTION	Try convincing SFWMD that walking trail in conservation area is a permitted use in original plan but CDD is just doing it now. 05.18.22 Research records/determine if walking trail was in original plan. 01.18.23 Research found no plan or text that shows any passive recreation in conservation areas.	Mr. Tilton		X	2.15.23

