

**MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held Virtual Public Hearings and a Meeting on August 19, 2020 at 9:00 a.m., at <https://us02web.zoom.us/j/84180992482> and 1-929-205-6099, meeting ID 841 8099 2482.

Present were:

Robert Greenberg	Chair
Ken Tarr	Vice Chair
Thomas H. Van Tassel	Assistant Secretary
Mike Bishko	Assistant Secretary
Mary Wheeler	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Tammie Smith	Operations Manager
Alyssa Willson	District Counsel
Andy Tilton	District Engineer
Mike Radford	M.R.I. Underwater Specialists, Inc. (MRI)
Charlotte Tarr	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 9:02 a.m. Supervisors Greenberg, Tarr, Van Tassel and Wheeler were present. Supervisor Bishko was not present at roll call.

In consideration of the COVID-19 pandemic, this meeting was being held virtually, via Zoom, and telephonically, as permitted under the Florida Governor's current Executive Orders, allowing local governmental public meetings to occur by means of communications media technology, including virtually and telephonically. The meeting was advertised to be held virtually and telephonically and the meeting agenda was posted on the District's website.

SECOND ORDER OF BUSINESS

Chairman's Comments

Mr. Greenberg made the following comments:

- Congratulations to Mr. Tarr for his elevation to Vice President of the Mediterra Community Association (MCA).

MEDITERRA CDD

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- Residents were very appreciative of the toad control program. The Board and Staff were commended for acting swiftly with good results.
- A resident expressed their opinion that the assessment increase was a big percentage. Such a small increase should not focus on percentages but rather on results; a good percentage of the assessment increase funded the toad control program.
- Mr. Tarr was commended for taking the initiative with Ponds 47 and 48 and for his continued leadership both on the CDD Board and at the MCA.

THIRD ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-09, Ratifying and Approving Board Actions at a Duly Advertised Meeting of the Board of Supervisors Held on June 17, 2020, and All Other Actions Taken by the Board

Mr. Greenberg presented Resolution 2020-09. Mr. Adams stated that a member of the public had technical difficulties attempting to call in at the last meeting. This Resolution would ratify all actions taken at the last meeting.

On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, Resolution 2020-09, Ratifying and Approving Board Actions at a Duly Advertised Meeting of the Board of Supervisors Held on June 17, 2020, and All Other Actions Taken by the Board, was adopted.

- **Discussion: Policy for Lake Bank Replanting by Adjacent Property Owners within CDD Lake Tract**

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

Mr. Greenberg stated several property owners asked to replant on property adjacent to CDD lakes. He recalled previous discussions regarding adopting a policy to preserve the CDD’s Right-of-Way (ROW) access for lake and lake bank maintenance. Mr. Adams discussed a recent encroachment request for which the District issued a Letter of No Objection (LONO) because the encroachment would not impede the District’s access for lake maintenance.

Mr. Greenberg stated he supported establishing a policy authorizing Staff to issue a LONO upon determining that no easement access issue would exist. He supported letting the MCA Architectural Review Committee address planting issues. Mr. Tarr stated the MCA rejected the easement encroachment request due to the quantity of trees proposed.

Ms. Willson stated, as this topic was on the agenda, the Board could determine and implement a policy today for adoption, via resolution, at the next Board meeting. Mr. Greenberg stated the resolution would state that the CDD would rely on the MCA to determine the appropriateness of plantings adjacent to CDD property, with the only caveat that each application be presented to the District Manager for a determination of the implications on CDD access and, if the request does not impede access, Staff may issue a LONO.

Mr. Greenberg felt that the issues were access, plantings on CDD property and plantings on CDD easements and suggested the following:

1. District Staff would never approve requests for plantings within easement areas or on CDD property if District access would be impeded.
2. Plantings on CDD property would require Board approval.
3. In the easement area, previous plantings may be replaced with “like for like” plants.
4. In the easement area, new plantings would require Board approval.

Mr. Greenberg suggested formalizing the following CDD policy and resolution at the next meeting:

1. Authorizing Staff to issue a LONO for “like for like” planting in easement areas that do not affect access.
2. New plantings on District property must come before the Board.
3. Authorizing Staff to issue a LONO for replacement of existing plantings in easement areas or on District property that do not affect access.

On MOTION by Mr. Greenberg and seconded by Mr. Tarr, with all in favor, implementing a policy, as discussed, and presenting a Resolution at the next meeting, was approved.

Mr. Tarr stated he would advise the MCA of the Board’s decision.

- **Discussion/Consideration: Lake 47 and 48 Inspection Results and Interconnect Structure Cleaning Proposal**

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

Mr. Greenberg thanked Mr. Tarr, Mr. Tilton and Mrs. Adams for their work addressing this issue. Discussion ensued regarding overflow and the survey. Mrs. Adams stated that this proposal would be included in the District’s regular inspection and cleaning protocol for these structures. Mr. Radford responded to questions regarding the proposal.

On MOTION by Mr. Van Tassel and seconded by Ms. Wheeler, with all in favor, the Lake 47 and 48 Inspection Results and Interconnect Structure Cleaning Proposal, in the amount of \$2,800, was approved.

- **Discussion/Consideration: Updated Proposal for Padova Interconnect Structure Lake 25 to Lake 26**

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

Mr. Greenberg stated this repair was discussed at the last meeting Mr. Adams discussed the project timeline and budgetary considerations.

On MOTION by Ms. Wheeler and seconded by Mr. Van Tassel, with all in favor, the Updated Proposal for Padova Interconnect Structure Lake 25 to Lake 26, in the amount of \$78,000, was approved.

- **Discussion: Calabria Neighborhood Interface with Preserve**

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

Mr. Greenberg disclosed that he owns a unit in Calabria, facing the preserve in question. Some residents approached their Board with fire concerns, given the proximity of the preserve to lanais. HOA President Mr. Lou Clerico asked if residents could cut in the preserve and he advised Mr. Clerico that residents were prohibited from cutting in the preserve but Staff could assess the area in conjunction with the wildfire prevention plan.

Mrs. Adams discussed the photos provided and stated that no dead material was found in the preserve. Trees and foliage encroaching onto adjacent property required pruning at Calabria 3921. Discussion ensued regarding preserve boundaries, the CDD performing the work and billing the HOA to ensure compliance with permits, whether the area was surveyed and marked, etc. Mr. Tarr noted a similar issue in Brendisi.

Mr. Greenberg asked Mr. Adams to contact Mr. Clerico, advise him of the Board’s consensus and present a proposal surveying, marking and pruning. If the HOA was interested in proceeding, a letter agreement would be appropriate.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2020/2021 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2020-10, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2020-10. He reviewed the previous revisions to the proposed Fiscal Year 2021 budget, which were from the last meeting.

The following changes to the proposed Fiscal Year 2021 budget were made today:

Page 2, “Capital Outlay-Drain Pipe Repair”: Change “37,500” to “78,000”

Page 2, “Future aeration replacement”: Change “57,840” to “17,340”

The fund balance of \$59,960 and the year-end balance of \$168,079 would remain unchanged. The proposed assessments would remain as follows:

On-roll: \$820.00

Off-roll: \$766.97

Mr. Greenberg stated the adjustments were based on discussions with vendors and the useful life of equipment. He discussed the District’s ability to utilize reserves.

Discussion ensued regarding The Club’s off-roll assessments, whether the CDD could place those assessments on-roll, payment and property tax bill time frame, etc. Mr. Tarr asked whether The Club paid for toad removal and mediation on the golf cart path. Mr. Adams stated that The Club did not and estimated that the amount due was approximately \$15,000; his requests for status updates were ignored. Mr. Greenberg stated he would speak with the President of The Club regarding payment for toad removal. Ms. Willson stated the CDD could initiate the collections process if The Club does not pay. Mr. Greenberg asked if that would include a demand letter, lien and lawsuit/foreclosure. Ms. Willson responded affirmatively. Mr. Adams would forward correspondence regarding the cart path to Mr. Greenberg.

Mr. Greenberg opened the Public Hearing.

No members of the public spoke.

Mr. Greenberg closed the Public Hearing.

On MOTION by Mr. Van Tassel and seconded by Mr. Tarr, with all in favor, Resolution 2020-10, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2020/2021, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Mailed Notice(s) to Property Owners

The affidavit of publication and Mailed Notice were included for informational purposes.

C. Consideration of Resolution 2020-11, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2020/2021; Providing for the Collection and Enforcement of Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Greenberg opened the Public Hearing.

No members of the public spoke.

Mr. Greenberg closed the Public Hearing.

On MOTION by Ms. Wheeler and seconded by Mr. Bishko, with all in favor, Resolution 2020-11, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2020/2021; Providing for the Collection and Enforcement of Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

**MEDITERRA CDD
SEVENTH ORDER OF BUSINESS**

August 19, 2020

Consideration of Resolution 2020-12, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2020/2021 and Providing for an Effective Date

Mr. Greenberg presented Resolution 2020-12.

On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, Resolution 2020-12, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2020/2021 and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Discussion: Policy for Lake Bank Replanting by Adjacent Property Owners within CDD Lake Tract

This item was presented following the Fourth Order of Business.

NINTH ORDER OF BUSINESS

Discussion/Consideration: Lake 47 and 48 Inspection Results and Interconnect Structure Cleaning Proposal

This item was presented following the Fourth Order of Business.

TENTH ORDER OF BUSINESS

Discussion/Consideration: Updated Proposal for Padova Interconnect Structure Lake 25 to Lake 26

This item was presented following the Fourth Order of Business.

ELEVENTH ORDER OF BUSINESS

Discussion: Calabria Neighborhood Interface with Preserve

This item was presented following the Fourth Order of Business.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2020

Mr. Greenberg presented the Unaudited Financial Statements as of June 30, 2020. The financials were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of June 17, 2020 Virtual Public Meeting Minutes

Mr. Greenberg presented the June 17, 2020 Virtual Public Meeting Minutes. Supervisors would submit additional changes after the meeting. The following changes were made:

Line 44: Change “to see” to “would yield”

Line 89: Insert “Supervisor Wheeler made a recommendation that Johnson Engineers do a survey between Lake 47 and Lake 48 in order to determine the elevation between the two lakes.” after “boxes.”

Line 138: Change “the remediation” to “the Cane Toad remediation”

Line 139: Insert “path encroachment remediation” after “cart”

Line 224: Insert “preparation of a” after “including”

On MOTION by Mr. Van Tassel and seconded by Ms. Wheeler, with all in favor, the June 17, 2020 Virtual Public Meeting Minutes, as amended to include the edits previously submitted to Management and edits from today’s meeting, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

Ms. Willson stated that the Governor continued the waiver of in-person quorum requirements through October 1, 2020.

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

Mr. Greenberg asked how the Governor’s extension of the Emergency Order would affect the permitting for Lake 74. Mr. Tilton stated he would continue monitoring the Governor’s actions and, as long as the Emergency Orders continue, there would be no change of status. Mr. Greenberg asked Mr. Tilton if he heard the rumor that the County may fill in an island that would impact the two Mediterra entrances. Mr. Tilton stated that he did not hear the rumor. Discussion ensued regarding the possible project, the preference for a traffic light and the safety of the intersection. Mr. Tarr stated he would ask the MCA.

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

There being nothing further to report, the next item followed.

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

• **Key Activity Dates**

The June Key Activity Dates Report was included for informational purposes.

Mr. Tarr asked Mrs. Adams to amend the Financial Highlights Report to reflect that the actual Special Assessment due dates as October 25 and April 25 each year.

Mrs. Adams introduced Ms. Tammie Smith, the new Operations Manager. Ms. Smith provided a brief summary of her skills and background. Discussion ensued regarding delegation of duties and responsibilities.

FIFTEENTH ORDER OF BUSINESS

Action/Agenda or Completed Items

Mrs. Adams would update the Action/Agenda/Completed Items list after the meeting.

SIXTEENTH ORDER OF BUSINESS

Old Business

There being no old business, the next item followed.

SEVENTEENTH ORDER OF BUSINESS

Supervisors' Requests

Per Mr. Tarr's request, an item would be added to the Key Activity Dates Report to discuss offering a discount to The Club for off-roll billing during the Fiscal Year 2021/2022 budget discussions.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

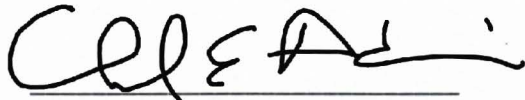
There being no public comments, the next item followed.

NINETEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Ms. Wheeler and seconded by Mr. Van Tassel, with all in favor, the meeting adjourned at approximately 10:26 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair