

**MINUTES OF MEETING  
MEDITERRA  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on March 3, 2021 at 3:00 p.m., outside, adjacent to the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110.

**Present were:**

Robert Greenberg	Chair
Ken Tarr	Vice Chair
Mike Bishko	Assistant Secretary
Mary Wheeler	Assistant Secretary
Vicki Gartland	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Cleo Adams	Assistant District Manager
Tammie Smith	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Andy Tilton	District Engineer
Mike Radford	M.R.I. Inspection LLC (MRI)
Brenda Radford	M.R.I. Inspection LLC
Stephen Light (via telephone)	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:06 p.m. All Supervisors were present in person.

**SECOND ORDER OF BUSINESS**

**Chairman's Comments**

Mr. Greenberg highlighted various agenda items and other matters, which resulted in proceeding with the following actions:

➤ Cane Toad Program Update: The schedule would be finalized today and would be emailed to the Board and the HOA to post to its website, upon receipt. The first visit was scheduled for sometime in March.

➤ Process to Report Non-working Aeration Units: A process would be implemented for residents to report non-working aeration units around the golf course and community directly to the District Manager.

Mr. Adams would work with the MCA to disseminate information to the residents regarding how to report issues, such as possibly posting the process on the MCA website. SOLitude may need to increase the number of inspections.

This item would be included on the next agenda.

➤ Process to Communicate Between Board Members and Staff: Going forward, the following would occur:

✓ Board Members would copy Mrs. Adams, Ms. Smith and Mr. Greenberg on email requests to ensure issues are being addressed expeditiously.

✓ Mrs. Adams would send an immediate response indicating who is responsible for providing information that is not readily available.

✓ Ms. Smith would track those requests.

➤ April Agenda Item: Mr. Bishko's seat would be declared vacant at the April meeting.

➤ Proposed Agendas: The following would occur:

✓ Management would email the proposed agenda to Mr. Greenberg to vet three days prior to sending it to the Board.

✓ Board Members would email items to go on the agenda to Mr. Greenberg before the deadline.

➤ Correct Name on Tax Notice: Mr. Adams would send a formal letter requesting Mediterra CDD's legal name is corrected and used on notices, as there was no response to the email request. This item would be included on the next agenda.

➤ Board Members were asked to review the draft minutes prior to the Board meetings and submit their edits before the meeting.

**THIRD ORDER OF BUSINESS**

**Public Comments [3 minutes per person]**

No members of the public spoke.

**FOURTH ORDER OF BUSINESS**

**Discussion: Fiscal Year 2020 and 2021 Operations Financial Impact Analysis with Breakdown of September Actual Costs Versus Budgeted Amount**

Mrs. Adams presented the Fiscal Year 2020 and 2021 Operations Financial Impact Analysis Report. Future Reports would include the date the Report was prepared.

**FIFTH ORDER OF BUSINESS**

**Discussion/Consideration: Bank Restoration of Lake 13**

Mrs. Adams presented the Anchor Marine Environmental Services, Inc. (AMES) proposal, distributed during the meeting, and identified the Lake 13 location as being adjacent to North Hole #18. A credit for the sod cost would be requested before proceeding with the project. The Golf Course Superintendent confirmed that the sod would be secured and laid at no expense to the District.

**On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, Anchor Marine Environmental Services, Inc. Proposal #2091, to install the geo-filter tube for bank restoration at Lake 13, subject to Staff negotiating a credit for the cost of sod, in a not-to-exceed amount of \$11,875, was approved.**

**SIXTH ORDER OF BUSINESS**

**Discussion/Consideration: M.R.I. Inspection LLC 2021 Inspection Report and Proposals to Clean Storm Drain Structures with 25%**

Mrs. Adams presented the M.R.I. Inspection LLC (MRI) 2021 Interconnect Inspection Report and proposal to clean storm drain structures with 25% or more blockage. Upon review, the following actions would occur:

- Revise future Reports to include:
  - ✓ The pipe size.
  - ✓ Historical data from the last five years.
  - ✓ A legend page that defines abbreviated information.

✓ The correction of the scrivener’s error regarding Structure #142 Lake 43 to indicate the 24” pipe is 80% filled with concrete mix.

➤ Structure #94-Lake 32: Mrs. Adams would contact The Club to have the felt in the grate, located in the bunker, replaced.

➤ Structure #142 Dispersing into Lake 43: Mr. Adams would contract the MCA and London Bay Representatives and place them on notice to begin monitoring builder and pool installer activities to ensure they are no longer discharging into Mediterra drain structures. If they continue discharging, the District would begin billing for the cleanup costs.

**On MOTION by Mr. Tarr and seconded by Ms. Gartland, with all in favor, M.R.I. Inspection LLC proposal #2470 to clean all storm drain structures identified with a rating of 25% or more blockage, in a not-to-exceed amount of \$30,700, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Discussion/Consideration: Padova Drainage Pipe Remediation Options**

Of the three options presented to remediate the Padova drainage pipe, the Board chose to proceed with installation of ABS piping, which was less expensive and the option Mr. Tilton recommended, as Collier County and the South Florida Water Management District (SFWMD) considered that a maintenance item and did not require the permit to be modified.

Mr. Radford and Mr. Tilton gave an overview of the project and responded to questions about the condition of the pipe, the repair process, the landscape remediation process, cost and the maintenance crew requesting the current boulders for landscape use.

There was a discussion regarding asking the MCA to contribute to the landscape remediation costs, using funds from its reserve funds allotted for that street. Mr. Radford to provide the project schedule to Mr. Adams so he can give advance notice to the affected parties.

**On MOTION by Mr. Tarr and seconded by Ms. Wheeler, with all in favor, M.R.I. Construction Inc Proposal #209 to install new parallel pipe at Brolio Lane, to replace the current pipe, in the amount not-to-exceed \$78,000, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Discussion: Fishing in CDD Stormwater Lakes**

In response to a prior request for clarification of the policy regarding fishing in CDD stormwater lakes, Mr. Greenberg suggested informing residents that fishing in the CDD stormwater lakes is a permitted practice, under the District’s statute and permit; however, approval must be obtained to fish on Golf Course property. In the event of an incident, Mr. Greenberg stated the District’s insurance would apply. He mentioned the assumption of risk.

Ms. Willson referred to the park in the community and stated that the District could compromise its tax-exempt status on the bonds if it prohibits public access to fish in the same way residents may fish.

**NINTH ORDER OF BUSINESS**

**Discussion: Website Posting**

Due to concerns about outdated information on the District website, Ms. Smith would review the website for accuracy, on an ongoing basis, and notify Mr. Richards of cancelled meetings or date changes so the cancellation or change can be e-blasted to residents.

**TENTH ORDER OF BUSINESS**

**Discussion: Staff/Board Member Communication**

This item was addressed during the Second Order of Business.

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2021**

Mr. Greenberg presented the Unaudited Financial Statements as of January 31, 2021.

**On MOTION by Mr. Tarr and seconded by Mr. Bishko, with all in favor, the Unaudited Financial Statements as of January 31, 2021, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of November 18, 2020 Regular Meeting Minutes**

Mr. Greenberg presented the November 18, 2020 Regular Meeting Minutes. Mrs. Adams distributed edits previously submitted to Management and during the meeting.

**On MOTION by Mr. Bishko and seconded by Ms. Wheeler, with all in favor, the November 18, 2020 Regular Meeting Minutes, as amended to include edits submitted to Management and edits made during the meeting, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

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

There being no report, the next item followed.

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

- **Continued Discussion: Extension of Veterans Parkway and Potential Impacts to Mediterra**

Mr. Tilton reported the following:

- There was no further update on Veterans Parkway.
- Regarding the proposed extension of the western outfall structure and connection, the plans were to have an outfall pipe that would make the flow better than it exists today.
- The permit indicated a change in the new Veterans outfall pipe size to 48”.
- He would work with Ms. Willson and Mr. Adams to determine the legal rights for the District to request inspecting the outfall pipes from the Imperial side and under the roadway, in order to establish a baseline, before and after the outfall work is completed, and to determine how to approach them with this request.
- A proposal to inspect the five outfall structures utilizing video would be obtained.

Mr. Tilton stated that the State was working on widening US 41 and planned a minimal easement parallel to the conservation area.

- **Lake 74 Permit Update**

**This item was an addition to the agenda.**

The Engineer advised Mr. Tilton and Mr. Adams that the permit was on the County Commission’s agenda for review. This would remain on the CDD’s agenda to continue tracking

the permit process. Due to COVID-19 and other Executive Orders, the permit is valid through 2024. Requesting a permit extension would extend validity through 2026.

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

- **NEXT MEETING DATE: April 21, 2021 at 3:00 P.M.**
  - **QUORUM CHECK**

Supervisors Gartland, Wheeler, Greenberg and Tarr confirmed their attendance at the April 21, 2021 meeting.

Discussion ensued regarding declaring Mr. Bishko’s seat vacant, at the next meeting, and the process and criteria to appoint a new Board Member. The Board agreed to Mr. Greenberg contacting Mr. John Henry to determine his interest in being appointed to the Board.

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

- **Key Activity Dates**

Mrs. Adams presented the March Key Activity Dates Report. She would update the Report after the meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Action/Agenda or Completed Items**

Items 9, 10, 11, 12, 13, 16, 17, 19, 20, 21, 23 and 24 were completed.

Item 2: Reassigned ongoing task to update the District laptop located at the MCA office to Ms. Smith. Mr. Adams would contact Janelle, at the MCA, to discuss potentially taking on the roll of downloading digital files to the laptop.

Item 4: Mr. Tilton would inspect Lake #3 today for any degradation.

Mrs. Adams was asked to have the District map updated and, once completed, have it emailed to the Board and posted on the CDD website.

**FIFTEENTH ORDER OF BUSINESS**

**Old Business**

There being no old business, the next item followed.

**SIXTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Ms. Gartland asked Mr. Tilton if the District needed to inform the SFWMD of the MRI pipe installation project that the Board just approved. Mr. Tilton replied no, it is considered maintenance.

**SEVENTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

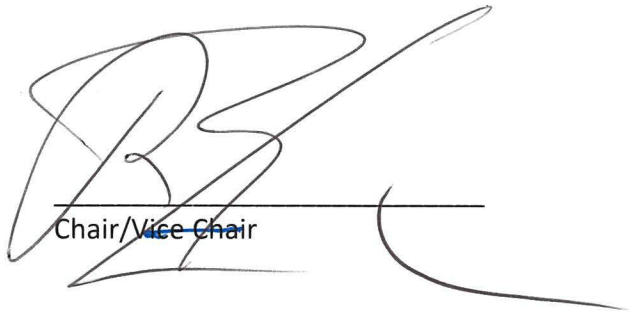
There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Tarr and seconded by Ms. Gartland, with all in favor, the meeting adjourned at 5:08 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



  
Secretary/Assistant Secretary

  
Chair/Vice Chair