

MEDITERRA

COMMUNITY DEVELOPMENT DISTRICT

November 20, 2024

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

November 13, 2024

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 November 20, 2024 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 per speaker*)
3. Vice Chairman's Comments
4. Administration of Oath of Office to Newly Elected Supervisors (John Henry - Seat 3, Victoria Gartland - Seat 5) (*the following will be provided in a separate package*)
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - B. Membership, Obligation and Responsibilities
 - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
5. Consideration of Resolution 2025-01, Declaring a Vacancy in Seat 4 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date
6. Consider Appointment of Qualified Elector to Fill Vacant Seat 4; *Term Expires November 2028*
 - Candidate(s)
 - A. Stephen R Light [15138 Brolio Lane]

- Administration of Oath of Office to Appointed Supervisor
- 7. Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date
- 8. Discussion/Update: Lake 33 Bank Restoration
- 9. Discussion: CDD Letter to Residents/FAQs
- 10. Discussion/Update: JEI Proposal for Stormwater System Comprehensive Evaluation
- 11. Update: Johnson Engineering, Inc. Water Quality Report
- 12. Status/Update: Iguana Presentation
- 13. Acceptance of Unaudited Financial Statements as of September 30, 2024
- 14. Approval of October 16, 2024 Regular Meeting Minutes
- 15. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - Continued Discussion: Insurance Policy
 - B. District Engineer: *Johnson Engineering, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - 2024 Operations Financial Impact Analysis
 - Breakdown/Summary Report
 - Update: Aquatics Report
 - NEXT MEETING DATE: December 4, 2024 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		<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 Report

16. Action/Agenda or Completed Items
17. Old Business
18. Supervisors' Requests
19. Public Comments *(3 minutes per speaker)*
20. 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 BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
MEDITERRA COMMUNITY DEVELOPMENT DISTRICT DECLARING A
VACANCY IN SEAT 4 OF THE BOARD OF SUPERVISORS PURSUANT
TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING
AN EFFECTIVE DATE**

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

WHEREAS, on November 5, 2024, three (3) members of the Board of Supervisors (the “Board”) were to be elected by the Qualified Electors of the District, as that term is defined in Section 190.003, Florida Statutes; and

WHEREAS, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

WHEREAS, at the close of the qualifying period, two (2) Qualified Electors qualified to run for the three (3) seats available for election by the Qualified Electors of the District; and

WHEREAS, pursuant to Section 190.006(3)(b), Florida Statutes, the Board shall declare one seat vacant, effective the second Tuesday following the general election; and

WHEREAS, a Qualified Elector is to be appointed to the vacant seat within 90 days thereafter; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seat available for election as vacant.

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

SECTION 1. The following seat is hereby declared vacant effective as of November 19, 2024:

Seat #4 (currently held by Robert Greenberg)

SECTION 2. Until such time as the District Board nominates a Qualified Elector to fill the vacancy declared in Section 1 above, the incumbent Board Member of the respective seat shall remain in office.

SECTION 3. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 20th day of November, 2024

ATTEST:

**MEDITERRA COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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Cleo,

It was good to meet you today after the CDD board meeting. Per the Board's request, I've attached my most recent resume for your review and distribution.

I have been a resident of Mediterra since 2013 and a full time resident since 2020. I am a full golfing member of the Club.

As Ken Tarr and John Henry mentioned, we served together on the MCA Board. Of note, my tenure with the MCA board included the leadership of the Comcast Fiber Optic digital infrastructure conversion project which successfully converted Mediterra's original copper wire telecommunications infrastructure, into a fiber optic digital backbone, resolving numerous internet bandwidth and speed issues for the residents, and through coincident negotiations of a ten year service contract, saving more than \$9.0 million dollars over ten years versus what the residents were paying as individual Comcast customers. I also led the Election Transformation Committee special project for the MCA during which my team of volunteers, including Mary Wheeler, recreated a much-improved director election process. Several of our recommendations were adopted and remain in use.

I served only one term with the MCA, leaving so that I could care for my wife who has had Alzheimer's disease since 2007. As I've placed her in a residential facility two years ago after many years of being a sole caregiver, once again, I have the time, and the energy to devote to the community I care very much about.

Stephen Light

425-802-3706

STEPHEN R. LIGHT
15138 Brolio Lane
Naples, FL 34110
425-802-3706

- 2014 – 2017 WATERJET HOLDINGS, INC., Kent, Washington, a wholly owned company of American Industrial Partners, a private equity firm, Chairman of the Board,
- 2008 – 2012 XERIUM TECHNOLOGIES, INC. Raleigh North Carolina, Chairman, President and Chief Executive Officer, NYSE listed, global manufacturer of mechanical and woven consumables for the paper manufacturing industry. Significant operational and financial restructuring
- 2003 – 2007 FLOW INTERNATIONAL CORP., Kent, Washington, Chief Executive Officer and President, NASDAQ, listed, world's leading producer of high pressure waterjet machine tools for aerospace, construction and manufacturing. Significant operational and financial restructuring
- 2000 – 2002 OMNIQUIP TEXTRON, INC., Port Washington, Wisconsin, Chief Executive Officer and President, construction equipment manufacturer. Significant operational and financial restructuring, prepared for sale to JLG
- 1999 – 2000 BUCYRUS INTERNATIONAL CORP, South Milwaukee, Wisconsin, Chief Executive Officer and President, global manufacturer of ultra large surface mining equipment used in coal, copper, iron, diamond and oil sands mining
- 1997 – 1999 HARNISCHFEIGER INDUSTRIES, INC, Milwaukee, Wisconsin, Vice President and General Manager, global manufacturer of ultra large surface mining equipment
- 1986 – 1996 EMERSON ELECTRIC COMPANY, St. Louis, Missouri, Vice President and General Manager, defense contractor to US and allied militaries, producer of electronic warfare, ground based missile launchers, Patriot missile subsystems, and off road transport vehicles
- 1985 – 1986 N.V. PHILLIPS, Juarez, Mexico, General Manager of large scale Macquilladora operation, manufacturer of consumer electronics and televisions
- 1968 – 1985 GENERAL ELECTRIC COMPANY, Fairfield, Connecticut, various positions, industries and locations including aerospace and defense, appliances, consumer electronics, medical devices

Education:

City University of New York, 1963 – 1965
Colorado State University, B.S. Mechanical Engineering 1968
University of Louisville, Masters in Engineering Graduate program, 1970-1971
Wharton Business School, University of Pennsylvania, Advanced Management Program

Public Company Boards

Flow International – NASDAQ, retired
Western Garnet Heavy Metals – Toronto stock exchange, retired
Manitex International - NASDAQ – resigned when appointed to Xerium Technologies
Xerium Technologies – NYSE, retired
Waterjet Holdings, - retired

Affiliations

Association for Manufacturing Technology, Washington, DC, - director
Association of Equipment Manufacturers, Milwaukee, WI - director
Children's Hospital of Wisconsin, Milwaukee, Wisconsin, - director

Cardinal Stritch University, Milwaukee, Wisconsin, - director
National Association of Corporate Directors, Washington, DC – Leadership Fellow
Paper Machine Clothing Association (PMCA), Paris, France, Vice Chairman
Mediterra Community Association, Vice President, Secretary
Mediterra Golf Club, Human Resources and Risk committee
Naples Holocaust Museum and Cohen Learning Center - Trustee

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
MEDITERRA COMMUNITY DEVELOPMENT DISTRICT ELECTING
AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR
AN EFFECTIVE DATE.**

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

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

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

SECTION 1. The following is elected as Officer of the District effective November 20, 2024:

_____ is elected Chair
_____ is elected Vice Chair
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary

SECTION 2. The following Officer shall be removed as Officer effective November 20, 2024:

Robert Greenberg Chair

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Chesley "Chuck" Adams Secretary

Craig Wrathell Assistant Secretary

Craig Wrathell Treasurer

Jeff Pinder Assistant Treasurer

PASSED AND ADOPTED THIS 20TH DAY OF NOVEMBER, 2024.

ATTEST:

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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From: mftmw3 <mftmw3@gmail.com>

Sent: Monday, October 28, 2024 9:51 AM

To: Cleo Adams <crismond@whhassociates.com>

Cc: Brad Bua Bell <bradbella1412@comcast.net>; Tade Bua-Bell <tade@johnrwood.com>; Bill Bowden <billb@mediterraca.com>

Subject: Mediterra November CDD Meeting

Cleo,

Yesterday, I met with the homeowner at 15201 Medici to discuss concerns about the state of the "HOA" landscaping.

After review, it was clarified that none of the areas in question are actually owned by the homeowner.

Here is a summary of the issues observed:

- Cul-de-sac Area:** This area is owned by the MCA. The grass at the end of the Medici cul-de-sac shows visible ruts caused by heavy machinery used in the recent CDD repair project. Additionally, three crinum lily plants in this area were damaged.

- Lake Bank Condition:** This area is owned by the CDD and maintained by the Medici HOA. The lake bank behind 15201 Medici has also sustained damage from the machinery used in the project.

Could we add these items to the agenda for the next Mediterra CDD meeting?

Thank you,

Mary Wheeler

Sent from my iPhone

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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Dear Members of the Mediterra Community Development District,

The Mediterra CDD Board of Supervisors would like to update you on the following:

Storm-water System – Despite significant rainfall this summer, including two major hurricanes, Mediterra’s storm-water system operated properly to prevent flooding in the community. A multi-year active program to inspect, clean and maintain the series of pipes which connect to the lakes has paid off. The CDD system of interconnected lakes operates by gravity. Storm water can flow into or out of a lake in multiple directions depending on the height of the water in adjacent lakes. Water eventually flows out of the community via 5 outfall structures. **The CDD cannot control the level of the lakes, which are self-regulating.** Therefore, maintaining the drain pipes is very important to ensure the system operates as designed.

Mediterra CDD Board Vacancy - The Board consists of five seats. In the November election, three seats were up for election, however only two people filed their applications to be on the ballot. The Board has a vacant seat which will be filled by the Board of Supervisor appointment. Anyone interested in being considered by the CDD Board, should contact any Supervisor listed below.

Fiscal Year 2025 Assessment: There was no assessment increase for the 2025 fiscal year which began on October 1st. Our balance sheet is in excellent condition, with adequate unassigned cash to meet unforeseen events. The CDD does not have reserves, per se. Your assessment shows up on your county real estate tax bill under Non-Ad Valorem Assessment. The CDD annual operating charge is \$1,286.96. The total amount includes payment for any outstanding CDD bond debt on your property. If you desire to pay off the bond debt, please email: estoppels@whhassociates.com and provide the District’s name and parcel number.

Cane Toads, Iguanas and Alligators: The CDD continues to fund a successful program to suppress the population of invasive Cane Toads in Mediterra. Cane Toads, which secrete a toxin that can kill pets when ingested, are not native to Florida. They have no natural predators and therefore can crowd out the native population of Southern Toads. Since this program started in 2020, the number of Cane Toads has decreased significantly and the population of Southern Toads has rebounded.

Another non-native species is the Iguana. The CDD has voted to fund an initial investigation into the population of Iguanas in Mediterra. We have requested the input of a naturalist from The Conservancy of Southwest Florida to determine the extent of the threat of the Iguanas. Iguanas eat plants on a massive scale, which results in less oxygen in the environment and deprives pollinators, such as butterflies, of food sources. They are also known to chew through underground cables; sidewalks, seawalls and foundations can be at risk.

Alligators are native to Florida and help to maintain a balanced ecosystem. We remind members to always be aware of their surroundings and do not leave children unattended by the lake banks. **If you have any concerns about an alligator in one of the lakes, call the Florida Fish and Wildlife Conservation Commission at (866)-392-4286. Or visit their website at www.myfwc.com/alligator.**

Homeowner Responsibilities: Many homes have drainage pipes which move rainwater or other runoff away from their structures into the lakes. The CDD is responsible for the lake and the lake bank immediately adjacent to the lake. Homeowners are responsible for the remainder of the property to a point adjacent to the lake bank, which is usually where the grass or landscaping ends. Drainage pipes running from the home to the lake must be properly installed and maintained by the homeowner in order to prevent unnecessary erosion to the lake bank. CDD staff conducts inspections of the lakes and will inform homeowners if they have a drainage pipe that needs to be submerged or repaired.

Mediterra has many new residents. Please see the attached FAQ to familiarize yourself with the CDD. If you have any questions or concerns, or would like more information about the Board, please contact any of the Supervisors, or the District Staff at 1 (877) 276-0889 or [www.info@mediterracdd.net](mailto:info@mediterracdd.net)

Kenneth Tarr, Vice Chair
Mary Wheeler, Supervisor
John Henry, Supervisor
Victoria Gartland, Supervisor
Vacant Supervisor seat

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road; suite 410W, Boca Raton
(239) 464-7114
<https://www.mediterracdd.net>

FREQUENTLY ASKED QUESTIONS (FAQ)

Q: What is a Community Development District?

A: A community development district (“CDD”) is an independent special-purpose unit of local government, most often established at the request of a developer or landowner with governmental approval. CDDs offer a cost-effective means of providing for the financing and management of major infrastructure systems and services to support the development of new communities. The original developer of Mediterra was required by state law to establish a CDD in each of Collier and Lee counties. When the law changed in 2016, the Mediterra Community Development District was formed by the merger of the two, districts effective in 2018. The merger saved the community approximately \$57,000 per year in avoided duplicate costs.

Q: What is the Purpose of The Mediterra CDD?

A: The Mediterra CDD was established to manage the 1,675 acres of preserve and lakes in Mediterra. The CDD financed, constructed and now, maintains the public infrastructure required to manage storm-water flow in the community. Storm-water in Mediterra is managed through a series of interconnected lakes and structures. In addition, the preserve, which is also maintained by the CDD, buffers storm-water flow while providing habitat for a diverse community of wildlife.

The CDD also developed and implemented a fuel load reduction plan to limit the risk of wildfire in the preserve adjacent to Mediterra residences.

Q: How is the CDD governed?

A: The Mediterra CDD is governed by a five-person Board of Supervisors. Supervisors are elected in accordance with section 190.006 of the Florida Statutes for three-year terms during the general election in November. The CDD meets monthly and board meetings are noticed and open to the public. Board members are considered local elected officials for purposes of financial disclosure and the Sunshine Law. All CDD records are available for public inspection during normal business hours. Meeting minutes, budgets and other information can also be found on the CDD website: <https://www.mediterracdd.net/>

Q: Does the CDD have staff?

A: The CDD has a District Manager, Chuck Adams, and administrative staff through a contract with Wrathell, Hunt and Associates. The CDD retains Johnson Engineering and Kutak Rock LLP, for engineering and legal services, respectively.

Q: How is the CDD funded?

A: Initial development and infrastructure were funded through a series of bonds issued in 1999, 2001 (refunded and reissued as Series 2012 bonds) and in 2003 (refunded and reissued in 2013). The bonds are repaid through annual special assessments on the land included on the tax bill. Ongoing funding of annual operations and maintenance is done through the levy of assessments also included on the tax bill.

Q: Why does Mediterra have the Mediterra Community Association (MCA) and a CDD?

A: The MCA established under Chapter 720 of the Florida Statutes does not have the CDD's broad range of powers and options to effectively finance and manage major capital improvements. For example, the homeowners' association does not have: the CDD's authority to finance, acquire, construct, operate and/or maintain large storm-water infrastructure; the CDD's ability to issue tax-exempt bonds; the CDD's sovereign immunity protection; or the CDD's ability to levy and collect special assessments on the tax roll.

Q: Where do I find my annual assessment for the CDD?

A: The fiscal year for the CDD is October 1 through September 30. A budget is developed during June and July and a public hearing regarding the budget is held in August. A notice with the proposed operations and maintenance (O&M) assessment for each property is sent out in July from the Office of the District Manager along with the date of the August public hearing. The assessment is also listed on your tax bill which you can also look up on the county appraiser's website. You can also contact the Office of the District Manager at (561) 571-0010 for the assessment. The District Manager can also provide you with more information on how much of your assessment is used for the bonds and how much is used for annual O&M.

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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November 14, 2024

Chuck Adams
Director of Operations
Wrathell, Hunt and Associates
9220 Bonita Beach Road, Suite 214
Bonita Springs, FL 34135

This letter provides the results of the 2024 wet season water quality (WQ) sampling of four (4) stormwater treatment outfall ponds (L-24, L-37, L-52, and L-55) and one (1) additional stormwater treatment pond (L-35) located in the Mediterra CDD, as depicted on the sampling map provided as **Attachment 1**. Copies of the laboratory analytical reports for the water quality samples are provided in **Appendix A**.

I. PURPOSE & SCOPE OF WORK

This work was conducted as Task 01: Wet Season Surface Water Sampling of the 2024 Surface Water and Sediment Testing Analysis and Reporting contract. One (1) wet season surface water sampling event per year was conducted at each of the four (4) outfall ponds when discharge occurred over their respective control structures. Ponds L-37 (OS-Oak 1) and L-52 (OS-Oak 2) in Mediterra North discharge to Oak Creek, ponds L-24 (OS-Coco 2) and L-55 (OS-Coco 1) in Mediterra South discharge to the Cocohatchee River, and pond L-35 was selected by the CDD.

II. METHODOLOGY

The water quality sampling event was conducted on September 30, 2024. Field parameters including temperature, dissolved oxygen, specific conductivity, and pH were monitored and recorded using a multi-parameter meter. In addition, field personnel conducted visual inspections and took photographs of pond conditions. Photos of each pond are provided in **Appendix B**.

Water quality samples and field parameters were collected from water discharging over the outfall structures from ponds L-24, L-37, L-52, and L-55. The WQ sample and field parameters for pond L-35 were collected from the pond near the bank.

The sampling was conducted in accordance with Florida Department of Environmental Protection (FDEP) Standard Operating Procedures. Benchmark EnviroAnalytical Laboratory (BEA) provided sample containers and performed the laboratory analytical services. The samples were analyzed for nitrate + nitrite (NOX), total Kjeldahl nitrogen (TKN), total nitrogen (TN) and total phosphorus (TP).

III. RESULTS

The laboratory analytical results and field parameter readings for the wet season sampling event conducted in 2024 were compared to samples from 2020, 2021, 2022 and 2023 as well as the applicable Class III Lakes and Streams State Water Quality standards (thresholds) for this region

of Florida. The comparisons are shown in **Table 1** and **Table 2** and as charts in **Appendix C**. TN concentrations of the samples collected from each pond in 2024 were below the maximum threshold of 1.27 milligrams per Liter (mg/L) for Lake criteria and below the maximum threshold of 1.54 mg/L for Stream criteria. TP concentrations of the samples collected from each pond in 2024 were below the maximum threshold of 0.05 mg/L for Lake criteria, except for the sample collected from pond L-35 which is the additional pond with no outfall. The TP concentration for pond L-35 was 0.06 mg/L. The 2024 water quality sample results for TN and TP were below the Streams thresholds for the receiving body of water for the Peninsular region of Florida. While the water in these ponds does not have to meet the water quality standards for Lakes, water leaving these ponds through the outfall structures should meet the water quality standards for Streams.

Table 1: 2020-2024 Wet Season Water Quality Values

Pond	Total Nitrogen (mg/L)					Total Phosphorus (mg/L)				
	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024
L-24	NS	NS	NS	0.38	0.88	NS	NS	NS	0.01	0.04
L-35*	1.15	1.27	1.96	0.88	0.84	0.05	0.01	0.01	0.03	0.06
L-37	0.99	0.94	0.99	0.47	0.77	0.04	0.01	0.02	0.01	0.03
L-52	0.69	0.75	0.81	0.27	0.64	0.02	0.03	0.01	0.01	0.02
L-55	1.05	0.86	0.94	0.53	1.10	0.03	0.07	0.01	0.02	0.05
Lake Criteria	$\leq 1.27^{(1)}$					$\leq 0.05^{(1)}$				
Stream Criteria	$\leq 1.54^{(1)}$					$\leq 0.12^{(1)}$				

*Not an outfall pond

NS - No sample collected (site not discharging during sampling event).

(1) Annual geometric mean not to be exceeded more than once in any consecutive three-year calendar period, 62-302.530, F.A.C.

Bold values exceed threshold criteria

Values for the field measurements taken during the wet season surface water sampling event in 2024 are shown in **Table 2**. Each of the ponds sampled appear to be freshwater with normal pH levels. The dissolved oxygen (DO) readings taken at each of the ponds in 2024 were above the minimum threshold of 38% except for the reading taken at outfall pond L-37, with a DO result of 29%. The reading at L-37 is not an immediate concern but will be re-evaluated when the next DO measurement is taken. A DO annual comparison chart is also included in **Appendix C**.

Table 2: 2020-2024 Wet Season Field Measurements

Pond	pH					Specific Conductance (mS/cm)					Dissolved Oxygen (%)				
	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024
L-24	NS	NS	NS	-	7.32	NS	NS	NS	-	0.48	NS	NS	NS	-	65
L-35*	7.31	7.72	7.26	8.41	7.03	0.63	0.62	0.65	0.55	0.49	58	42	44	88	63
L-37	7.72	7.51	7.45	8.05	7.15	0.58	0.57	0.57	0.47	0.46	77	46	31	64	29
L-52	7.64	7.91	7.58	7.88	7.24	0.45	0.48	0.52	0.44	0.44	53	75	43	67	42
L-55	7.41	7.80	7.72	7.53	7.73	1.15	0.96	0.73	0.92	0.72	64	53	42	26	84
Class III Predominantly Freshwaters											$\geq 38^{(1)}$				

*Not an outfall pond

NS - No sample collected (site not discharging during sampling event).

(1) No more than 10% of the values shall be below the standard, 62-302.533, F.A.C.

Bold values are below threshold criteria

- No data available

Please feel free to contact me if you have any questions regarding these sampling activities.

Sincerely,

JOHNSON ENGINEERING, LLC

A handwritten signature in black ink, appearing to read 'Abe Elizarraraz', with a stylized, elongated flourish at the end.

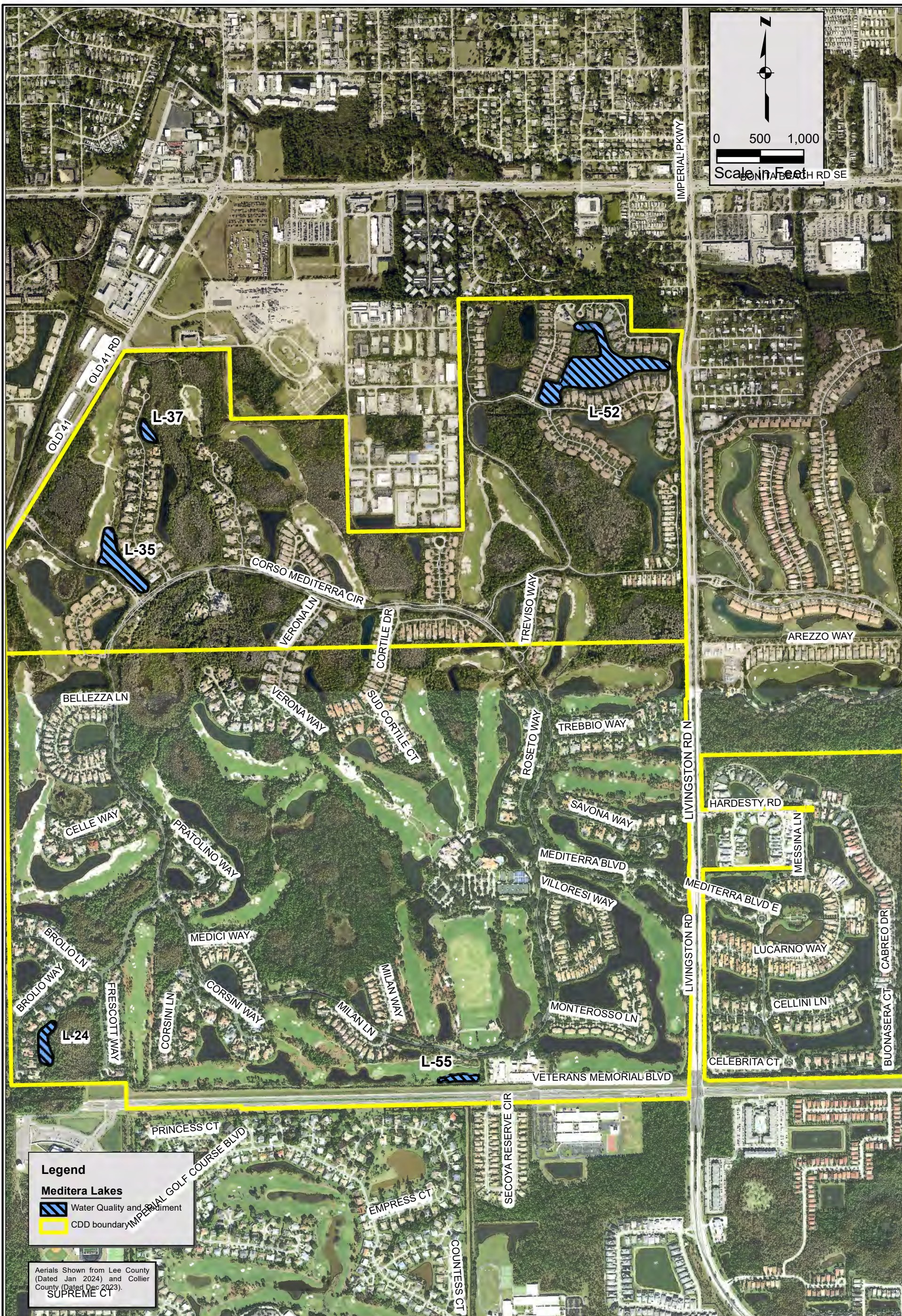
Abe Elizarraraz
Environmental Scientist

cc: 20023589-025

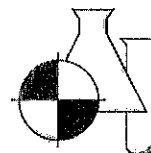
Attachments: Attachment – Sampling Map

Appendices: Appendix A – Laboratory Analytical Report, (October 28, 2024)
Appendix B – Pond Photos
Appendix C – Nutrient Concentration Charts, (2020-2024)

**ATTACHMENT
SAMPLING MAP**



APPENDIX A
LABORATORY ANALYTICAL REPORTS
OCTOBER 28, 2024

**ANALYTICAL TEST REPORT****THESE RESULTS MEET NELAC STANDARDS****Submission Number :** 24100042

Johnson Engineering, Inc.
2122 Johnson Street
Fort Myers, FL 33901

Project Name : MEDITERRA CDD POND HEALTH**Date Received :** 10/01/2024**Time Received :** 14:15

Tim Denison

Project#: 20023589-021**Submission Number:** 24100042**Sample Number:** 001**Sample Description:** L-35**Sample Date:** 09/30/2024**Sample Time:** 11:55**Sample Method:** Grab

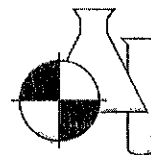
Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.815	MG/L	0.05	0.20	351.2	10/03/2024 13:12	JS
TOTAL PHOSPHORUS AS P	0.055	MG/L	0.008	0.032	365.3	10/07/2024 15:58	JS
NITRATE+NITRITE AS N	0.024	MG/L	0.006	0.024	SYSTEAS EASY	10/03/2024 14:15	LM
TOTAL NITROGEN	0.839	MG/L	0.05	0.20	SYSTEAS+351	10/03/2024 14:15	JS/LM

Submission Number: 24100042**Sample Number:** 002**Sample Description:** L-37**Sample Date:** 09/30/2024**Sample Time:** 11:30**Sample Method:** Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.719	MG/L	0.05	0.20	351.2	10/03/2024 13:14	JS
TOTAL PHOSPHORUS AS P	0.030	MG/L	0.008	0.032	365.3	10/07/2024 15:59	JS
NITRATE+NITRITE AS N	0.053	MG/L	0.006	0.024	SYSTEAS EASY	10/03/2024 14:15	LM
TOTAL NITROGEN	0.772	MG/L	0.05	0.20	SYSTEAS+351	10/03/2024 14:15	JS/LM

Submission Number: 24100042**Sample Number:** 003**Sample Description:** L-52**Sample Date:** 09/30/2024**Sample Time:** 12:25**Sample Method:** Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.603	MG/L	0.05	0.20	351.2	10/23/2024 15:04	JS
TOTAL PHOSPHORUS AS P	0.022	MG/L	0.008	0.032	365.3	10/07/2024 16:00	JS
NITRATE+NITRITE AS N	0.036	MG/L	0.006	0.024	SYSTEAS EASY	10/03/2024 14:16	LM
TOTAL NITROGEN	0.639	MG/L	0.05	0.20	SYSTEAS+351	10/23/2024 15:04	JS/LM



Submission Number: 24100042

Sample Date: 09/30/2024

Sample Number: 004

Sample Time: 13:45

Sample Description: L-55

Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	1.02	MG/L	0.05	0.20	351.2	10/03/2024 13:22	JS
TOTAL PHOSPHORUS AS P	0.051	MG/L	0.008	0.032	365.3	10/07/2024 16:01	JS
NITRATE+NITRITE AS N	0.078	MG/L	0.006	0.024	SYSTEAS EASY	10/03/2024 14:16	LM
TOTAL NITROGEN	1.10	MG/L	0.05	0.20	SYSTEAS+351	10/03/2024 14:16	JS/LM

Submission Number: 24100042

Sample Date: 09/30/2024

Sample Number: 005

Sample Time: 13:15

Sample Description: L-24

Sample Method: Grab

Parameter	Result	Units	MDL	PQL	Procedure	Analysis Date/Time	Analyst
TOTAL KJELDAHL NITROGEN	0.865	MG/L	0.05	0.20	351.2	10/03/2024 13:24	JS
TOTAL PHOSPHORUS AS P	0.040	MG/L	0.008	0.032	365.3	10/07/2024 16:02	JS
NITRATE+NITRITE AS N	0.016	MG/L	0.006	0.024	SYSTEAS EASY	10/03/2024 14:17	LM
TOTAL NITROGEN	0.883	MG/L	0.05	0.20	SYSTEAS+351	10/03/2024 14:17	JS/LM

10/28/2024

Date

Dr. Dale D. Dixon Laboratory Director

Haley Richardson QC Manager / Leah Lepore

QC Officer

DATA QUALIFIERS THAT MAY APPLY:

A = Value reported is an average of two or more determinations.

B = Results based upon colony counts outside the ideal range.

H = Value based on field kit determination. Results may not be accurate.

I = Reported value is between the laboratory MDL and the PQL.

J1 = Estimated value. Surrogate recovery limits exceeded.

J2 = Estimated value. No quality control criteria exists for component.

J3 = Estimated value. Quality control criteria for precision or accuracy not met.

J4 = Estimated value. Sample matrix interference suspected.

J5 = Estimated value. Data questionable due to improper lab or field protocols.

K = Off-scale low. Value is known to be < the value reported.

L = Off-scale high. Value is known to be > the value reported.

N = Presumptive evidence of presence of material.

O = Sampled, but analysis lost or not performed.

Q = Sample held beyond accepted hold time.

T = Value reported is < MDL. Reported for informational purposes only and shall not be used in statistical analysis.

U = Analyte analyzed but not detected at the value indicated.

V = Analyte detected in sample and method blank. Results for this analyte in associated samples may be biased high. Standard, Duplicate and Spike values are within control limits. Reported data are usable.

Y = Analysis performed on an improperly preserved sample. Data may be inaccurate.

Z = Too many colonies were present (TNTC). The numeric value represents the filtration volume.

I = Data deviate from historically established concentration ranges.

? = Data rejected and should not be used. Some or all of QC data were outside criteria, and the presence or absence of the analyte cannot be determined from the data.

* = Not reported due to interference.

Oil & Grease - If client does not send sufficient sample quantity for spike evaluation surface water samples are supplied by the laboratory.

NOTES:

MBAS calculated as LAS; molecular weight = 340.

PQL = 4xMDL.

ND = Not detected at or above the adjusted reporting limit.

G1 = Accuracy standard does not meet method control limits, but does meet lab control limits that are in agreement with USEPA generated data. USEPA letter available upon request.

G2 = Accuracy standard exceeds acceptable control limits. Duplicate and spike values are within control limits. Reported data are usable.

COMMENTS:

For questions or comments regarding these results, please contact us at (941) 723-9966.

Results relate only to the samples.

Benchmark EnviroAnalytical, Inc.

1711 Twelfth Street East

Palmetto, FL 34221

(941) 723-9986 / (941) 723-6061 fax

Sample Temperature checked upon receipt at BEAS with Temperature Gun ID #7

Sample Temperature checked upon receipt at BEA with Temperature Gun ID #258

Client
Information:**Johnson Engineering, Inc.**

2122 Johnson Street

Fort Myers, FL 33901

~~(239) 461-2458 (Tim Denison)~~ **(239) 461-2472**~~(239) 334-3661 (fax)~~**ade@johnsoneng.com (email)** **(Abe Elizarraraz)**

Project Name: Mediterra CDD Pond Health (Wet Season)

Project Number: 20023589-021 **025**

Laboratory Submission #

248000017

Sample Name	Sample Type ¹ / Sample Matrix ²	Collection		Container / Total # of Containers = 5			Preservative ³	Parameters for Analysis	Laboratory Sample #
		Date	Time	Qty	Capacity	Type ¹			
L-35	G / SW	9-30-24	11:55	1	½ Pint	P	1.1 mL 1:4 H ₂ SO ₄ pH<2 Acid Lot #24-10	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.)	1
L-37	G / SW		11:30	1	½ Pint	P	1.1 mL 1:4 H ₂ SO ₄ pH<2 Acid Lot #24-10	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.)	2
L-52	G / SW		12:25	1	½ Pint	P	1.1 mL 1:4 H ₂ SO ₄ pH<2 Acid Lot #24-10	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.)	3
L-55	G / SW		13:45	1	½ Pint	P	1.1 mL 1:4 H ₂ SO ₄ pH<2 Acid Lot #24-10	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.)	4
L-24	G / SW	↓	13:15	1	½ Pint	P	1.1 mL 1:4 H ₂ SO ₄ pH<2 Acid Lot #24-10	TKN (351.2) NO ₃ -NO ₂ (353.2) TP (365.3) TN (Calc.)	5

Notes:

¹ "Sample Type" is used to indicate whether the sample was a grab (G) or whether it was a composite (C).² "Sample Matrix" is used to indicate whether the sample is being discharged to drinking water (DW), groundwater (GW), surface water (SW), fresh surface water (FSW), saline surface water (SSW), soil, sediment (SDMNT), or sludge (SLDG).³ "Container Type" is used to indicate whether the container is plastic (P) or glass (G).⁴ Sample must be refrigerated or stored in wet ice after collection. The temperature during storage should be less than or equal to 6°C (42.8°F).⁵ Under "Preservative" list any preservatives that were added to the sample container. Lot Number of preservative used is specific to the bottles included in the kit. NaTHS, H₂SO₄, and HNO₃ do not have expiration dates per the manufacturer.⁶ Micro bottles are pre-preserved at manufacturing stage. 40mL vials are pre-preserved at manufacturing stage.

Instructions:

¹ Each bottle has a label identifying sample ID, premeasured preservative contained in the bottle, sample type, client ID, and parameters for analysis.² The following information should be added to each bottle label after collection with permanent black ink: date and time of collection, sampler's name or initials, and any field number or ID.³ All bottles not containing preservative may be rinsed with appropriate sample prior to collection.⁴ The client is responsible for documentation of the sampling event. Please note special sampling events on the sample custody form.⁵ Sample kit has been created by BEA using new, certified bottles.

Laboratory Sample Acceptability:

pH < 2 : ✓ BEA Temperature: 24°C

BEAS Temperature:

1	Collector & Affiliation: (Print & Sign) Abe Elizarraraz/JE	Date: 9-30-24	Time: 14:00	Received By & Affiliation: (Print & Sign) Do Anderson	Date: 10/1/24	Time: 09:50
2	Relinquished By & Affiliation: (Print & Sign) Abe Elizarraraz/JE	Date: 9-30-24	Time: 17:00	Received By & Affiliation: (Print & Sign) Do Anderson	Date: 10/1/24	Time: 09:50
3	Relinquished By & Affiliation: (Print & Sign) Do Anderson	Date: 10/1/24	Time: 11:45	Received By & Affiliation: (Print & Sign) Paul Barker	Date: 10/1/24	Time: 11:45
4	Relinquished By & Affiliation: (Print & Sign) Paul Barker	Date: 10/1/24	Time: 14:15	Received By & Affiliation: (Print & Sign) Koralee B...	Date: 10/1/24	Time: 14:15

Page 3 of 3

APPENDIX B
POND PHOTOGRAPHS

Appendix B: Mediterra CDD Lake Photographs (Wet Season 2024)



Photo 1: L-24 (OS-Coco 2), facing east



Photo 2: L-35 (WQ Pond), facing east

Appendix B: Mediterra CDD Lake Photographs (Wet Season 2024)



Photo 3: L-37 (OS-Oak 1), facing east



Photo 4: L-52 (OS-Oak 2), facing north

Appendix B: Mediterra CDD Lake Photographs (Wet Season 2024)

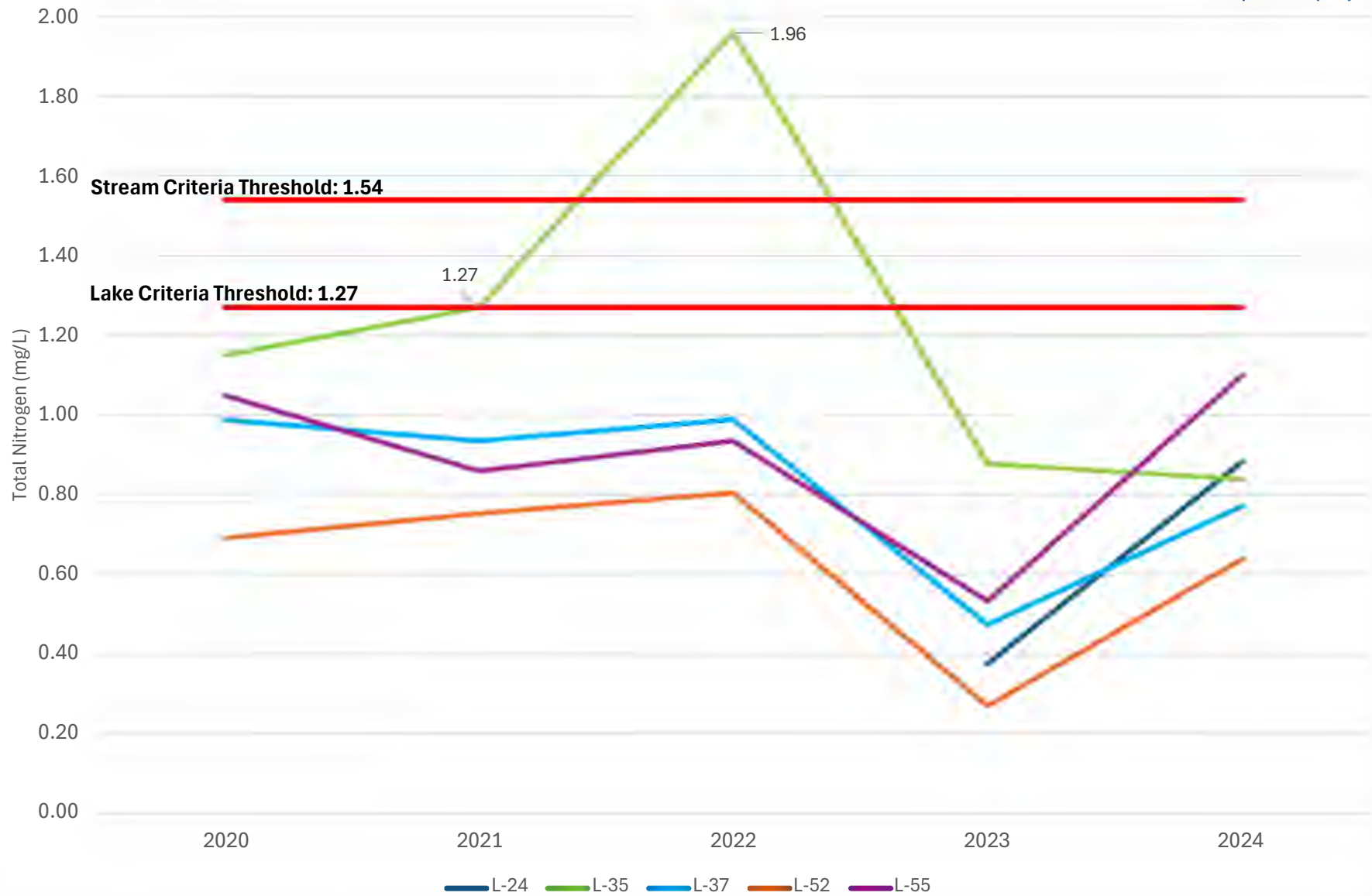


Photo 5: L-55 (OS-Coco 1), facing south

APPENDIX C
NUTRIENT CONCENTRATION CHARTS
2020-2024

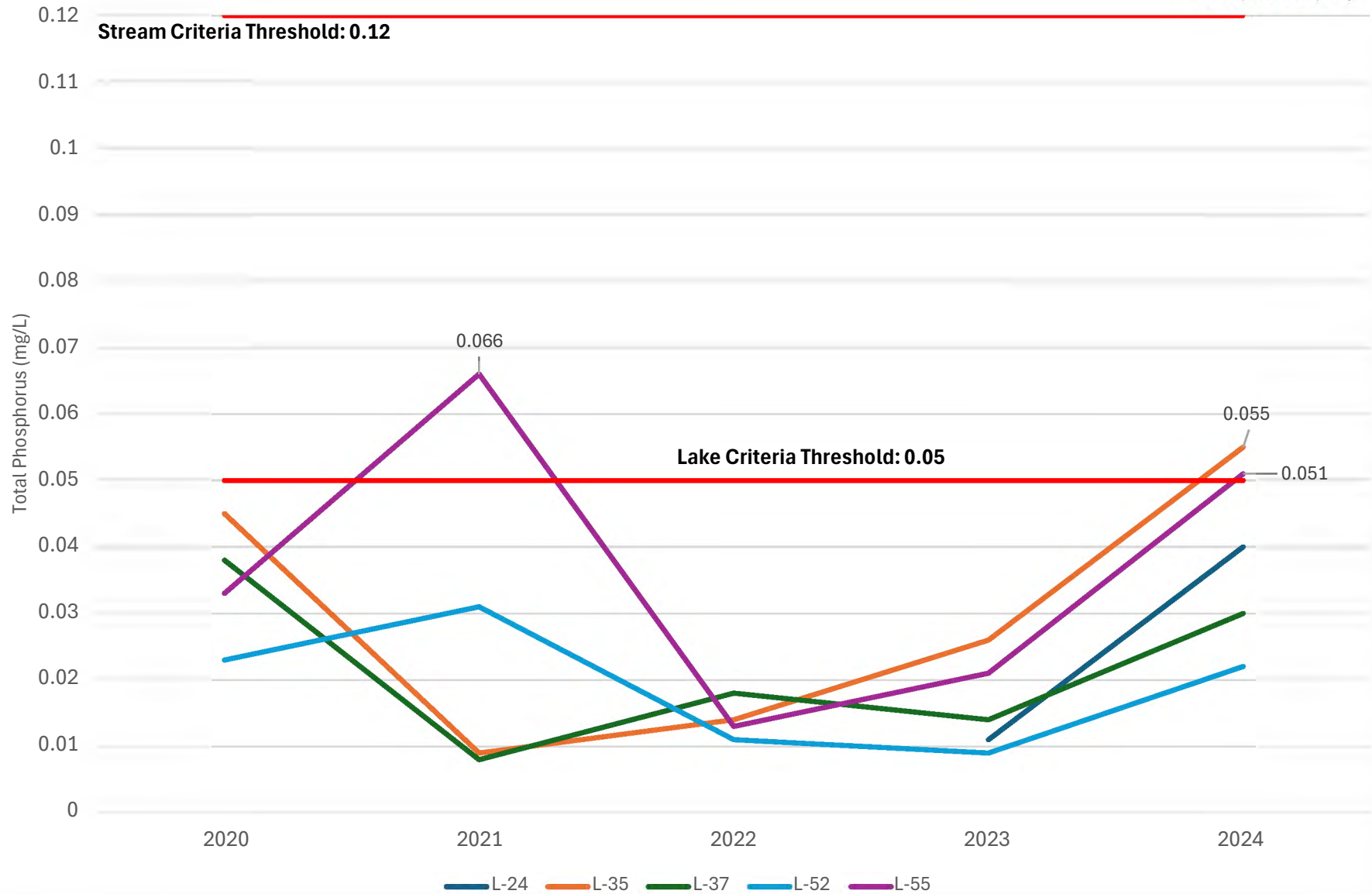
Mediterra CDD Annual Water Quality 2024

Total Nitrogen (mg/L)



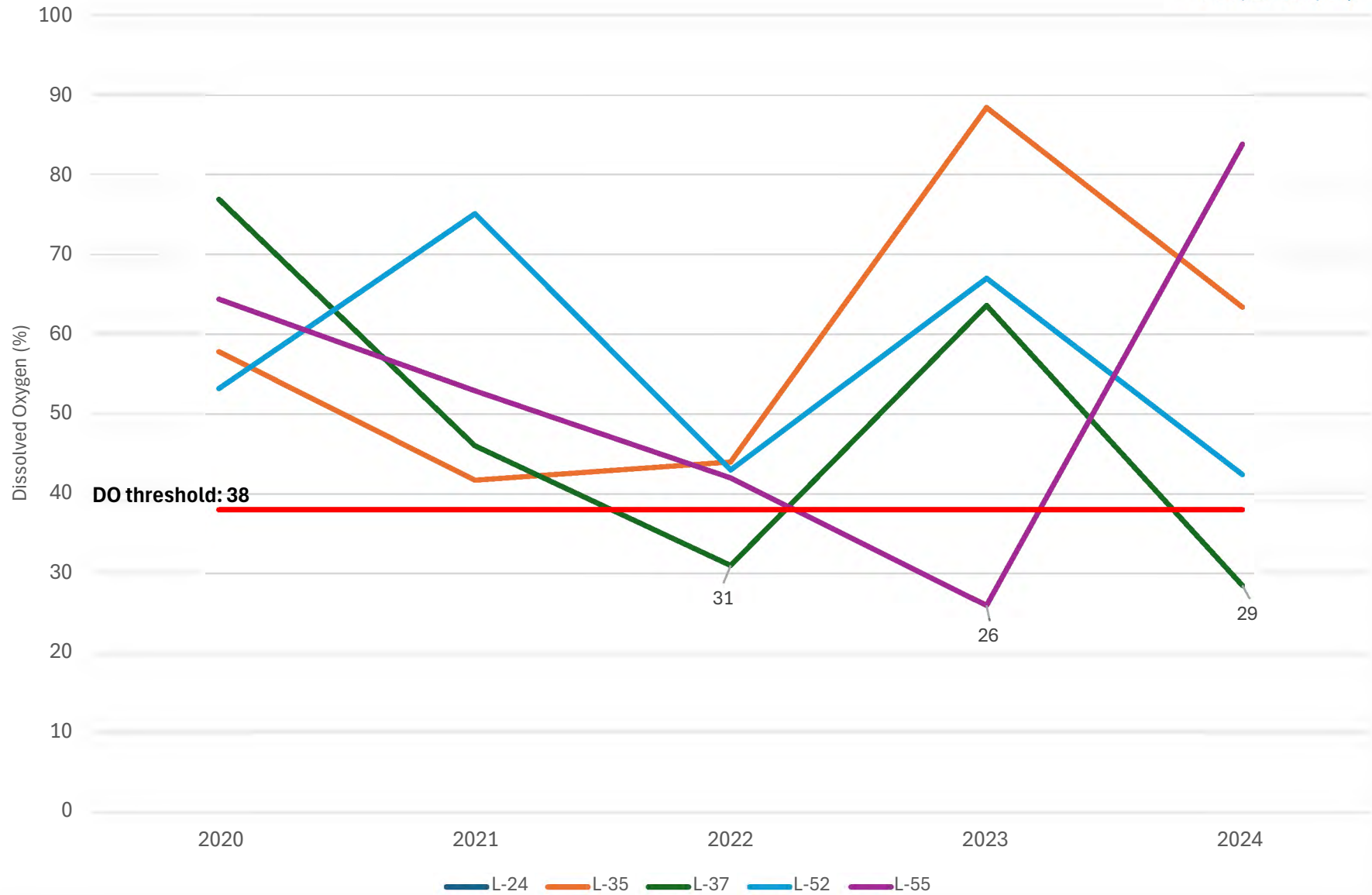
Mediterra CDD Annual Water Quality 2024

Total Phosphorus (mg/L)



Mediterra CDD Annual Water Quality 2024

Dissolved Oxygen (%)



MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2024**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2024**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Operating	\$ 659,836	\$ -	\$ -	\$ 659,836
ICS - BankUnited	60,000	-	-	60,000
BankUnited - 3474	665,302	-	-	665,302
Investments				
BB&T - CDARS	825	-	-	825
Series 2013				
Revenue	-	249,346	-	249,346
Reserve	-	75,000	-	75,000
Series 2022				
Principal	-	-	3	3
Prepayment	-	-	958	958
Revenue	-	-	290,470	290,470
Due from general fund	-	128	-	128
Due from MS 2022	62,183	-	-	62,183
Due from other	3,145	-	-	3,145
Assessments receivable	16,775	5,213	8,711	30,699
Prepaid expense	12,871	-	-	12,871
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 1,483,283</u>	<u>\$ 329,687</u>	<u>\$ 300,142</u>	<u>\$ 2,113,112</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	\$ 36,731	\$ -	\$ -	\$ 36,731
Due to other funds				
<i>Mediterra North</i>				
General fund	-	-	62,182	62,182
Due to debt service - series 2013	128	-	-	128
Total liabilities	<u>36,859</u>	<u>-</u>	<u>62,182</u>	<u>99,041</u>
Fund Balances				
Restricted for:				
Debt service	-	329,687	237,960	567,647
Assigned				
3 months working capital	268,067	-	-	268,067
Future fire mitigation clean-up	160,000	-	-	160,000
Unassigned	1,018,357	-	-	1,018,357
Total fund balances	<u>1,446,424</u>	<u>329,687</u>	<u>237,960</u>	<u>2,014,071</u>
Total liabilities and fund balances	<u>\$ 1,483,283</u>	<u>\$ 329,687</u>	<u>\$ 300,142</u>	<u>\$ 2,113,112</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 SEPTEMBER 30, 2024

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 6,022	\$ 1,360,059	\$ 1,352,268	101%
Interest and miscellaneous	2,503	25,406	-	N/A
Total revenues	<u>8,525</u>	<u>1,385,465</u>	<u>1,352,268</u>	102%
EXPENDITURES				
Administrative				
Supervisors	1,418	10,461	9,900	106%
Management	4,164	49,973	49,973	100%
Accounting	1,392	16,700	16,700	100%
Audit	-	4,400	15,000	29%
Legal	1,517	16,268	10,000	163%
Field management	1,275	15,300	15,300	100%
Engineering	3,938	54,198	50,000	108%
Engineering-nature trail			100,000	0%
Trustee	-	8,288	10,000	83%
Dissemination agent	333	4,000	4,000	100%
Arbitrage rebate calculation	-	500	1,500	33%
Assessment roll preparation	417	5,000	5,000	100%
Postage	249	1,859	1,500	124%
Insurance	-	12,376	13,090	95%
Legal advertising	976	4,116	4,000	103%
Contingencies	268	5,016	2,500	201%
Annual district filing fee	-	175	175	100%
Website	-	705	705	100%
ADA website compliance	-	210	210	100%
Total administrative	<u>15,947</u>	<u>209,545</u>	<u>309,553</u>	68%
Water management				
Lake Maintenance	117,405	417,586	220,000	190%
Contractual services	3,570	20,700	42,500	49%
Aquascaping/cutbacks/pipe cleanout	2,300	56,000	100,000	56%
Fuel Load reduction of right of ways	-	-	129,000	0%
Lake bank erosion repairs	-	16,899	75,000	23%
Electricity	3,312	34,789	35,000	99%
Capital outlay- nature trail	-	900	100,000	1%
Aeration replacement and repairs	250	40,355	25,760	157%
Total water management	<u>126,837</u>	<u>587,229</u>	<u>727,260</u>	81%
Other fees & charges				
Property appraiser & tax collector	(10,421)	12,425	35,456	35%
Total other fees & charges	<u>(10,421)</u>	<u>12,425</u>	<u>35,456</u>	35%
Total expenditures	<u>132,363</u>	<u>809,199</u>	<u>1,072,269</u>	75%
Excess/(deficiency) of revenues over/(under) expenditures	(123,838)	576,266	279,999	
Fund balances - beginning	1,570,262	870,158	792,304	
Fund balance - ending (projected)				
Assigned				
3 months working capital	268,067	268,067	268,067	
Future fire mitigation clean-up	160,000	160,000	160,000	
Unassigned	1,018,357	1,018,357	644,236	
Fund balances - ending	<u>\$ 1,446,424</u>	<u>\$ 1,446,424</u>	<u>\$ 1,072,303</u>	

**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 SEPTEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 1,645	\$ 317,335	\$ 315,756	101%
Interest	-	18,905	-	N/A
Total revenues	<u>1,645</u>	<u>336,240</u>	<u>315,756</u>	106%
EXPENDITURES				
Debt service				
Principal	-	180,000	180,000	100%
Interest	-	125,425	125,425	100%
Total debt service	<u>-</u>	<u>305,425</u>	<u>305,425</u>	100%
Other fees & charges				
Property appraiser & tax collector	(3,696)	3,863	11,512	34%
Total other fees & charges	<u>(3,696)</u>	<u>3,863</u>	<u>11,512</u>	34%
Total expenditures	<u>(3,696)</u>	<u>309,288</u>	<u>316,937</u>	98%
Excess/(deficiency) of revenues over/(under) expenditures	5,341	26,952	(1,181)	
Fund balances - beginning	324,346	302,735	283,219	
Fund balances - ending	<u>\$ 329,687</u>	<u>\$ 329,687</u>	<u>\$ 282,038</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 SEPTEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 3,421	\$ 832,377	\$ 827,957	101%
Interest	-	23,873	-	N/A
Total revenues	<u>3,421</u>	<u>856,250</u>	<u>827,957</u>	103%
EXPENDITURES				
Debt service				
Principal	-	693,000	693,000	100%
Interest	-	124,762	124,773	100%
Total debt service	<u>-</u>	<u>817,762</u>	<u>817,773</u>	100%
Other fees & charges				
Property appraiser & tax collector	(5,494)	5,735	17,146	33%
Total other fees & charges	<u>(5,494)</u>	<u>5,735</u>	<u>17,146</u>	33%
Total expenditures	<u>(5,494)</u>	<u>823,497</u>	<u>834,919</u>	99%
Excess/(deficiency) of revenues over/(under) expenditures	8,915	32,753	(6,962)	
Fund balances - beginning	229,045	205,207	176,755	
Fund balances - ending	<u>\$ 237,960</u>	<u>\$ 237,960</u>	<u>\$ 169,793</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 October 16, 2024 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:

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

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Mark Zordan	District Engineer
Bill Bowden	MCA General Manager
Steven Light	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:05 a.m. Supervisors Wheeler, Gartland, Henry and Tarr were present. Supervisor Greenberg was not present.

Mr. Tarr expressed appreciation for District Management's delivery of the agenda books in a timely manner despite difficulties related to Hurricane Milton.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

Resident Steven Light asked if the CDD has a contractor code of conduct for ethical behavior and resident interactions that contractors must sign. He noted that the Request for Proposals (RFP) references bribery and stated he thinks the risk must be acknowledged with various CDD contracts. Given the number of CDD contracts, he thinks it would be helpful for residents to have a list of the CDD's contractual obligations, contract expiration dates and the parties responsible for maintenance of the contracts.

Neither Mr. Adams nor Ms. Willson have encountered a code of conduct for any of their CDD clients' contractors. Ms. Willson stated that participant codes of conduct have been utilized in some cases for recreational sport groups utilizing sports facilities but, other than statutory requirements and any general requirements imposed by specific Boards of Supervisors, no specific codes of conduct have been designed for CDD contracts.

Mr. Adams noted that the Key Activity Dates included in the meeting agenda is updated and includes key dates and certain contract periods for which the CDD must go out to bid, including multi-year contracts.

Mr. Tarr stated that the list of Action/Agenda Items included in the agenda has also been helpful and informative in keeping track of contracts.

Mr. Henry asked if some language related to a Code of Conduct could be inserted into the CDD's standard contracts, going forward, rather than developing a separate policy.

Mr. Adams stated that Staff will work to develop a bullet list of obvious Code of Conduct items for contractors, such as a dress code, uniforms that clearly identify the contractor, a neat appearance and legal components of the law.

THIRD ORDER OF BUSINESS

Chairman's Comments

This item was addressed during the First Order of Business.

FOURTH ORDER OF BUSINESS

Update: Aquatics Report

Mr. Adams stated the lakes are full.

Mr. Tarr asked for an update regarding MRI's pipe cleaning. Mrs. Adams stated the cleaning is ongoing; she requested an update from MRI and will email updates to the Board when received.

Mr. Henry asked if Staff can confirm that there was no intrusion of lake waters onto properties during the last storm. Mrs. Adams stated that no reports of water intrusion were received. Mr. Willis stated that no reports of illicit discharges or breaches of banks were received from technicians on the ground.

Mr. Adams asked Mr. Bowden if any reports were received by the MCA, which might be more likely to receive such reports. Mr. Bowden replied no and stated the MCA fared very well; the drainage system worked well thanks to the CDD and the County. He stated that there is a

misperception by residents/property owners that the CDD has floodgates and weirs and that the CDD can raise and lower the levels of the lakes. He fielded many calls and advised callers that the County is proactive. He thinks this is a good example of how a well-maintained drainage system for County-driven canals prevents flooding and that it worked very well. He received no reports of flooding and stated the CDD did not receive an excessive amount of rain.

Ms. Gartland suggested that the Chairman's letter advise that the stormwater system works well and that it operates by gravity drainage and depends upon water levels in areas outside the community.

Mr. Bowden voiced his opinion that, when residents become alarmed by lake levels, they do not realize what a tremendous increase would be needed for the water to reach their homes, due to the elevations.

Mr. Tarr noted that his neighbor's drain pipes that were installed by MRI floated to the surface of the lake. He asked if that would be reported to Mr. Willis and then taken care of. Mr. Willis replied affirmatively; he is aware of three or four pipes that MRI weighed down yesterday. He will add 15221 Medici to the list.

Ms. Gartland asked if palm fronds will be removed from the lakes. Mrs. Adams replied affirmatively; as water levels go down, palm fronds, trash and debris will be removed.

FIFTH ORDER OF BUSINESS

Continued Discussion/Consideration:
Pesky Varmints, LLC Estimate #1992
[Iguana Removal]

Mr. Tarr stated the minutes from the last meeting indicate that Mr. Greenberg wanted an expert to make a presentation related to iguanas and to include The Club and the MCA.

Mr. Willis stated that a presentation by The Conservancy of Southwest Florida was scheduled; however, it was paused and then canceled due to Hurricane Helene. The organization is experiencing staffing issues; he will reschedule the presentation in one to two months. He spoke with The Club to gauge interest in participating in iguana removal, as directed by the Board, and Mr. Tom Lively stated that, because he has only seen two or three iguanas on the golf course in a couple of years, he thinks it is not worth their time or financial resources to participate; however, he is open to discussion.

Mr. Tarr voiced his opinion that it is the CDD's responsibility because it is lake related. The CDD did not ask The Club to participate in cane toad removal and what began with a few

cane toads has developed into thousands. He noted that the CDD has a good relationship with Pesky Varmints (Pesky) but it is not a long-term contract. If an iguana is found, Pesky does not charge the \$49 trip charge and, if they capture one, the CDD pays for it.

Mr. Henry asked if the MCA has an agreement with Pesky. Mr. Bowden stated they do not have a contract because, if a snake or an iguana is reported in a resident's yard, it raises the issue of whether it came from a single-family home and whether the homeowner should pay for it. In these rare instances, the MCA calls Pesky and they take care of it.

Mr. Tarr stated that Pesky has not always charged a trip charge but he thinks \$49 is a low charge and it is reasonable if they are searching the golf course while it is closed.

The Board and Staff discussed engaging Pesky and the scope of work.

Ms. Gartland recalled agreement at the last meeting that Pesky should visit both golf courses once. She suggested Pesky can inspect the areas where iguanas have been observed, look at areas where iguanas would likely be found and search for nests and tracks.

Mr. Adams noted that the \$49 trip charge likely applies to an actual sighting, not a lengthy search. The consensus was to authorize one full sweep of both golf courses and rock banks. Ms. Willson suggested the work be authorized as an additional service under the CDD's existing Pesky Varmints Agreement, which includes requirements to comply with governmental requirements and to repair any damage to property.

Mrs. Adams will submit a Change Order to the existing Contract Agreement accordingly.

Ms. Gartland stated she would still like to hear from a wildlife specialist regarding the potential scope of the issue, given Mr. Lively's comments. Mr. Tarr voiced his opinion that iguanas are very territorial and estimated that just a few iguanas could propagate very quickly.

On MOTION by Ms. Wheeler and seconded by Mr. Henry, with all in favor, engaging Pesky Varmints, LLC to perform one full sweep of both golf courses and rock banks, in a not-to-exceed amount of \$1,000, was approved.

SIXTH ORDER OF BUSINESS

Continued Discussion: Removal of Vegetation Debris

Mrs. Adams stated the title of this agenda item is incorrect.

▪ Discussion: Lake and Wetland Contract

This item was an addition to the agenda.

Mrs. Adams stated that the current contract expires on October 31, 2024; it has a clause that provides for automatic renewal unless the Board decides to go out to bid. When the contract was approved, there was a request that the Board revisit the contract before allowing it to automatically renew. If the Board would like to go out through the sealed bidding process it can; otherwise, the second-year option maintains the current price of \$349,364.60.

The Board and Staff discussed the current bid package and contractor.

Mr. Tarr asked about the 4% escalator with a four-year contract, shown on Page 19. Ms. Willson believes that was included in the contractor's proposal or in the form of Agreement already in use.

Mr. Tarr asked if Staff is generally satisfied with the work being done by the contractor.

Mr. Willis stated they are satisfied with the physical work being done by EarthBalance's subcontractor, Crosscreek; however, he has requested more detailed reports. Some administrative matters need to be cleared up but, overall, he thinks they do a nice job. He speaks weekly with the Team Lead, Mr. Jim Sheerhan, and will confirm the number of technicians and the number of days of service per week. The contract is performance based so, regardless of the number of technicians sent, they are required to maintain the CDD's standards.

Mr. Tarr asked if the spike rush is being maintained at the required 15' distance. Mr. Willis replied affirmatively; they have thinned out many areas of littoral bands responsibly and are reducing it on each visit to maintain the aesthetics.

Mr. Tarr asked if Staff thinks Crosscreek is adhering to the contract and if they are generally satisfied. Mr. Willis replied affirmatively.

Mr. Henry recalled numerous discussions about the quality of the lake and the performance of the lake contractors and asked if an independent assessment as to whether the lakes are meeting the standards is in order. Mr. Adams suggested the District Engineer would be a good resource, given that Johnson Engineering specializes in stormwater and can evaluate water quality, plants and lake banks for erosion and compliance with permitting in one review. Mr. Zordan stated that his firm has ecologists and water scientists who can evaluate water and littorals. Mr. Adams suggested an annual review during the first or second quarter so that the Report can help the Board and Staff in developing the budget for the next fiscal year.

Given the expense, Ms. Gartland stated she hopes an annual review is not necessary but she supports a one-time evaluation for the new contractor and relying on Staff when possible.

Mrs. Adams noted that the CDD can cancel the contract at any time, with 30 days' notice. The contract will automatically renew if no action is taken.

Mr. Tarr stated that, having discussed it, the Board supports proceeding with the second year of the contract.

Mr. Adams stated a proposal will be secured for a more comprehensive review that will include more than just the scope of this contract and its performance; it will also include the overall quality of the water and the lakes.

The consensus was not to combine the review with the Annual Lake Audit but to have a totally independent review. Mr. Zordan was asked to submit a proposal for discussion at the next meeting. Mr. Zordan asked for clarification regarding the scope of work.

Mr. Adams asked for a performance review of the stormwater system with regard to whether the number of plants is proper, whether they are being maintained properly, if there are excessive amounts of invasive and exotic material, if lake bank erosion issues would cause noncompliance with the permit, if the structures are in good condition, if grates need to be replaced, if spalling issues with concrete suggest a structure might need to be replaced within a few years, etc., in addition to the general performance of this contract.

It was noted that water quality is tested separately. Mr. Zordan stated that water samples were taken in September and a report will be presented at the November meeting.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2024

Mr. Adams presented the Unaudited Financial Statements as of August 31, 2024.

Mr. Henry voiced his opinion that the interest received is low and that more of the CDD's funds should be invested. Mr. Adams stated there is \$781,000 in the operating account and at least two-thirds of that should be shifted to the BankUnited account. He will ask the Controller and the Treasurer to keep that account at \$250,000 and to sweep amounts above that level to the BankUnited account. When last checked the interest rate was 4.75%.

Ms. Gartland asked if the Board should be more watchful of the operating account. Mr. Adams stated that he will speak to the Treasurer and Controller about it.

On MOTION by Mr. Henry and seconded by Ms. Gartland, with all in favor, the Unaudited Financial Statements as of August 31, 2024, were accepted.

EIGHTH ORDER OF BUSINESS**Approval of August 21, 2024 Public Hearing
and Regular Meeting Minutes**

Mr. Tarr presented the August 21, 2024 Public Hearing and Regular Meeting Minutes.

Discussion ensued regarding improvements in production of the minutes this past year.

Mr. Tarr noted that the information that Ms. Willson emailed to Mr. Greenberg was distributed to Board Members and will be discussed later in the meeting.

The following change was made:

Line 287: Change "Report" to "report"

**On MOTION by Ms. Wheeler and seconded by Ms. Gartland, with all in favor,
the August 21, 2024 Public Hearing and Regular Meeting Minutes, as amended,
were approved.**

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

Mr. Tarr referred to Ms. Willson's email related to "the rights of the CDD regarding runoff from clogged (association) pipes or overland runoff from adjacent property either owned by an association or homeowner", which was distributed as a handout. He voiced his belief that the recommended "soft touch" with residents is consistent with past policy.

Ms. Willson concurred and stated it is consistent with what was discussed at the last meeting, consistent with CDD policy if an issue is noted on a property adjacent to CDD-owned property, and it is recommended that Staff or the District Engineer be contacted so they can inspect the area and take pictures. If the District Engineer determines the activity is likely causing an issue on the adjacent CDD property, they can ask the property owners/resident, request that they correct the issue and follow up accordingly.

Mr. Tarr voiced his opinion that the comment at the bottom of Page 1 is relevant, where it states that Villosesi's Declarations do not include any authority to pursue homeowners in violation. He stated that, in Medici, the HOA took the position that, since some of these drains were common utilities between two properties and it is stated in their Declarations that the HOA has to maintain the stormwater system for the common property, the Medici Board took the position that it would just do the curing as necessary. It was done at a cost of approximately

\$10,000 but no property owners who were not on the lake voiced a complaint. He thinks it will be up to each HOA to determine how they will handle it.

Mr. Tarr stated that he discussed the matter with Mr. Bowden and was told the MCA does not have any responsibility, per se, for the CDD's stormwater system, yet, in the Design Review Guidelines (DRG) for Mediterra, it specifically states that "You cannot create an issue on your property where your stormwater is moved onto an adjacent property." He suggested sharing this with the Architectural Review Committee (ARC) and offered to help rewrite the DRG with Mr. Stephen Light, who was on the MCA Board. He stated the issue of drainage was never discussed when applications were submitted for expansion of lanais and pool areas. In Medici, it was discovered that owners maintaining their downspouts were disconnecting them from underground drains and many, many homes have pipes that go under the CDD lake plat and continue to maintain those. He does not recall seeing any document regarding the CDD's position on homeowners adding or changing the drainage through the CDD's property to the lake.

Mr. Zordan stated that he is not aware of any documents.

Mr. Tarr asked if the MCA, the CDD and the Associations are in error, and noted that Mr. McHarris, the Architect who advises the MCA, never raises the issue. He suggested that, before engaging in another lake bank remediation, the CDD should ensure that these properties do not create another Medici situation where MRI finds washouts following a big rain storm because nobody realized how bad it was.

Mr. Henry stated that, in Lucarno, he has seen home drainage systems not documented by the Developer and homeowners had to document their own drainage. Remediations were done to address problems and the pipes were extended to the lake, thinking that is the correct thing to do, which he thinks is acceptable, if it is done properly.

Mr. Tarr stated his point is that work is being done on CDD property and asked if a Policy and Procedure is needed.

Mr. Adams stated the "policy" should be that the CDD is not concerned unless there are negative impacts. These would be identified through routine reviews, which is part of what is done weekly by lake maintenance contractors. When they treat the ponds, they are looking for those types of erosions, illicit discharges, etc.

Mr. Tarr expressed his opinion that should be part of the District Engineer's review since major washouts are obvious but subtle sheet flow over the years caused the Medici erosion and erosion exposed the original irrigation installed by the Developer.

Mr. Adams stated that wind and wave action from the water body itself can also affect the shore. Mr. Zordan stated that wind and wave action is actually the number one problem causing lake bank erosion. Mr. Tarr thinks the southwest facing lakes are the hardest hit, as in Medici. Mr. Henry noted that drainage issues can leave obvious gullies leading to the lake. Mr. Adams stated that pool overflow can also occur between properties.

Discussion ensued regarding numerous pool areas being redone, an issue in which MRI had to remediate problems and the need to learn from the experience.

Mr. Tarr stated his opinion that the Board needs to evaluate the scope of the issue, if the CDD will need to spend hundreds of thousands of dollars on future lake bank remediation, given the age of the community.

Mr. Tarr asked for Ms. Willson's document to be attached to the Minutes.

Ms. Willson stated that, at Mr. Greenberg's direction, the Villoresi documents are the only neighborhood documents she reviewed. Mr. Tarr stated that is appropriate, as they are prototypical.

Ms. Gartland feels that the process and communication to homeowners needs to be streamlined. She discussed an instance in which Cortile homeowners were not properly notified about the need to repair drainage areas; the notification was sent to an incorrect address on the Property Appraiser's website. She stated another homeowner who remediated drainage was upset because the area was torn up and had to be redone.

Discussion ensued regarding the need to streamline the processes.

Mr. Willis stated that he sends notifications to the legal address listed on the Property Appraiser's website. Mr. Adams stated that the same source of information is used for creating the lien rolls and transmitting them to the Tax Collector.

Ms. Gartland suggested the Chairman's Letter include a reminder that homeowners are responsible for maintaining proper drainage to the high-water mark. Mr. Tarr agreed and suggested the future communication to homeowners be called the Board Letter.

Mr. Willis stated he provided Cortile homeowners an informative package with approved vendors for remediations and schematics; this will be forwarded to the Board Members.

• **Discussion: Insurance Policy**

Mr. Tarr asked Ms. Willson if \$75,000 fire liability coverage is sufficient for the CDD.

Ms. Willson stated the insurance carrier clarified that the \$75,000 fire limit would apply to CDD items stored in a rental property. In an example Mr. Tarr previously described related to a vehicle fire due to an aeration box fire, damages would be reviewed under the CDD's general liability coverage. Mr. Adams stated that \$1 million is sufficient for general liability coverage.

Mr. Tarr stated the information sent by Ms. Willson related to the independent review referred to signage around high usage lakes. Mr. Adams stated that high usage lakes refers to recreational lakes with boating, fishing, water skiing, etc.

Mr. Henry asked if the CDD is covered in the unfortunate event of an alligator attack. Mr. Adams stated that the Covenants and Restrictions typically include an affirmation that property owners are aware of the danger and presence of Florida wildlife. Ms. Willson believes the CDD also discussed including that in the annual notice to community members; however, while there is no strict requirement to do so, she believes it was done in the past year.

Mr. Adams stated that several Boards asked the same question about coverage in the event of an alligator attack and the insurance carrier advised that the CDD is covered under its current general liability policy. There is no requirement to post signs; however, if the Board wants to proactively install signs, it was suggested that the signs advising about the presence of alligators in the stormwater management system be installed at certain locations, such as the golf course bag drop, the gatehouse entries to the community; it is not necessary to install signs at every lake. Mr. Tarr noted that signs were installed related to golf carts and mechanized vehicles and that Medici's Governing Documents are being updated; he believes that a warning about dangerous wildlife will be included.

Mr. Henry thinks it would be tremendously helpful for every communication to inform residents about the possible presence of dangerous wildlife and their responsibility to take appropriate precautions. Ms. Gartland stated that a warning was included in previous communications and a telephone number for the Florida Fish and Wildlife Commission (FWC) was included so people can report sightings.

The consensus was that more frequent communications are needed.

Mr. Tarr will ask Mr. Bowden if a wildlife warning is included in the new owner's packet.

Ms. Gartland supports a boilerplate warning at the bottom of every communication. She suggested a quarterly communication be planned and offered to assist with a November

communication that includes information about the Board Members, the vacant seat, the new fiscal year and the stormwater system.

It was noted that an appointment to Mr. Greenberg's seat might occur at the November 20, 2024 meeting.

Mr. Henry asked if the CDD has an umbrella insurance policy that picks up after the general liability. Ms. Willson stated the CDD typically has sovereign immunity, which would limit the CDD's liability. Mrs. Adams will resend the summary of insurance coverages to the Board.

Discussion ensued regarding insurance, sovereign immunity and umbrella policies.

Ms. Willson will prepare an informal email summary related to insurance to Board Members. This item will be included on the next agenda.

B. District Engineer: Johnson Engineering, Inc.

Mr. Tarr noted that, given the declared State of Emergency, another permit extension is possible. Mr. Zordan will find out and report his findings.

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

- **2024 Operations Financial Impact Analysis**
- **Breakdown/Summary Report**

These items were included for informational purposes.

The Board and Staff discussed the EarthBalance bid that was approved at the last meeting; the formal contract is ready for execution. It was estimated that, if possible, the ROV pipe inspection will be scheduled for mid-January.

- **NEXT MEETING DATE: November 20, 2024 at 9:00 AM**

- **QUORUM CHECK**

Supervisors Wheeler, Tarr, Henry and Gartland confirmed their attendance at the November 20, 2024 meeting.

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

- **Key Activity Dates Report**

The October 2024 Key Activity Dates Report was included for informational purposes.

Mr. Zordan will monitor the Phase Three East Stormwater Pond permit extension.

Mr. Tarr asked about the bond arbitrage. Mr. Adams stated that arbitrage calculations will likely be done this year; a due date will be added to the Report when confirmed.

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Items 16, 20, 23 and 24 were completed.

Item 2: Mr. Greenberg's name will be removed at the appropriate time.

Item 3: The meeting agenda will be sent to the Vice Chair.

Item 9: Remove.

Item 14: Remove.

Item 17: Outfall structures: Veterans/OS-Coco 1

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ELEVENTH ORDER OF BUSINESS**Old Business**

There was no old business.

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TWELFTH ORDER OF BUSINESS**Supervisors' Requests**

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Mr. Henry stated he saw a communication from the MCA related to the Resource Conservation District (RCD) injecting chlorine into the lakes to prevent the irrigation system staining. He asked why a request was not presented to the CDD.

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Mr. Adams stated he researched it, at the Chair's request via Ms. Willson. Lake 73, the irrigation holding pond on the east side of the CDD, is owned by RCS. The chlorine injection system occurs in or just outside the pumphouse and into the pressurized line leaving the pumphouse so it is not actually injecting chlorine into the pumphouse itself, which would be an issue as it would be an illicit discharge. He described the injection system and noted that the water is tested in conjunction with their own permit and this does not affect the CDD.

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Mr. Tarr stated that he and Mr. Bowden scheduled a call with Barraco regarding the issue and the pumphouses; he will share any relevant information with the Board.

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Ms. Gartland agreed with Mr. Tarr's suggestion that, going forward, the Chairman's Letter be a Board Letter. She recognized Mr. Tarr for urging the Pipe Cleaning and Inspection Project from the beginning, now that the results are being recognized.

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Mr. Tarr commended the Board for its support for the FireWise program.

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Ms. Gartland suggested the Board Letter be sent in November and offered to draft it. She will provide a draft to Mrs. Adams, who will forward it to the Board for revisions.

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Mr. Tarr asked if any Board Members spoke to anyone interested in filling the upcoming Board vacancy. He stated the only person he spoke to was Mr. Steven Light, who expressed interest and is present today.

Mrs. Adams asked Mr. Light and any other interested candidates to email a letter of interest to her for inclusion in the next agenda.

Ms. Wheeler stated she completed the four hours of ethics training. Mr. Adams stated that her course fee will be reimbursed, if she paid to take the course. Completion of the requirement will be recorded when filing Form 1 in 2025.

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

Regarding insurance, Mr. Light voiced his opinion that contractors would be most likely to sue the CDD in the event of an encounter with wildlife. Mr. Adams stated that all CDD contractors are required to carry their own insurance, name the CDD as an additional insured and to hold the CDD harmless.

Mr. Tarr asked when deer hunting season starts. Mr. Adams stated that recreational deer hunting season is open; he has no information on the culling yet.

FOURTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Henry and seconded by Ms. Wheeler, with all in favor, the meeting adjourned at 10:51 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

STAFF
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Hi Alyssa,

I hope you are doing well! The current coverage and liability limits of Mediterra align with those of most districts of similar size, operations, and gross operating expenses. We assess potential liability exposure of a district by considering several factors:

- Operations
 - What is the District responsible for?
 - Ownership or maintenance duties
 - What is being done by the District vs what is being outsourced to vendors or other 3rd parties
 - Risk Transfer – are the vendors agreeing to indemnify the District and is the District being added to their policy as additional insureds?
- Gross and Net Operating Budget
- Contractual Exposures (Example of an outlier District- Midtown Miami, which is also managed by Wrathell Hunt and Associates)
- Commercial Exposures
- Size of the District (both in acres and housing units if it's a CDD)
- Claims History
- Total Insured Value of Property

Upon reviewing the adopted budget and some of the meeting minutes for this district, nothing stood out that would necessitate higher liability limits. It's worth noting that this district currently does not have a property policy, so I assume they do not own any insurable assets or have an insurable interest in any buildings or structures.

I recommend allowing our Loss Control team to conduct a site visit. We try to visit every District every 3 years, but it does not appear that we have ever conducted a site visit at Mediterra. Our Loss Control team can provide recommendations to help the district mitigate their risk and identify any potential property that could or should be insured. I am attaching an example of a report they completed for Ave Maria for your reference. I see that the Mediterra board meeting is on June 20th, I can't make any promises, and I would need to check with our Loss Control team, but if we are able to visit the District next week, we might be able to have the report ready by 6/20. Please let me know if you have any questions or if you would like to discuss this further over a call. I will be attending a conference next week, but I am available tomorrow afternoon.

Thanks,

Andy

Andy Jiménez AIC AIS
EVP, Risk and Trust Operations Egis
Insurance & Risk Advisors Direct:
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Mobile:(321) 262.5925
Email: AJimenez@egisadvisors.com



FLORIDA INSURANCE ALLIANCE



Ave Maria Stewardship Community District

Date of Visit: Monday, October 23, 2023 at 10:00 AM

District Manager: Todd Wodraska, twodraska@sdsinc.org

Operations Director: Sal D'Angelo III, sdangelo@amscd.org

Address: 5080 Annunciation Cir., Ave Maria FL 34142

Egis Attendees: Ryan Rupnarain, Sr. Manager - Loss Control;
Charlen Wade, Loss Control Consultant

Visit Overview

The purpose of the visit on the above referenced date was to allow our team to review the Ave Maria Stewardship Community District from a risk management perspective. While on site, we had the opportunity to review the insured property schedule and made note any necessary updates. The visit also allowed us to support the district's loss control efforts by identifying any hazards that could lead to accidents and claims and discuss recommendations to remediate any loss producing conditions. Those recommendations are included in this letter. While we did not have the opportunity to observe all areas owned and/or maintained by the district, we feel that the areas we were able to observe are representative of the general condition of the property.

District Summary

Ave Maria Stewardship Community District was established in 2004. It was created as a limited, single, and specialized local government that provides infrastructure, including community development systems, facilities, services, projects, and improvements to the community. There are approximately 10,805 acres within district boundaries including 5,000 housing units with the expected completion amount being approximately 15,000 units. There are currently 12 different homeowner associations and a Master Association. The community consists of a town center circling the Ave Maria Catholic Church with adjacent fitness center, grocery store, café, restaurants, and retail areas.

District Ownership and Maintenance Responsibilities

Four major roads are owned by the district including: Ave Maria Blvd., Pope John Paul II Blvd., Annunciation Ct., and Anthem Parkway. They are also responsible for maintaining irrigation systems and infrastructure elements which include reclaimed water storage, supplemental wells, pumps, and transmission facilities as well as landscape improvement within the district roadways and community entrances.

Loss Control Observations

Recommendations below have been placed into categories based on the likelihood and severity potential of each exposure and related losses. Placement may also be based on lessons learned from claims experience with similar districts and loss sources.

Strengths

Strengths highlight some of the existing risk mitigation strategies in place. Consistent application is important to the district's overall risk management program.

- Sidewalk inspection is done on a regular schedule and areas for improvement are tagged with high visibility spray paint.
- Streetlights are tagged when they have malfunctioned for the electric utility's provider is able to fix.
- Golf cart path signage is displayed throughout the community.

Critical Recommendations

Critical recommendations are associated with exposures and hazards that represent a significant danger or risk warranting immediate attention. While follow-up for all recommendations is encouraged, items in the critical category may require documented resolution and review by FIA's Risk Services team as indicated in the recommendation description.

- There were no critical recommendations at this time.

Important Recommendations

Important recommendations are provided to address exposures that if not corrected, have the potential to result in significant injury or property/liability losses.

- Risk transfer
- Motor vehicle review

<p>Risk Transfer – Given the various relationships with the Master Association, multiple HOAs, and outside vendors including but not limited to landscapers, the district may be presented with multiple risk exposures. This largely depends on how written agreements are worded along with the corresponding insurance requirements of these other organizations.</p>	<p>A best practice is to always have district legal counsel review these agreements, appropriate certificates of insurance (with corresponding additional insured status) and levels of coverages to verify the district is adequately protected, especially for operations they are not responsible for. Another example is by clarifying traffic control/MOT responsibilities in contracts with vendors operating on district roads. Please review the attached Risk Transfer handout and feel free to contact us to also review any agreements, certificates, etc. to verify the district is protected.</p>
<p>Motor Vehicle Review - Monitoring the district drivers' MVRs is an important step in reducing the chance of an accident and improving the district's loss experience.</p>	<p>Consider MVR monitoring as due diligence for assuring that your drivers meet the standards you have established for safe performance of their jobs. As a best practice, the review process should take place as part of the hiring process and annually thereafter. The scoring tool that accompanies this letter may be used to evaluate a driver's fit for the district.</p>

Advisory Recommendations

Advisory recommendations are provided to address exposures that while having the potential for loss, would not normally result in a significant or severe loss. These recommendations are typically provided to share best practices.

- District responsibilities with the county
- Golf cart responsibilities
- Lake signage uniformity

District Responsibilities with the County – Responsibilities in which the county requires the district to uphold for permitted events such as a 5K charity race or other events are not clearly defined. Especially events that require district road closures.	Recommendation – Consider contacting the county to provide further clarification of what the district’s responsibilities are for these permitted events.
Golf Cart Responsibilities - This district allows golf carts within the community and does visual checks as well as ensuring appropriate insurance requirements are met as part of the process of registering the golf carts with the district.	Consider clarifying the responsibilities that the Master Association has related to reviewing golf carts on behalf of the district prior to the issuance of the registration.
Lake Signage Uniformity – Signage was seen adjacent to some lakes but the location and presence of the signage were not consistent throughout the remaining observed lakes.	Consider adding signage to ponds that are adjacent to areas with high pedestrian traffic including sidewalks and trails. Signage should prohibit swimming, boating, fishing (if district policy) and warn of wildlife in the area such as alligators and snakes.

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

STAFF
REPORTS
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Mediterra CDD
2024 Operations Financial Impact Analysis
11.4.24

<u>Operations Account</u>	<u>Budget</u> <u>FY 2025</u>	<u>Encumbered</u> <u>FY 2025</u>	<u>Variance</u> <u>FY 2025</u>	
Lake Maintenance Contract	\$ 350,000	\$ 349,365	\$ 635	
Contract Services	\$37,900	\$ 37,900	\$ -	
Aqua/cut backs/pipe cleanout	\$ 100,000	\$ 192,400	\$ (92,400)	Pipe Cleaning Project
Fuel Load reduction conservations	\$ 350,000	\$ -	\$ 350,000	
Lake Bank - Erosion Repairs	\$ 100,000		\$ 100,000	
Electricity	\$ 30,000	\$ 16,475	\$ 13,525	
Aeration Repairs and replacements	\$ 44,730		\$ 44,730	
	\$ 1,012,630	\$ 596,140	\$ 416,490	

Notes

Mediterra Breakdown November 4, 2024

Summary:

Water Management:

Lake Maintenance Contract	\$349,365.00 (expires 10/31/25)
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Contract Services:

Cane Toad Removal Project	\$ 20,000.00 (expires 11/31/24)
Lake 52 bacteria applications	\$ 5,700.00 (expires 11/31/24)
Water Quality Testing	\$ 12,200.00

Aqua/cutbacks/pipe cleanout:

Annual Pipe Cleanout Project	\$183,300.00
Pipe Repairs	\$ 9,100.00
Littoral Plantings Project	\$
Fuel Load Reduction right of ways	\$
Fuel Load Reduction conservation areas	\$
Lake Bank Erosion Repairs	\$
Aeration Repairs & Replacement:	\$ 99,859.99 (Fire ball/Cabinet Install)
Aeration Repairs & Replacement:	\$ 4,670.00

Note: Lake 52 bacteria applications (Bio-Zyme Eco Socks) is a combination of beneficial aerobic bacteria, enzymes, and other microbial or natural nutrient binding and limiting products as required for the proper maintenance of the pond. Approved by the Board February 20, 2019 in an effort to minimize growth of algae.

Water Testing/Sampling of four outfall ponds (Lake-24, Lake 35, L-37, L-52 & L-55) performed during the month of September (wet season); and February thru May (dry season).

Note: Pipe Repairs include \$2,300.00 Lake 1 Hydroseal Repair to structure 245/Villoresi (\$2,300.00) and Major outfall from Lake 55 (south side of Veteran's Memorial Blvd (\$6,800.00) and approved June 20, 2024.

Note: Fuel Load Reduction right of ways project was a budgeted line item for fiscal year 2024 and funds will be paid utilizing fund balance.

Note: Fireball/Cabinet Install project is scheduled to be completed the week of November 25th.



Crosscreek Environmental, Inc.
111 61st Street East
Palmetto, FL 34221
Ph: 941-479-7811
Fax: 941-479-7812
www.crosscreekenvironmental.com

Mediterra

Lakes report

October 2024

We used 4 lake technicians one day per week to treat all lakes throughout Mediterra. The lake techs treated algae and grasses. Lakes 37 and 36 were treated for submersed vegetation, lake # 52 had Biozyme applied per contract. Lakes 71 and 72 had blue dye applied per contract. All other lakes were treated for the normal growth of invasive/nuisance weeds and algae. Reports of soft ground causing treatment issues due to hurricane weather and rain events. We will continue to treat all areas for invasive/nuisance vegetation

MEDITERRA COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Bella Vita I Room at the Sports Club at Mediterra 15735 Corso Mediterra Circle, Naples, Florida 34110</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 16, 2024	Regular Meeting	9:00 AM
November 20, 2024	Regular Meeting	9:00 AM
December 4, 2024*	Regular Meeting	9:00 AM
January 15, 2025	Regular Meeting	9:00 AM
February 19, 2025	Regular Meeting	9:00 AM
March 19, 2025	Regular Meeting	9:00 AM
April 16, 2025	Regular Meeting	9:00 AM
May 21, 2025	Regular Meeting	9:00 AM
June 18, 2025	Regular Meeting	9:00 AM
August 20, 2025	Public Hearing & Regular Meeting	9:00 AM

Exception

**December meeting date is two (2) weeks earlier to accommodate the holidays.*

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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MEDITERRA CDD

Key Activity Dates

Updated: November 2024

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.	2/24 thru 11/2024
Wetland Maintenance	SOP	N/A	Wetland Maintenance as required by SFWMD is to be performed at a minimum of two times per year.	Feb./May/ August 2025
Lake & Wetland Contract	SOP	N/A	Executed Contract Agreement with EarthBalance for Lake and Wetland Services. Includes an automatic second year renewal unless the Board considers terminating.	11.1.24 thru 10.31.25
Elide Fire Extinguishing 6" Ball (Standard Bracket) Phase II Project to include the installation of 24 Cabinets	SOP	N/A	Project is scheduled to commence September 1, 2024.All work provided by the contractor shall be warranted for two (2) years. Manufacturer warranty is three (3) years; however they have indicated the fire balls last for five (5).	9/1/24 and to be completed 11/25/24
Lake 6/Villorsi	SOP	N/A	Dredge out storm inlet of sand and material around lake end to extend this pipe out 5 feet, with the flange anchored and cemented to the concrete end wall. Will repair two areas that have been damaged with new felt and new rip/rap. District Engineer to oversee this project.	Project to be completed during dry season
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 provide in their May agenda package for Board's consideration/approval.	April Agenda Item and Due 5/1/2025
Proposed Budget May 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.	May agenda item and due 6/15/2025

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.	7/1/2025 draft notice to Chairman & 7/7/25 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.	9/15/2025
Insurance Renewal	SOP	N/A	Bind Insurance for upcoming Fiscal Year with an effective of October 1st thru September 30th	10/1/2025
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.	10/1/2025
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)	10/15/2025
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	11/30/2024
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.	12/3/2024
Laptop @ MCA	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)	4/15/2025
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. 2024: ROV Inspecting of all pipes/outfall structures. Approved in two Phases: Collier County to be completed as Phase I with Lee County to be completed as Phase II	8/2/24 thru 12/31/24 (weather permitting)
Water Testing/Sampling	SOP	N/A	Testing & Sampling of four outfall ponds (Lake - 24, 35, 37, 52 & 55) performed during the month of September (wet season); and February thru May (dry season).	September & February thru May annually
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.	June/July 2025
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	6/1/2025
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 3, 2022 and will continue every three years. Castellano Way Area RMZ-11 of \$14,200.00 to be added to the 3 year rotation project and added to the Fiscal Year 2023/24 Budget	1/1/2025
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. As discussed at the December 6, 2023 meeting; possible extension due to Hurricane Ian of 9/2022 to early 2029. 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 March 10, 2029

Ethics Training for Special District Supervisors	112.3142 requirements applied 2024		Supervisors will be required to complete four (4) hours of training each calendar year. For those seated on or before March 31, 2024, the four hours of training must be completed by December 31, 2024. For new Supervisors seated after March 31, 2024, training must be completed by December 31, 2025. Ethics Training Website: https://ethics.state.fl.us/Training/Training.aspx	12/31/2024
Form 1 Filing - Statement of Financial Interest			Beginning January 1, 2024, Form 1 will no longer be filed with your local Supervisor of Elections office. Instead, all Form 1s will be filed electronically with the Commission on Ethics. https://ethics.state.fl.us/ . File by July 1st following each calendar year in which they hold their position.	7/1/2025 annually
Goals, Objectives & Annual Reporting Form	SHB7013 Special Districts Performance Measures and Standards	Publish annually on the District's website	Starting October 1, 2024, or by the end of the first full fiscal year after its creating (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives.	12/1/2025
Qualified Public Deposit Identification and Acknowledgement Form	280.02	Maintain original document in District Reports	Complete each time a new account is opened with a Qualified Public Depository.	

Bond - Disclosure	Bond Indenture Update	E.M.M.A. (Electronic Municipal Marketing Access) and Bond Trustee	<p>Loan payments each April 1 and November 1, commencing May 1, 2022.</p> <p>Section 701(g) The District shall maintain such liability, casualty and other insurance as is reasonable and prudent for similarly situated independent special districts of the State. Within the first six months of each fiscal year (April 1), the District Manager shall file with registered owner of the 2022 Note (the "Owner") a compliance certificate as confirmation of the insurance coverages relating to the 2012 Project, such compliance certificate to include, without being limited thereto, a schedule of all insurance policies required by the Indenture which are then in effect, stating with respect to each policy the name of the insurer, the amount, number, and expiration date, and the hazards and risks covered thereby. Section 701(j) Furnish a copy of the District's audit by June 30 of each year to Owner. Section 701(k) Provide copy of annual budget to Owner within 45 days after commencement of each fiscal year (November 14). Budget must specifically detail the series 2022 assessments and any other special assessment levied by the District w/ respect to such fiscal year. Section 701(l) District shall maintain records with respect to the Series 2022 Assessments which shall be updated as Series 2022 Assessments are collected. The records shall detail Series 2022 Assessments (i) levied to date on a parcel-by-parcel basis, and (ii) collected to date. An annual report setting for the foregoing information will be provided to the Owner at such times, and in such format as the Owner may reasonably request. Section 701 (m) Commencing with the tax roll adopted during calendar year 2022, the District shall provide the Owner the certified assessment roll detailing the Series 2022 Assessments, if any, to be imposed for each tax year within 30 days of the date the such roll becomes available.</p>	April 1, May 1, June 30 November 1, November 14, and 30 days from certification of assessment roll annually
Bonds - Arbitrage	IRS Regulation	IRS - if a rebate is due.	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).	11/1/2024

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

L-1	Monterosso & Villoresi	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	Villoresi	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	Move "Completed" items 6 months or older from the date moved to completed to the Archive List.	Admin Staff	X		
2	03.03.21	ACTION	Board: Include Mrs. Adams/Mr. Willis/Chair in email requests to Mgt. Mrs. Adams: Respond to requests indicating person who will give info. Mr. Willis: Track all requests.	Board Mrs. Adams Mr. Willis	X		
3	03.03.21	ACTION	Email mtg agenda to Chair 3 days before sending to BOS. 10.16.24: Send to Vice Chair until new Chair elected	Admin Staff	X		
4	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		
5	04.21.21	ACTION	Obtain unit pricing for all contracts moving forward.	CDD Staff	X		
6	04.21.21	ACTION	Add cloud link on website & upload record of proceedings. 11.16.22 Check status & provide update at 02/2024 meeting.	Webmaster	X		
7	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		
8	11.16.22	ACTION	Include Mr. Greenberg in email chain if fire incident happens so he can alert the Board.	Mr. Bowden	X		
9	02.21.24	ACTION	Take ethics training by 12.31.24. \$49 online course approved.	Board	X		
10	02.21.24	ACTION	Provide Board w/ permit for Permit Extension–Phase 3 East Stormwater Pond 74.	Mr. Adams	X		
11	04.17.24	ACTION	Draft specs for future lake bank remediations.	District Eng	X		
12	05.15.24	ACTION	Aquatics reports to be informative rather than repetitive or boilerplate. Factual reporting is needed, not marketing.	Mrs. Adams	X		
13	06.20.24	ACTION	Determine if CDD can remediate/ repair if resident causes damage to CDD property, & then enforce reimbursement.	Mr. Haber/ Ms. Willson	X		
14	06.20.24	ACTION	Obtain proposal for repairs to Veterans/OS-Coco 1 outfall structures in dry season.	Mr. Zordan	X		
15	08.21.24	ACTION	MRI Proposal #4931 for Lake #6 inlet in Villoresi: Schedule after rainy season.	Mrs. Adams	X		
16	08.21.24	ACTION	Webmaster to send Shane a mthly email regarding updates.	Mr. Willis	X		
17	08.21.24	ACTION	Ask wildlife expert to give iguana control presentation. 10.16.24: Schedule presentation by FWC/Cons. of SW Florida.	Mr. Willis	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
18	08.21.24	ACTION	Email Board when agenda packages are late.	Corporate	X		
19	10.16.24	ACTION	Staff will develop a bulleted list of Code of Conduct items to be inserted into the CDD's standard contracts going forward.	Mr. Adams	X		
20	10.16.24	ACTION	Send MRI pipe inspection updates to Board when received.	Mrs. Adams	X		
21	10.16.24	ACTION	Add 15221 Medici to MRI's list of drain pipes to be addressed.	Mr. Willis	X		
22	10.16.24	ACTION	Ensure palm fronds, trash & debris are removed from lakes as water levels recede.	Mr. Willis	X		
23	10.16.24	ACTION	Engage Pesky for one full sweep of both golf courses and rock banks, in a not-to-exceed amount of \$1,000.	Mr. Willis	X		
24	10.16.24	ACTION	Confirm number of EarthBalance/Crosscreek techs & number of days of service per week.	Mr. Willis	X		
25	10.16.24	ACTION	Submit proposal for independent performance review of stormwater system according to scope of work as discussed.	Mr. Zordan	X		
26	10.16.24	ACTION	Monitor Operating Account to maintain \$250,000 and sweep excess to BankUnited ICS account.	Corporate	X		
27	10.16.24	ACTION	Ms. Willson's email to be attached to the 10.16.24 Minutes.	Corporate	X		
28	10.16.24	ACTION	Send/email info package with approved vendors for remediations and schematics to Board Members.	Mr. Willis	X		
29	10.16.24	BOTH	Appointment to Vacant Seat 4 might occur at Nov. meeting.	Mrs. Adams	X		
30	10.16.24	ACTION	Resend the summary of insurance coverages to the Board.	Mrs. Adams	X		
31	10.16.24	BOTH	Prepare and send insurance summary to Board Members	Ms. Willson	X		
32	10.16.24	ACTION	Schedule ROV pipe inspection for mid-January if possible.	Mrs. Adams	X		
33	10.16.24	BOTH	Ms. Gartland: Draft Nov. Board Letter. Mrs. Adams: Email draft to Board; revisions to be discussed at Nov. meeting	Ms. Gartland/ Mrs. Adams	X		
34	10.16.24	BOTH	Mr. Light & other interested candidates for vacant seat(s) to send email of interest to Mrs. Adams for next agenda.	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	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. Brown		X	06.20.24
2	12.06.23	ACTION/ AGENDA	Meet w Anchor Marine. Get lake remediation proposals. 01.17.24: Deferred pending add'l proposals & District Eng approves specs, then share info. Do work after season; homeowners engaged contractors for preliminary work.	Mr. Willis		X	06.20.24
3	04.17.24	ACTION	Draft update to residents: re lakes and upcoming election.	Ms. Gartland		X	06.20.24
4	04.17.24	ACTION	Email Memo re: election requirements & process to BOS.	Mr. Adams		X	06.20.24
5	05.15.24	ACTION	See if Lake 52 bacteria is built into lake contract.	Mrs. Adams		X	06.20.24
6	08.16.23	ACTION	Revisit Lake Audit Report and add ID to each Evaluation Sheet, as well as correct typo in the Memorandum.	Mr. Willis		X	08.21.24
7	10.18.23	ACTION	Staff to adjust postage line item for FY 2024-2025 budget.	Mr. Adams		X	08.21.24
8	01.17.24	ACTION	Develop evaluation criteria for bidding process.	Board		X	08.21.24
9	02.21.24	BOTH	Publish RFP for fuel load reduction on ROW project.	Mr. Zordan		X	08.21.24
10	03.20.24	ACTION	Evaluate lakes for weeds/invasives, versus beneficial littorals.	Mr. Willis		X	08.21.24
11	05.15.24	ACTION	Obtain a per unit cost for "Fire suppression – cabinets" for budgeting purposes for the next meeting.	Mr. Willis		X	08.21.24
12	05.15.24	ACTION	Include note in budget re replacement of 26 existing cabinets in or adjacent to preserve areas containing fireballs expiring by 2026; cabinets must be enlarged to house replacements.	Mr. Adams		X	08.21.24
13	05.15.24	ACTION	Board wants Declaration Pages or summary chart & for District Counsel to review WHA insurance to ensure coverage is adequate & send a report to Board.	Mr. Adams		X	08.21.24
14	05.15.24	ACTION	Inspect outflow structures & provide pictures & summary at next meeting.	Mr. Zordan		X	08.21.24
15	05.15.24	ACTION	Move Financial Summary Sheet discussion from Unaudited Financials to Staff Reports.	Mr. Adams		X	08.21.24
16	06.20.24	ACTION	Obtain proposal for iguana control.	Mr. Willis		X	08.21.24

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
17	06.20.24	ACTION	Consider revisions to underlining & placement of totals & subtotals on Page 2 of proposed Fiscal Year 2025 budget.	Mr. Adams		X	08.21.24
18	10.18.23	ACTION	Record Consent to Use of Easement Agmt w Club. 12.06.23: Agmt submitted to The Club for comments/execution.	Mr. Adams		REMOVED	10.16.24
19	05.15.24	ACTION	Provide Mr. Henry w/ breakdown of Debt Service Fund assessments on Pages 9 & 10 of proposed FY25 budget.	Mr. Adams		REMOVED	10.16.24
20	06.20.24	ACTION	Look into resident report of a pipe floating in the lake.	Mr. Radford		X	10.16.24
21	08.21.24	ACTION	Determine if golf course will participate in iguana control.	Mr. Wilis		X	10.16.24
22	08.21.24	ACTION	Email Board of CDD's options if activity on adjacent property impacts/potentially damages CDD stormwater ponds.	Ms. Willson		X	10.16.24
23	08.21.24	BOTH	Address if fire liability coverage of \$75,000 is adequate.	Ms. Willson		X	10.16.24
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