

MEDITERRA

COMMUNITY DEVELOPMENT DISTRICT

March 19, 2025

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

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

March 12, 2025

Board of Supervisors
Mediterra Community Development District

<p style="text-align:center"><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>

Dear Board Members:

The Board of Supervisors of the Mediterra Community Development District will hold a Regular Meeting on March 19, 2025 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110, and via Zoom at <https://zoom.us/j/97888620350>, Meeting ID: **978 8862 0350**, Passcode: **125779**, or telephonically at **1-929-205-6099**, Meeting ID: **978 8862 0350**, Passcode: **125779**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments (*3 minutes per speaker*)
3. Chairman's Comments
4. Approval of February 19, 2025 Regular Meeting Minutes
5. Update: Superior Waterway Services, Inc. Lake Treatment Report
6. Consideration of EarthBalance Change Order #1 for the Mediterra Residential Fuel Reduction Project
7. Continued Discussion: Residential Fuel Load
8. Consideration of Dryad Networks Wildfire Warning System
9. Consideration of Johnson Engineering, LLC Work Authorization for 2025 Surface Water and Sediment Testing Analysis and Reporting
10. Consideration of M. R. I. Construction Inc. Invoice 4366 [Change Order to Water Sod Lake 15, \$2,500]
11. Acceptance of Unaudited Financial Statements as of January 31, 2025

12. Staff Reports

- A. District Counsel: *Kutak Rock LLP*
- B. District Engineer: *Johnson Engineering, Inc.*
- Discussion/Consideration: Lake Audit Proposal
- C. District Manager: *Wrathell, Hunt and Associates, LLC*
- 2025 Operations Financial Impact Analysis
 - Breakdown/Summary Report
 - NEXT MEETING DATE: April 16, 2025 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	STEPHEN LIGHT	<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

13. Action/Agenda or Completed Items

14. Old Business

15. Supervisor's Requests

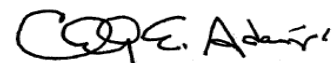
- Current Contracts & Contractors (Supervisor Light)

16. Public Comments (*3 minutes per speaker*)

17. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley "Chuck" E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 229 774 8903

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT
MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on February 19, 2025 at 9:00 a.m., in the Bella Vita I Room at the Sports Club at Mediterra, 15735 Corso Mediterra Circle, Naples, Florida 34110. Members of the public could participate in the meeting, via Zoom, at <https://zoom.us/j/97888620350>, Meeting ID: 978 8862 0350, Passcode: 125779; or telephonically at 1-929-205-6099, Meeting ID: 978 8862 0350, Passcode: 125779.

Present were:

Kenneth Tarr	Chair
Vicki Gartland	Vice Chair
Mary Wheeler (via Zoom)	Assistant Secretary
John Henry	Assistant Secretary
Stephen Light	Assistant Secretary

Also present:

Chuck Adams	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via Zoom)	District Counsel
Mark Zordan	District Engineer
Bill Bowden	MCA General Manager
Andy Nott	Superior Waterways
Brenda Radford	MRI Underwater Inspection, Inc. (MRI)
Rodney Nettlehorst	MRI Underwater Inspection, Inc. (MRI)
Andy Hopping	Resident, President of Cortile HOA
Peter Ray	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:00 a.m. Supervisors Tarr, Light, Henry and Gartland were present. Supervisor Wheeler was not present at roll call.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

Resident Peter Ray, of Cortile, asked for a large dead bush to be removed from the pond behind his home. Mr. Willis will inspect the area.

43

44 **THIRD ORDER OF BUSINESS****Chairman's Comments**

45

46 Mr. Tarr welcomed and introduced District Staff and contractors.

47 **Ms. Wheeler joined the meeting via Zoom.**

48 Mr. Tarr noted that a revised Fishing Policy, as referenced in the Seventh Order of
49 Business was not distributed for review. Ms. Willson suggested changing the Seventh Order of
50 Business to, "Discussion of Littoral Modification Trial Policy".

51 Mr. Tarr stated that some agenda items will be taken out of order.

52

53 **FOURTH ORDER OF BUSINESS****Approval of January 15, 2025 Regular
Meeting Minutes**

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55

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

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58 **FIFTH ORDER OF BUSINESS****Update: Superior Waterway Services, Inc.
Lake Treatment Report [January 2025]**

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61 This item was presented following the Sixth Order of Business.

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63 **SIXTH ORDER OF BUSINESS****Update: Lake Bank Projects [L15 & L43]**

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65 • **Discussion of Easements: [Primary Drainage, Drainage and Lake Maintenance]**

66 Mr. Tarr presented his summary of lake bank projects in Cortile/Verona, included in the
67 agenda, and emailed to Board Members and Staff. He noted the following:

68 ➤ The CDD must maintain a 4:1 slope on the lake banks behind residential properties for
69 permit and safety reasons. However, the slope behind some multi-family residences is 5:1.

70 ➤ An owner in Cortile complained about the far lake bank, which is owned by The Club.

71 It was noted that all the slopes around the golf course are The Club's responsibility and
72 the District Engineer advised that the golf course does not have the slope requirement.

73 Mr. Tarr stated The CDD has no control over The Club's lake banks. He hopes The Club
74 understands, as they have remediated some of these lake banks. He thanked Mr. Andy Hopping
75 and the other Cortile homeowners for their patience despite communication failures and stated
76 that the Board and Staff will fix it.

Mr. Light stressed to the attendees that Board Members cannot discuss CDD business with each other outside of an advertised CDD meeting. Mr. Tarr stated, for example, when he inspected the lake banks, if other CDD Board Members wanted to attend at the same time, it would have been necessary to advertise and conduct the tour as an official public workshop. If two or more CDD Board Members are present at an MCA Board meeting, if a topic that could come before the CDD Board arises, all but one of the CDD Board Members must leave the room. He stated that, as Chair, his responsibilities are well defined and he must have the support of the Board for any actions he takes.

Mr. Rodney Nettlehorst, of MRI, accepted responsibility for the lack of communication and the inconvenience of starting on Lake 15 without advance notice.

Mr. Hopping asked what communication was supposed to be sent. He noted that he manages the HOA and there is a Management Company and a premier landscaping company. Mr. Tarr stated that this is the second significant lake bank remediation; previous attempts tended to be smaller. During the first lake bank remediation project in Medici, the Board learned that homeowners were not notified that their personal modifications to their drainage systems were causing washouts, which were significant in some cases.

Discussion ensued regarding improving communications, ensuring that correct letters are sent to homeowners and developing a timeline.

Mr. Tarr stated that District Management is not able to be an on-site Project Manager; when The MCA built the wall, the MCA hired a project management firm. The Board will discuss this item later in the meeting but he will suggest delaying the lake bank remediation until the communication policy is better defined. It was noted that communications might go through the HOAs or to individual homeowners, depending on the neighborhood. Mr. Tarr stated that a proper communication plan will be developed.

Mr. Tarr asked Mr. Zordan if he will certify that the lake bank slope he checked with MRI is proper. Mr. Zordan replied affirmatively and stated it is at a 4:1 slope and is to his standard of care. There is no issue with the quality of the work. Mr. Nott will provide a proposal for installation of littorals in late May.

Mr. Tarr asked for the purpose of the sod at the control level of the lake. Mr. Zordan stated the sod is installed over the land lock mat to finish the project to provide a transition from the control elevation at the slope. The problem with floritam over the control elevation, as he understands it, is that the sod installed just before heavy rains of approximately 15" died

because water levels rose and it was under water. Mr. Tarr noted that the higher quality mat will be installed and covered with a thin layer of soil that will allow the roots to penetrate more easily. The roots become the anchor to the top edge of the lake bank, so the new sod must be irrigated twice to three times per day.

Mr. Henry recalled that the decision was made to schedule lake bank remediations in the dry season so that water levels will not exceed levels at which grass can survive. Mr. Light thinks there are many different HOA structures and differing responsibilities and constraints to understand before sending blanket communications.

Mr. Tarr stated that the District Engineer will have access to the necessary information.

It was noted that, beyond the upper 4' of sod, littorals will be installed.

Mr. Tarr stated that, while MRI advised that Bahia grass survived being underwater, the Design Review Guidelines at Mediterra only allow Zoysia or Saint Augustine grass. Mr. Nott recalled that the individual homes own and maintain their own irrigation systems and the management company landscaper performs wet checks. Because there was no advance notice, homeowners were unaware that they were supposed to irrigate twice per day and make sure that it reached the new sod.

Discussion ensued regarding the need for the irrigation company to ensure that the irrigation reached the sod and to install additional lines and irrigation heads.

Mr. Nott stated that sod was installed in an area of preserve that cannot be irrigated. That sod is being watered for now but the sod will likely eventually die.

Mr. Nott was asked to ensure that the sod is watered twice per day for the first month.

Ms. Gartland thinks a checklist is needed to keep track of notifications, repairs, and movement of drainage to be done by the homeowner versus the CDD, etc.

Ms. Willson recommended Staff utilize the homeowners' official contact information from the Property Tax Records for official communication and send a second copy of the communication to any alternate communication contacts provided. Ms. Gartland believes multiple contacts are needed, due to travel; some communities do not have an HOA.

Mr. Tarr noted the need to have the proper individuals discuss the best way to proceed. Mr. Zordan has a team of field technicians who report to him. In his opinion, survey work is needed in Verona, where access issues exist, and one homeowner has planted fruit trees in the Lake Maintenance Easement, which is not allowed. He feels that the Board should understand

the difference between a Lake Access Easement, a Primary Drainage Easement and a Drainage Easement.

Referring to a 5' deep washout on CDD property, shown on a GIS map, Mr. Tarr recalled that, when owners have been notified of the need to correct deficiencies, the CDD's policy has not been to have the homeowner correct the washout, but only for the homeowner to properly run the drain pipes into the lake.

Discussion ensued regarding bubbler boxes, access via Lake Maintenance Easements and ownership of drain boxes in various locations.

Mr. Tarr suggested the CDD reimburse MRI for the bubbler box and washout repair. He thinks that the bubbler boxes installed by London Bay should be noted during the lake audit. He expressed concern about future potential washouts.

The consensus was that the term "bubbler box" is a misnomer. Mr. Tarr stated the box is on CDD property; per Ms. Willson's Memorandum, the CDD has authority to collect if residents do not perform the repairs. The policy has never been to make homeowners fill in washouts.

On MOTION by Ms. Gartland and seconded by Mr. Light, with all in favor, the MRI washout repair, in the amount of \$800, was approved.

Mr. Light thinks a plan is needed for executing projects.

Mr. Tarr stated that a communications workshop will be discussed.

Mr. Hopping noted that the areas of sod installed in the preserve cannot be irrigated by the homeowner. Mr. Adams stated the sod will provide short-term erosion control.

Mr. Hopping discussed a tractor left by MRI in the cul-de-sac. When the tractor entered, the sod on two lawns were damaged and the roadway was stained in several spots. He noted that Cortile recently performed a large cleanup and power washing to beautify the area and asked for the area to be cleaned up when the project is complete.

Mr. Hopping thanked the Board and Staff for their efforts and voiced his opinion that the lake looks really nice and that the bubblers are working.

Mr. Hopping left the meeting.

Mr. Tarr stated that, after inspecting Verona, he thinks it is clear that the project should be deferred and rebid. He stated that survey work is needed, there are huge boulders and as-builts on the lake bank, and the slope is not going to be easy to cure.

Mr. Tarr stated that the Medici lake bank was inspected; the lake has issues, so he recommended deferring the remediation until after the rainy season and Cortile's assessment.

Discussion ensued regarding the need to document the drainage issues at Lake 43-Verona.

Mrs. Adams stated there is also an issue accessing Lake 43 because residents have planted vegetation in the easement needed to access lake banks. Mr. Tarr stated that Bonita Bay Group required residents to plant in the drainage easements so there is no way to access the lake. It will be necessary to enter using the Lake Maintenance Easement.

The consensus was to defer discussion of Lake 43 Verona to the next meeting.

Mr. Zordan will re-bid the Lake 43 Verona project.

Mrs. Adams will prepare a Change Order to remove the MRI project cost of \$34,498.

Photos, maps and information will be included on the next meeting agenda.

▪ **Update: Superior Waterway Services, Inc. Lake Treatment Report [January 2025]**

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

Mr. Nott presented the January 2025 Lake Treatment Report. He noted the following:

- Spikerush will be sprayed back on Lakes 62, 52 and 68 this month.
- 95% of the aeration systems are working; technicians were on site five days this month.

Mr. Willis noted that littoral treatments take time because spray is applied, so it takes time to take effect, and, at times, vegetation must be removed. An email addressing this process will be sent to Board Members.

It was noted that aeration is installed for the beneficial effect to the lakes.

Mr. Bowden stated he appreciates the information about lake treatments, as he also receives inquiries from residents. He supports e-blasts to keep residents informed.

Mr. Zordan will research whether plantings are prohibited in drainage easements.

SEVENTH ORDER OF BUSINESS

Continued Discussion: Resident Fishing Policy

Mr. Tarr reiterated that, because a revised Fishing Policy was not distributed for review, it was suggested that the Seventh Order of Business be changed to discussion of the Littoral Modification Trial Policy.

Mr. Tarr noted that several Board Members spoke with the resident who requested a trial behind his home.

Mr. Henry stated that he spoke with the resident and he was impressed with the resident's commitment to complying with CDD requirements.

Ms. Willson confirmed that her advice is not to add a fishing amenity or a defined policy but, rather, to address the matter of the littoral plantings on a trial basis.

Discussion ensued regarding the means of accommodating the request.

Mrs. Adams advised against an opening wider than 30'.

On MOTION by Ms. Gartland and seconded by Ms. Wheeler, with all in favor, authorizing an opening up a maximum of 20' in the littoral plantings, was approved.

Mr. Nott will notify the resident that the littorals will be sprayed next week.

EIGHTH ORDER OF BUSINESS

Update: Right-of-Way (ROW) Clearing

Mr. Zordan stated that Mr. Barron advised that progress is being monitored and clearing the approximately three extra acres was agreed to. The residential rate will be honored and a proposal will be provided and presented at the next meeting. A time extension will be needed.

NINTH ORDER OF BUSINESS

Continued Discussion: ROW Fuel Load

- **Consideration of Change Order to the Residential Fuel Load Contract**
- **Consideration of Scheduling Workshop**

This item was presented following the Tenth Order of Business.

TENTH ORDER OF BUSINESS

Discussion/Consideration of MRI Inspection, Inc. 2025 Inspection Report and Proposal/Estimate #5397 for Pipe Cleaning 25% and Up

Mrs. Radford presented the MRI 2025 Inspection Report and Proposal/Estimate #5397 for Pipe Cleaning 25% and Up.

On MOTION by Mr. Henry and seconded by Mr. Light, with all in favor, MRI Proposal/Estimate #5397 for Pipe Cleaning 25% and Up, in the amount of \$58,700, was approved.

Mrs. Radford estimated that cleaning can begin in two weeks. Mrs. Adams asked to be informed of the cleaning date in advance so an e-blast can be sent to the entire community.

Mr. Zordan will email the EarthBalance preserve cleanup timeline to Mrs. Adams.

Ms. Gartland asked for an e-blast to be sent reminding residents the preserve cleaning and that MRI will be cleaning the pipes soon.

Mr. Tarr thanked Ms. Gartland for her email about the wildfire reduction efforts. It was noted that Ms. Gartland will write the notice to be sent via e-blast.

Ms. Wheeler asked for the matter of the CDD's responsibility for all the pipes in Mediterra to be added to the agenda. Mr. Tarr noted that Mr. Greenberg discussed this with District Counsel; he thinks this matter is way beyond the Board's capability.

▪ **Approval of January 15, 2025 Regular Meeting Minutes**

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

The following changes were made:

Line 53: Insert "roadway preserve" after "entrance"

Line 64: Change "understood" to "understand" and delete "to pay"

Line 177: Insert "pine" before "needles"

Line 178: Change "and" to "with"

Line 265: Change "approval" to "accruals"

Line 325: Change "with the primary function being a stormwater management system could potentially encourage members of the public to express a desire to utilize the property for recreational fishing" to "which primarily function as a stormwater system could potentially create an argument that the property is a recreational improvement, which could have an expectation of public access"

On MOTION by Ms. Gartland and seconded by Mr. Henry, with all in favor, the January 15, 2025 Regular Meeting Minutes, as amended, were approved.

Continued Discussion: ROW Fuel Load

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

Consideration of Change Order to the Residential Fuel Load Contract

The Board and Staff discussed the GIS map, properties that need to be cleared and properties that need to be updated. Mr. Zordan has a more updated map; he will share his map with the Board and Staff and post it on the website.

Mr. Tarr stated that, while looking at the Residential Fuel Load contract, he realized that some properties were missed; one is in Cortile. Mr. Zordan is working on this.

Mr. Zordan stated he will work with Phillip regarding the map. A dropbox with the files was sent. He knows what the Board wants and noted that the purple areas on the map indicate areas that were already cleared. Each level that users click on will display different information.

Mr. Zordan will have the options included in the proposal, to be considered at the next meeting.

Consideration of Scheduling Workshop

This item was discussed in conjunction with Item 12C.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2024

Mr. Adams noted that a significant amount of money was moved from the SunTrust Operating Account to the BankUnited Account. The interest rate started at 4.75% and is currently 4%.

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

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

The Board and Staff discussed lake bank remediation processes.

Ms. Willson will draft a policy that holds homeowners accountable for failure to make the recommended lake bank remediations.

This item will be included on the next agenda.

The consensus was that the comprehensive Lake Bank Analysis for the next calendar year will be included on the April agenda.

B. District Engineer: Johnson Engineering, Inc.

- **Update: Permit Extension**

Mr. Zordan stated that the current Permit Extension is still in place; a new application cannot be submitted until the existing Legislative Order expires.

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

- **2025 Operations Financial Impact Analysis**

- **Breakdown/Summary Report**

- **NEXT MEETING DATE: March 19, 2025 at 9:00 AM**

The Board and Staff discussed whether to hold a workshop, inviting additional attendees or experts, and the FireWise program.

Mr. Henry thinks the main topic is alternatives to the existing fire prevention program. Mr. Zordan recommended inviting Johnson Engineering's Expert Environmentalist, Gary Nychyk. He will find out when Mr. Nychyk is available.

Discussion ensued regarding upcoming meetings. The consensus was to limit discussions at the March meeting to only discussing "Conservation" rather than scheduling a workshop.

It was decided that no minutes or unaudited financials will be presented at the March meeting and the auditor will be reminded that the Annual Financial Report will be an April agenda item.

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the March 19, 2025 meeting.

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

- **Key Activity Dates Report**

The February 2025 Key Activity Dates Report was included for informational purposes.

THIRTEENTH ORDER OF BUSINESS

Action/Agenda or Completed Items

Items 12, 13, 17, 19, 20, 23, 24, 25, 26, 27, 29, 30, 32 through 46, 48 and 49 were completed.

Item 27: Completed by GulfScapes

Item 34: Discussion ensued regarding technology. Zoom meetings will continue for now. Staff will see if the Owl camera from The Club is available for the next meeting.

Ms. Wheeler asked for an Action Item to be added regarding updating the FAQs.

Item 44: It was noted that the replacement Cocoplums that were installed were of an inadequate size. Ms. Wheeler stated the replacements are very small but they will eventually grow; she will not ask the CDD for compensation.

Item 47: "Inca Mat" is an incorrect term. Change "Mr. Willis" to "Mr. Zordan"

FOURTEENTH ORDER OF BUSINESS

Old Business

There was no old business.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Henry stated a revised \$5,700 proposal was received for landscaping to be paid by London Bay for correction of erosion. Mr. Willis will review the proposal and advise.

In response to a previous question, Mr. Willis stated the CDD has 400 acres of conservation areas and 203 acres of lakes.

Discussion ensued regarding the use of technology for Zoom meetings. Mr. Willis will attempt to borrow the "Owl" camera from The Club for future meetings.

SIXTEENTH ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Henry and seconded by Mr. Light, with all in favor, the meeting adjourned at 11:11 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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375 _____
Secretary/Assistant Secretary

Chair/Vice Chair

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

5



Mediterra CDD
Lake Treatment Report
Treatment Dates February 2025

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
L-1	Treated	Grasses/Weeds	2/6/25			Sprayed exposed banks and littorals
L-2	Treated	Alligatorweed	2/12/25	Torpedoglass	2/12/25	Sprayed Littorals for grasses/weeds
L-3	Treated	Alligatorweed	2/12/25	Torpedoglass	2/12/25	Sprayed Littorals for grasses/weeds
L-4	Treated	Alligatorweed	2/12/25	Algae	2/13/25	Treated for Algae
L-5	Treated	Alligatorweed	2/12/25	Algae	2/14/25	Treated for Algae
L-6	Treated	Alligatorweed	2/12/25	Algae	2/15/25	Treated for Algae
L-7	Inspected		2/25/25			No Problems Noted
L-8	Inspected		2/25/25			No Problems Noted
L-9	Treated	Alligatorweed	2/12/25	Torpedoglass	2/12/25	Sprayed Littorals for grasses/weeds
L-10	Treated	Alligatorweed	2/12/25	Grasses/Weeds	2/17/25	Sprayed Littorals for grasses/weeds
L-11	Treated	Grasses/Weeds	2/17/25	Grasses/Weeds	2/17/25	Crew sprayed lake bank/ littorals
L-11B	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L-12	Treated	Grasses/Weeds	2/17/25	Grasses/Weeds	2/17/25	Crew sprayed lake bank/ littorals
L-12B	Treated	Grasses/Weeds	2/17/25	Grasses/Weeds	2/19/25	Crew sprayed lake bank/ littorals
L-13	Treated	Grasses/Weeds	2/17/25	Grasses/Weeds	2/17/25	Crew sprayed lake bank/ littorals



Mediterra CDD
Lake Treatment Report
Treatment Dates February 2025

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
L-14	Inspected		2/25/25			No Problems Noted
L-15	Inspected		2/25/25			No Problems Noted
L-16	Inspected		2/25/25			No Problems Noted
L-17	Inspected		2/25/25			No Problems Noted
L-18	Treated	Grasses/Weeds	2/17/25	Grasses/Weeds	2/17/25	Crew sprayed lake bank/ littorals
L-19	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L-20	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L-21	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L-22	Inspected		2/25/25			No Problems Noted
L-23	Inspected		2/25/25			No Problems Noted
L-24	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L25	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L26	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L27,28	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L29	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals



Mediterra CDD
Lake Treatment Report Treatment
Dates February 2025

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
L30	Treated	Spikerush	2/13/25			Sprayed back Spikerush
L31	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L32	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L33	Treated	Spikerush	2/13/25			Sprayed back Spikerush
L34	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L35	Treated	Grasses/Weeds	2/13/25	Pepper Trees	2/25/25	Crew sprayed lake bank/ littorals
L36	Inspected		2/25/25			No Problems Noted
L37	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L38	Inspected		2/25/25			No Problems Noted
L39	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L40	Treated	Alligatorweed	2/12/25	Torpedograss	2/12/25	Sprayed Littorals for grasses/weeds
L41	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L42	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L43	Treated	Grasses/Weeds	2/17/25	Grasses/Weeds	2/19/25	Crew sprayed lake bank/ littorals
L44	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals



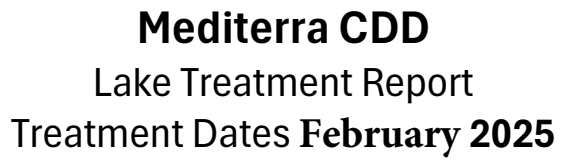
Mediterra CDD
Lake Treatment Report
Treatment Dates February 2025

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
L45	Treated	Grasses/Weeds	2/17/25			Crew sprayed lake bank/ littorals
L46	Inspected		2/25/25			No Problems Noted
L47	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L48	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L49	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L50	Inspected		2/25/25			No Problems Noted
L52	Treated	Chara	2/19/25	Chara	2/25/25	Treated for Algae/Chara
L53	Treated	Grasses/Weeds	2/13/25			Crew sprayed lake bank/ littorals
L54	Treated	Grasses/Weeds	2/19/25			Sprayed exposed banks and littorals
L55	Inspected		2/25/25			No Problems Noted
L56	Treated	Chara	2/19/25			Treated for Algae/Chara
L57	Inspected		2/25/25			No Problems Noted
L58	Inspected		2/25/25			No Problems Noted
L59	Inspected		2/25/25			No Problems Noted
L60	Treated	Algae	2/13/25			Treated for Algae



Mediterra CDD
Lake Treatment Report
Treatment Dates February 2025

Lake #	Work Preformed	Target	Treatment Date	Target	Treatment Date	Notes/Comments
L61	Inspected		2/25/25			No Problems Noted
L62	Treated	Spikerush	2/13/25			Sprayed back Spikerush
L63	Inspected		2/25/25			No Problems Noted
L64	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L65	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L66S	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L67	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L68	Treated	Grasses/Weeds	2/18/25			Crew sprayed lake bank/ littorals
L69	Inspected		2/25/25			No Problems Noted
L70	Inspected		2/25/25			No Problems Noted
L71	Inspected		2/25/25			No Problems Noted
L72	Inspected		2/25/25			No Problems Noted
L73	Inspected		2/25/25			No Problems Noted
L74	Inspected		2/25/25			No Problems Noted
L75	Inspected		2/25/25			No Problems Noted

[illegible]



Mediterra CDD
Lake Treatment Report
Treatment Dates February 2025

Lake survey was done on March 7th there were no major problem noted

Minor grasses/weed present on lake banks, these will be treated during routine maintenance

Spikerush was retreated in lakes 2, 52, 67, and 69. These lakes will require follow-up treatments

Lake 62 fishing area was sprayed and Spikerush was rack out

Lakes 13 and 30 couple of small palms trees what will treated on next scheduled service

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake 2

Notes/Comments

Action Needed



Lake 3

Notes/Comments

Action Needed



Lake 5

Notes/Comments

Action Needed
Routine maintenance

**Mediterra CDD
Lake Treatment Report
Treatment Dates February 2025**



Lake 10

Notes/Comments

Action Needed



Lake 11B

Notes/Comments

Action Needed



Lake 12

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake12B

Notes/Comments

Action Needed



Lake

Notes/Comments

Action Needed



Lake14

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake15

Notes/Comments

Action Needed



Lake17

Notes/Comments

Action Needed



Lake23

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake

Notes/Comments

Action Needed



Lake27/28

Notes/Comments

Action Needed



Lake29

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake30

Notes/Comments

Action Needed



Lake31

Notes/Comments

Action Needed



Lake32

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake

Notes/Comments

Action Needed



Lake52

Notes/Comments

Action Needed



Lake54

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake60

Notes/Comments

Action Needed



Lake63

Notes/Comments

Action Needed



Lake67

Notes/Comments

Action Needed

Mediterra CDD

Lake Treatment Report

Treatment Dates February 2025



Lake 68

Notes/Comments

Action Needed



Lake 69

Notes/Comments

Action Needed



Lake 74

Notes/Comments

Action Needed

Treatment Dates February 2025



Lake 75

Notes/Comments

Action Needed



Lake 76

Notes/Comments

Action Needed

Lake

Notes/Comments

Action Needed

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

6



CHANGE ORDER #1

PROJECT NAME: **Mediterra Residential Fuel Reduction**

ATTENTION: Mark A. Zordan, PMP, Project Manager
Mediterra Community Development District
c/o Johnson Engineering, LLC.
2122 Johnson Street
Fort Myers, FL 33901
maz@johnsoneng.com

EarthBalance® has received a request from Mediterra Community Development District to perform additional work for the Mediterra Residential Fuel Reduction project. The original Contract was signed on January 24, 2025, in the amount of \$785,250.00. The Terms and Conditions of the original Contract shall remain in full force.

The need for additional services has caused a change in the scope of the project and has prompted us to submit this contract addendum.

PRICE QUOTED:

Description	Total Price
Fuel Reduction	\$136,098.08

SCOPE OF WORK:

Task

EarthBalance® will provide the labor and materials necessary for a one (1)-time fuel reduction on approximately 4.56 acres located within the preserve at Mediterra Community Development District in Naples, Florida. All work will be performed in accordance with the technical specifications provided in the Project Manual for Residential Conservation Area Fuel Load Reduction Services, dated December 12, 2024. This Change Order assumes a one (1)-month extension on the completion timeline to June 30th, 2025. All work will be directed by a qualified Project Manager.

EarthBalance® will perform the services described above for a lump sum **fee of \$136,098.08.**



CHANGE ORDER #1 (continued)

The net amount for Change Order #1 is an increase of \$136,098.08

Original Contract Amount	\$ 785,250.00
Change Order # 1	<u>\$ 136,098.08</u>
New Contract Amount	\$ 921,348.08

I hereby grant authorization for the Scope of Work and Fees listed above. I understand that all terms and conditions of the standard **EarthBalance®** Professional Services Agreement still apply to these requested services. This Change Order shall remain valid for a period not to exceed thirty (30) days beyond the submittal date of **March 11, 2025**.

QUOTED BY: James Barron
Project Manager
EarthBalance®
2570 Commerce Parkway
North Port, FL 34289
jbarron@earthbalance.com

EARTHBALANCE®

By: _____

Printed: _____

Title: Vice President

Date: _____, 2025

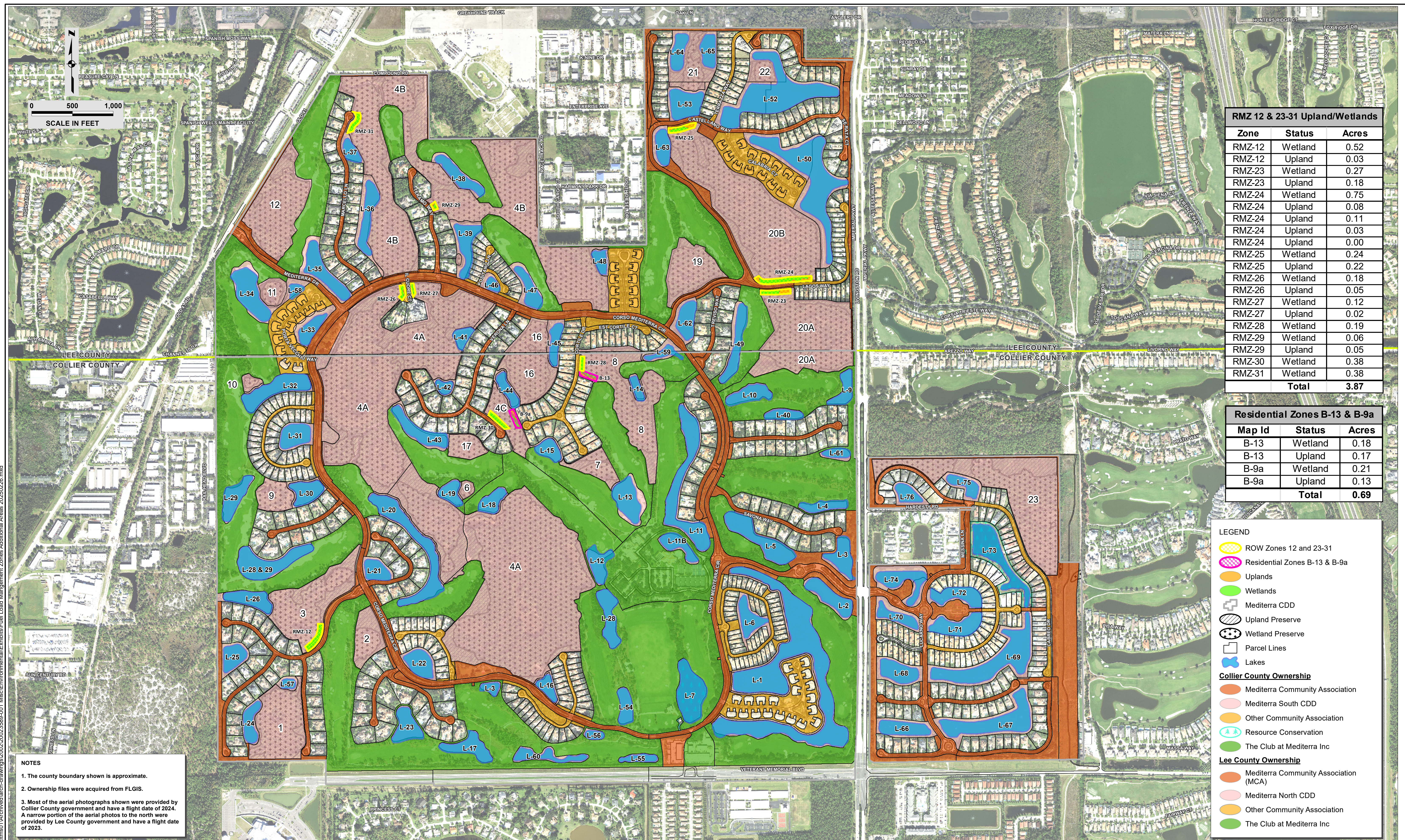
CLIENT

By: _____

Printed: _____

Title: _____

Date: _____, 2025



RMZ 12 & 23-31 Upland/Wetlands

Residential Zones B-13 & B-9a

LEGEND

Collier County Ownership

Lee County Ownership

NOTES

1. The county boundary shown is approximate.
2. Ownership files were acquired from FLGIS.
3. Most of the aerial photographs shown were provided by Collier County government and have a flight date of 2024. A narrow portion of the aerial photos to the north were provided by Lee County government and have a flight date of 2023.

REVISIONS		

Mediterra
Lee & Collier Counties, Florida

JOHNSON
ENGINEERING
— An Apex Company —

JOHNSON ENGINEERING, LLC
2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

Fuel Load Management Zones Residential Zones B-13 & B-9a and ROW Zones 12 & 23-31

DATE	PROJECT	FILE NO.	SCALE	SHEET
February 2025	20023589-001	--	As Shown	

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

7

From: Mark A. Zordan <maz@johnsoneng.com>
Sent: Monday, February 10, 2025 3:06 PM
To: Cleo Adams <crismond@whhassociates.com>
Cc: Chuck Adams <adamsc@whhassociates.com>; shane willis <williss@whhassociates.com>
Subject: Mediterra Fuel Load Map Request

Hi Cleo,

See attached, two map sets as follows:

“Fuel Load Parcel 7 Ownership Map” shows all the parcels and their respective ownership in the legend.

“ROW Fuel Load RMZ 12 & 23 – 29” is attached to be considered by the CDD BOS for a change order to the Residential Fuel Load contract. I will send this one to James Barron for a proposal.

Please do not hesitate to contact me with any questions or concerns. Thank you.

Best regards, Mark

Mark A. Zordan, PMP
Project Manager
JOHNSON ENGINEERING, LLC.
An Apex Company

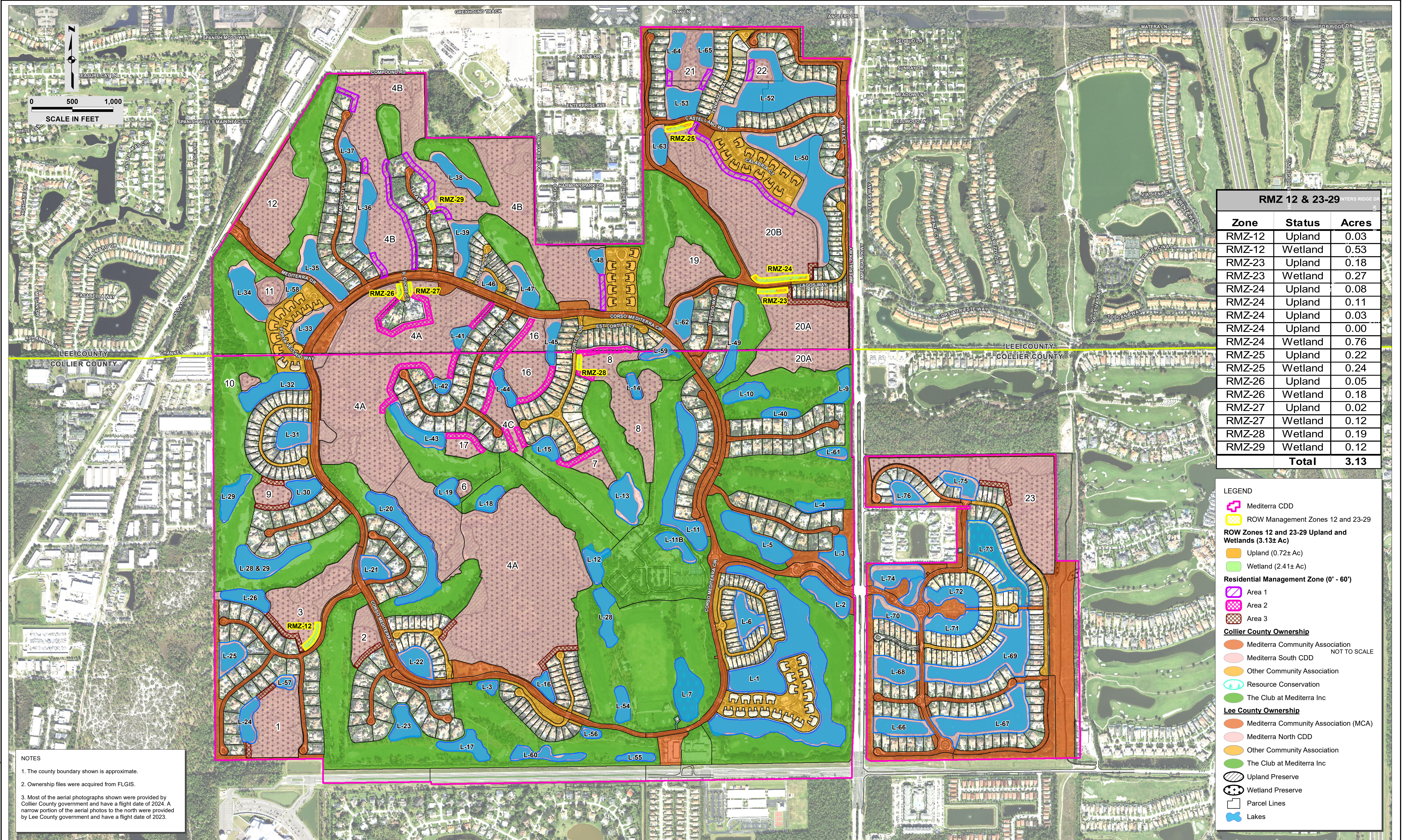
2122 Johnson Street | Fort Myers, FL 33901
Direct: (239) 461-2474 | Main: (239) 334-0046
Cell: (860) 459-8044
maz@johnsoneng.com
www.johnsonengineering.com

From: Cleo Adams <crismond@whhassociates.com>
Sent: Thursday, February 6, 2025 10:16 AM
To: Mark A. Zordan <maz@johnsoneng.com>
Cc: shane willis <williss@whhassociates.com>
Subject: Mediterra PDF Map Request

Hi Mark,

I’ve received the updated maps to hand out to the Board at their next meeting. Please send to me via email, as I would like to provide that to them as well. It is the fire reduction map that includes both projects.

SW Florida Strong –
Cleo Adams
District Manager
Wrathell, Hunt & Associates, LLC
9220 Bonita Beach Road



RMZ 12 & 23-29		
Zone	Status	Acres
RMZ-12	Upland	0.03
RMZ-12	Wetland	0.53
RMZ-23	Upland	0.18
RMZ-23	Wetland	0.27
RMZ-24	Upland	0.08
RMZ-24	Upland	0.11
RMZ-24	Upland	0.03
RMZ-24	Upland	0.00
RMZ-24	Wetland	0.76
RMZ-25	Upland	0.22
RMZ-25	Wetland	0.24
RMZ-26	Upland	0.05
RMZ-26	Wetland	0.18
RMZ-27	Upland	0.02
RMZ-27	Wetland	0.12
RMZ-28	Wetland	0.19
RMZ-29	Wetland	0.12
Total		3.13

LEGEND

Mediterra CDD

ROW Management Zones 12 and 23-29 Upland and Wetlands (3.13± Ac)

Upland (0.72± Ac)

Wetland (2.41± Ac)

Residential Management Zone (0' - 60')

Area 1

Area 2

Area 3

Collier County Ownership

Mediterra Community Association

Mediterra South CDD

Other Community Association

Resource Conservation

The Club at Medterra Inc

Lee County Ownership

Mediterra Community Association (MCA)

Mediterra North CDD

Other Community Association

The Club at Medterra Inc

Upland Preserve

Wetland Preserve

Parcel Lines

Lakes

NOTES

1. The county boundary shown is approximate.

2. Ownership files were acquired from FLGIS.

3. Most of the aerial photographs shown were provided by Collier County government and have a flight date of 2024. A narrow portion of the aerial photos to the north were provided by Lee County government and have a flight date of 2023.

REVISIONS

Mediterra
Lee & Collier Counties, Florida

JOHNSON
ENGINEERING

— An Apex Company —

JOHNSON ENGINEERING,LLC
2122 JOHNSON STREET
FORT MYERS, FLORIDA 33901
PHONE (239) 334-0046
E.B. #642 & L.B. #642

Right of Way Management Zones 12 and 23-29

DATE	PROJECT	FILE NO.	SCALE	SHEET
February 2025	20023589-001	--	As Shown	1

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

9

WORK AUTHORIZATION

February 14, 2025

Mediterra Community Development District
9920 Bonita Beach Road, Suite 214
Bonita Springs, Florida 34135

**Subject: Work Authorization for 2025 Surface Water and Sediment
Testing Analysis and Reporting**

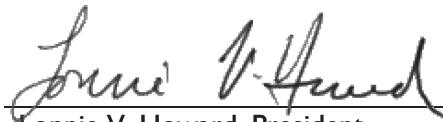
Dear Chairperson, Board of Supervisors:

Johnson Engineering, LLC ("CONSULTANT") is pleased to submit this work authorization to provide professional services for the Mediterra Community Development District ("OWNER/CDD"). We will provide these services pursuant to our current agreement dated February 26, 2003 ("Agreement") as follows:

- I. Scope of Work
The OWNER hereby engages the services of CONSULTANT to perform the work described in Exhibit A, attached hereto.
- II. Fees
The OWNER will compensate CONSULTANT in accordance with the terms of the Agreement and Exhibit B, attached hereto.

This Work Authorization, together with the Agreement, represent the entire understanding between the OWNER and CONSULTANT with regard to the referenced services and supersedes any previously executed proposal or agreement related to the provision of such services. If you wish to accept this Work Authorization, please sign where indicated below and return to our office. Thank you for the opportunity to be of service.

Sincerely,



Lonnie V. Howard, President
Authorized Representative of
Johnson Engineering, LLC

APPROVED AND ACCEPTED:

By: _____

Authorized Representative of
Mediterra Community Development District

Date: _____

Exhibit A

Exhibit A consisting of two (2) page(s) referred to in the Professional Services Agreement between OWNER and CONSULTANT for professional services dated February 26, 2003.

Services not set forth in this Exhibit A, or not listed or described herein, are expressly excluded from the Scope of the Professional Services of the CONSULTANT. The CONSULTANT assumes no responsibility to perform any services not specifically identified and/or otherwise described in this Exhibit A.

Initial:

OWNER
CONSULTANT 

SCOPE OF SERVICES

PROFESSIONAL SERVICES OF THE CONSULTANT:

Johnson Engineering, LLC, will provide testing, analysis, and reporting support of the condition of a select group of the storm water management ponds within the Mediterra Community Development District (District). The terms lake and pond for storm water management ponds are often used interchangeably; therefore, Florida Department of Environmental Protection (FDEP) Lake Criteria and Stream Criteria are provided herein for comparison of water quality samples results.

Task 1 – Wet Season Surface Water Sampling:

CONSULTANT will collect one (1) set of wet season (August through September) water quality (WQ) samples from four (4) outfall ponds within the District boundaries (L-24, L-37, L-52, L-55) and one (1) additional pond (L-35). Field measurements including Temperature (°C), Dissolved Oxygen (%), Specific Conductance (µS/cm), pH (S.U.), and turbidity (NTU) will be field measured using a FDEP approved WQ meters. WQ samples will be collected from discharging water over the outfall structures at L-24, L-37, L-52, L-55 and from the bank at L-35 at no less than two (2) feet below the surface of the water. Sampling will be conducted in accordance with the applicable FDEP Standard Operating Procedures (SOP), and samples will be delivered to an accredited certified water laboratory following proper chain-of-custody procedures under standard turnaround time. The WQ samples will be analyzed for nitrate + nitrite (NOX), total Kjeldahl nitrogen (TKN), total nitrogen (TN), and total phosphorus (TP). Ponds for which laboratory results exceed the water quality reference standard (Stream Criteria) will be resampled, one time only.

Lump Sum Fee: \$2,992.00

Task 2 – Dry Season Sediment Sampling:

CONSULTANT will collect one (1) set of dry season (March through May) sediment samples from four (4) outfall ponds within the District boundaries (L-24, L-37, L-52, L-55) and one (1) additional pond (L-35). Sediment samples will be collected from one (1) location in L-37, two (2) locations in L-24, L-35, L-55, and three (3) locations in L-52. Physical characteristics including core makeup, core depth, and muck thickness will be measured by CONSULTANT.

Lump Sum Fee: \$5,691.00

Task 3 – Surface Water Quality & Sediment Reporting:

The surface water quality results will be compared to relevant water quality standards for Lake Criteria including $TN \leq 1.27$ milligrams/liter (mg/L) and $TP \leq 0.05$ mg/L, and Stream Criteria including $TN \leq 1.54$ mg/L, $TP \leq 0.12$ mg/L for the ponds and downstream water bodies. The WQ and sediment testing results will be evaluated to help determine overall pond health. The result comparison and evaluation will be presented to the District and provided as tables and/or graphs in a brief letter report.

Lump Sum Fee: \$4,112.00

REIM – Reimbursable Expenses:

Cost for use of instruments and equipment to collect samples and field parameters for surface water and sediment sampling events. Refer to Attachment I A to Exhibit B.

Estimate Time & Materials Fee: \$400 (Field equipment and sediment sampling materials)

SUB-CONSULTANT SERVICES:

LAB - Laboratory Analysis: Surface water samples will be analyzed for NOX, TKN, TN, and TP. Only sediment samples that contain muck will be laboratory analyzed for NOX, TKN, TN, and TP.

Estimate Time & Material Fee: \$800 (\$400 for WQ results & \$400 for sediment results)

Exhibit B

Exhibit B consisting of two (2) page(s) referred to in the Professional Services Agreement between OWNER and CONSULTANT for professional services dated February 26, 2003.

Initial:
OWNER
CONSULTANT 

COMPENSATION

Definitions:

Lump Sum (LS): Includes all direct and indirect labor costs, personnel related costs, overhead and administrative costs, which may pertain to the services performed, provided, and/or furnished by the CONSULTANT as may be required to complete the services in Exhibit A. The total amount of compensation to be paid the CONSULTANT shall not exceed the amount of the total Lump Sum compensation established and agreed to. The portion of the amount billed for CONSULTANT'S services which is on account of the Lump Sum will be based upon CONSULTANT'S estimate of the proportion of the total services actually completed at the time of billing.

Time and Materials (T&M): For the actual hours expended by the CONSULTANT'S professional and technical personnel, multiplied by the applicable hourly rates for each classification or position on the CONSULTANT'S standard billing rate schedule in effect at the time the services are rendered. The current standard billing rate schedule is attached to this Exhibit B as Attachment No. 1. The amount payable for the services of CONSULTANT'S Sub-Consultants engaged to perform or furnish services in Exhibit A will be the amount billed to CONSULTANT times a factor of 1.10. The amount payable for Reimbursable Expenses will be the charge actually incurred by or imputed cost allocated by CONSULTANT, therefore times a factor of 1.10.

Estimated Fees: CONSULTANT'S estimate of the amount that will become payable for Services (including CONSULTANT'S Sub-Consultants and reimbursable expenses) is only an estimate for planning purposes, is not binding on the parties and is not the maximum amount payable to CONSULTANT for the services under this Agreement. Notwithstanding the fact that the estimated amount for the services is exceeded, CONSULTANT shall receive compensation for all Services furnished or performed under this Agreement.

If it becomes apparent to CONSULTANT at any time before the Services to be performed or furnished under this Agreement are about eighty percent complete that the total amount of compensation to be paid to CONSULTANT on account of these Services will exceed CONSULTANT'S estimate, CONSULTANT shall endeavor to give OWNER written notice thereof. Promptly thereafter OWNER and CONSULTANT shall review the matter of compensation for such Services, and either OWNER shall accede to such compensation exceeding said estimated amounts or OWNER and CONSULTANT shall agree to a reduction in the remaining services to be rendered by CONSULTANT under this Agreement so that total compensation for such Services will not exceed said estimated amount when such services are completed. The CONSULTANT shall be paid for all services rendered if CONSULTANT exceeds the estimated amount before OWNER and CONSULTANT have agreed to an increase in the compensation due to CONSULTANT or a reduction in the remaining services.

For services provided and performed by CONSULTANT for providing and performing the Task(s) set forth and enumerated in Exhibit A entitled "Scope of Services", the OWNER shall compensate the CONSULTANT as follows:

TASK	ITEM	AMOUNT (Estimated if T&M)	FEE TYPE (LS;T&M)
1	Wet Season Surface Water Sampling	\$2,992.00	LS
2	Dry Season Sediment Sampling	\$5,691.00	LS
3	Surface Water Quality and Sediment Reporting	\$4,112.00	LS
TOTAL COMPENSATION FOR CONSULTANT'S SERVICES:		\$12,795.00	LS

For services of CONSULTANT's Sub-Consultants engaged to perform or furnish services, the OWNER shall compensate the CONSULTANT as follows:

TASK	SUB-CONSULTANT	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M)
LAB	Cost for lab analysis of the samples is estimated at \$400 for the surface water sampling and \$300 for the sediment sampling.	\$800.00	T&M
TOTAL COMPENSATION FOR SUB-CONSULTANT'S SERVICES:		\$800.00	T&M

For reimbursable expenses of CONSULTANT, the OWNER shall compensate the CONSULTANT as follows:

REIMBURSABLE EXPENSES	AMOUNT (Estimated if T&M)	FEE TYPE (LS; T&M)
Cost for use of instruments and equipment to collect lab samples and field parameters.	\$400.00	T&M
TOTAL COMPENSATION FOR REIMBURSABLE EXPENSES:	\$400.00	T&M

TOTAL COMPENSATION, INCLUDING SUB-CONSULTANTS & REIMBURSABLE EXPENSES:	\$13,995.00	LS; T&M
---	--------------------	--------------------



ATTACHMENT I TO EXHIBIT B

**PROFESSIONAL SERVICES
HOURLY RATE SCHEDULE
September 6, 2023**

Professional

9	\$330
8	\$270
7	\$248
6	\$220
5	\$193
4	\$176
3	\$165
2	\$138
1	\$127

Technician

6	\$182
5	\$154
4	\$132
3	\$110
2	\$88
1	\$77

Administrative

3	\$105
2	\$94
1	\$77

Field Crew

4-Person	\$270
3-Person	\$231
2-Person	\$182

Field Equipment

Field Equipment on Separate Schedule

Expert Witness \$440

**Reimbursable Expenses
and Sub-Consultants** Cost + 10%

**Construction Engineering and Inspection
(CEI Services)**

CEI Services Manager	\$204
CEI Senior Project Administrator	\$182
CEI Project Administrator	\$165
Contract Support Specialist	\$138
Senior Inspector	\$127
CEI Inspector III	\$116
CEI Inspector II	\$105
CEI Inspector I	\$94
Compliance Specialist	\$105
CEI Inspector's Aide	\$77

ATTACHMENT 1A TO EXHIBIT B

FIELD EQUIPMENT COST SCHEDULE

Updated: October 9, 2023

PROJECT NAME: _____

PROJECT #: _____

DATE: _____

ITEM	UNIT OF MEASURE	UNIT COST	QUANTITY	TOTAL
BOATS				
14' Jon Boat w/trailer	Hour	\$11.00		\$0.00
10' Jon Boat	Hour	\$11.00		\$0.00
8.5' Boat or Kayak	Hour	\$7.00		\$0.00
Electric Boat Motor	Hour	\$4.00		\$0.00
Gasoline Boat Motor	Hour	\$5.50		\$0.00
20' Fiberglass Skiff	Hour	\$27.50		\$0.00
Airboat	Day	\$500.00		\$0.00
SURVEY EQUIPMENT				
StarVac Truck	Hour	\$132.00		\$0.00
Hydrographic Survey Equipment	Hour	\$110.00		\$0.00
WATER QUALITY EQUIPMENT				
ISCO Avalanche Sampler	Month	\$330.00		\$0.00
Cellular Modem	Month	\$132.00		\$0.00
YSI 6600 EDS Water Quality Sonde	Month	\$550.00		\$0.00
40W Solar Panel	Month	\$55.00		\$0.00
Multi Parameter Water Quality Probe	Hour	\$16.50		\$0.00
Peristaltic Pump	Day	\$33.00		\$0.00
Turbidimeter	Day	\$33.00		\$0.00
Chloride Titration	Each	\$11.00		\$0.00
Conductivity Meter	Hour	\$5.50		\$0.00
Silicone Tubing	Foot	\$5.50		\$0.00
HDPE Disposable Sample Tubing	Foot	\$2.00		\$0.00
Water Level Indicator	Day	\$22.00		\$0.00
Water Quality Sample Disposable Filters	Each	\$17.00		\$0.00
Van Dorn Depth-Activated Sample Bottle	Day	\$22.00		\$0.00
Telescoping Sample Pole	Day	\$5.50		\$0.00
Secchi Disc	Day	\$5.50		\$0.00
Depth Rod	Day	\$5.50		\$0.00
ISCO Rain Gauge	Month	\$33.00		\$0.00
In-Situ Bluetooth TROLL Com	Hour	\$5.50		\$0.00
FLOW METERS				
Price Open Cup Flow Meter	Hour	\$11.00		\$0.00
Global Water Flow Probe	Hour	\$5.50		\$0.00
ISCO 2150 AVM	Month	\$198.00		\$0.00
ISCO 750 AVM	Month	\$165.00		\$0.00
GE Panametrics Flowmeter	Day	\$220.00		\$0.00
DATALOGGERS				
In-Situ Datalogger Stage Recorder	Month	\$110.00		\$0.00
GPS				
Trimble Geo-XT Sub Meter GPS	Hour	\$14.00		\$0.00
MISCELLANEOUS EQUIPMENT				
Trash Pump	Day	\$55.00		\$0.00
Power Auger	Day	\$55.00		\$0.00
Wildlife Camera	Hour	\$11.00		\$0.00
Drone	Hour	\$27.50		\$0.00
Utility Vehicle	Month	\$1200.00		\$0.00
Utility Vehicle	Week	\$400.00		\$0.00
Utility Vehicle	Day	\$100.00		\$0.00
Swamp Buggy	Day	\$300.00		\$0.00
Acoustic Recording Device	Week	\$33.00		\$0.00
1 HP Submersible Pump	Day	\$55.00		\$0.00
Downhole-Video Camera	Day	\$110.00		\$0.00
PROJECT TOTAL:				\$0.00

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

10

M.R.I Construction Inc.

CGC# 1507963

5570 Zip Dr.

Fort Myers, Fl. 33905

239-984-5241 Office

239-236-1234 Fax

mriunderground@gmail.com



Bill To

MEDITERRA CDD

C/O Wrathell, Hunt & Associates LLC

9220 BONITA BEACH RD. STE 214

BONITA SPRINGS, FL. 34135

Invoice

Date	Invoice #
2/21/2025	4366

[illegible]

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

1:21



Naples - Mediterra

June 10, 2024 9:03 AM



100%





Naples - Mediterra

June 10, 2024 9:03 AM



HDR



1:21



Naples - Mediterra

June 10, 2024 9:03 AM



HDR



MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2025**

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICTS
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2025**

	Governmental Funds			Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2022	
ASSETS				
Cash				
Suntrust - 3651	\$ 264			\$ 264
Suntrust - 7218	418,777	-	-	418,777
BankUnited - 0882	1,849,836	-	-	1,849,836
ICS - Bankunited	99,990	-	-	99,990
Investments				
BB&T - CDARS	469	-	-	469
Series 2013				
Revenue	-	479,954	-	479,954
Reserve	-	75,000	-	75,000
Series 2022				
Principal	-	-	3	3
Prepayment	-	-	972	972
Revenue	-	-	972,914	972,914
Undeposited funds	23,197	-	-	23,197
Due from MS 2022	55,405	-	-	55,405
Due from other	3,145	-	-	3,145
Electric deposit	2,346	-	-	2,346
Total assets	<u>\$ 2,453,429</u>	<u>\$ 554,954</u>	<u>\$ 973,889</u>	<u>\$ 3,982,272</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	\$ 3,048	\$ -	\$ -	\$ 3,048
Due to other funds				
General fund	-	-	55,405	55,405
Total liabilities	<u>3,048</u>	<u>-</u>	<u>55,405</u>	<u>58,453</u>
Fund Balances				
Restricted for:				
Debt service	-	554,954	918,484	1,473,438
Assigned				
3 months working capital	268,067	-	-	268,067
Future fire mitigation clean-up	160,000	-	-	160,000
Unassigned	2,022,314	-	-	2,022,314
Total fund balances	<u>2,450,381</u>	<u>554,954</u>	<u>918,484</u>	<u>3,923,819</u>
Total liabilities and fund balances	<u>\$ 2,453,429</u>	<u>\$ 554,954</u>	<u>\$ 973,889</u>	<u>\$ 3,982,272</u>
*Required bank loan reserve which will be applied to final payment				

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND 001
FOR THE PERIOD ENDED JANUARY 31, 2025

	Current Month	Year to Date	Budget	% of Budget
REVENUE				
Special assessment: on roll	\$ 50,216	\$ 1,217,708	\$ 1,352,268	90%
Interest and miscellaneous	5,203	13,577	30,000	45%
Total revenues	<u>55,419</u>	<u>1,231,285</u>	<u>1,382,268</u>	89%
EXPENDITURES				
Administrative				
Supervisors	1,077	4,731	9,900	48%
Management	4,164	16,658	49,973	33%
Accounting	1,392	5,567	16,700	33%
Audit	-	-	15,000	0%
Legal	952	2,787	15,000	19%
Field management	1,275	5,100	15,300	33%
Engineering	12,904	38,827	50,000	78%
Trustee	-	-	10,000	0%
Dissemination agent	333	1,333	4,000	33%
Arbitrage rebate calculation	-	-	1,500	0%
Assessment roll preparation	417	1,666	5,000	33%
Postage	155	723	1,500	48%
Insurance	-	12,871	13,600	95%
Legal advertising	774	1,264	3,000	42%
Contingencies	(25)	1,028	3,000	34%
Annual district filing fee	-	175	175	100%
Website	-	-	705	0%
ADA website compliance	-	210	210	100%
Total administrative	<u>23,418</u>	<u>92,940</u>	<u>214,563</u>	43%
Water management				
Lake Maintenance	(23,197)	37,331	350,000	11%
Contractual services	-	4,305	37,900	11%
Aquascaping/cutbacks/pipe cleanout	-	-	100,000	0%
Fuel Load reduction conservation areas	-	-	350,000	0%
Lake bank erosion repairs	-	-	100,000	0%
Electricity	3,599	12,687	30,000	42%
Aeration replacement and repairs	5,330	105,190	44,730	235%
Miscellaneous	-	128	-	N/A
Total water management	<u>(14,268)</u>	<u>159,641</u>	<u>1,012,630</u>	16%
Other fees & charges				
Property appraiser & tax collector	462	22,422	35,456	63%
Total other fees & charges	<u>462</u>	<u>22,422</u>	<u>35,456</u>	63%
Total expenditures	<u>9,612</u>	<u>275,003</u>	<u>1,262,649</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	45,807	956,282	119,619	
Fund balances - beginning	2,404,574	1,494,099	1,194,456	
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	2,022,314	2,022,314	886,008	
Fund balances - ending	<u>\$ 2,450,381</u>	<u>\$ 2,450,381</u>	<u>\$ 1,314,075</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 JANUARY 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 8,003	\$ 286,871	\$ 315,756	91%
Interest	1,089	4,563	-	N/A
Total revenues	<u>9,092</u>	<u>291,434</u>	<u>315,756</u>	92%
EXPENDITURES				
Debt service				
Principal	-	-	185,000	0%
Interest	-	59,000	118,000	50%
Total debt service	<u>-</u>	<u>59,000</u>	<u>303,000</u>	19%
Other fees & charges				
Property appraiser & tax collector	155	7,166	11,512	62%
Total other fees & charges	<u>155</u>	<u>7,166</u>	<u>11,512</u>	62%
Total expenditures	<u>155</u>	<u>66,166</u>	<u>314,512</u>	21%
Excess/(deficiency) of revenues over/(under) expenditures	8,937	225,268	1,244	
Fund balances - beginning	546,017	329,686	310,748	
Fund balances - ending	<u>\$ 554,954</u>	<u>\$ 554,954</u>	<u>\$ 311,992</u>	

**MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES , EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND 222 - SERIES 2022 (REFUNDED SERIES 2012)
FOR THE PERIOD ENDED JANUARY 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessment: on roll	\$ 34,883	\$ 742,141	\$ 827,957	90%
Interest	1,035	4,153	-	N/A
Total revenues	<u>35,918</u>	<u>746,294</u>	<u>827,957</u>	90%
EXPENDITURES				
Debt service				
Principal	-	-	708,000	0%
Interest	-	55,134	110,289	50%
Total debt service	<u>-</u>	<u>55,134</u>	<u>818,289</u>	7%
Other fees & charges				
Property appraiser & tax collector	230	10,636	17,156	62%
Total other fees & charges	<u>230</u>	<u>10,636</u>	<u>17,156</u>	62%
Total expenditures	<u>230</u>	<u>65,770</u>	<u>835,445</u>	8%
Excess/(deficiency) of revenues over/(under) expenditures	35,688	680,524	(7,488)	
Fund balances - beginning	882,796	237,960	209,331	
Fund balances - ending	<u>\$ 918,484</u>	<u>\$ 918,484</u>	<u>\$ 201,843</u>	

MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT

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2025 Operations Financial Impact Analysis

3.12.25

<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	\$ 338,613	\$ 11,387
Contract Services	\$37,900	\$ 38,635	\$ (735)
Aqua/cut backs/pipe cleanout	\$ 100,000	\$ 269,400	\$ (169,400)
Fuel Load reduction right of ways	\$ -	\$ 196,672	\$ (196,672)
Fuel Load reduction conservations	\$350,000	\$ 921,348	\$ (571,348)
Lake Bank - Erosion Repairs	\$ 100,000	\$ 82,074	\$ 17,926
Electricity	\$ 30,000	\$ 9,089	\$ 20,911
Aeration Repairs and replacements	\$ 44,730	\$ 106,625	\$ (61,895)
	\$ 1,012,630	\$ 1,962,456	\$ (949,826)

Notes

Mediterra Breakdown March 12, 2025

Summary:

Water Management:

Lake Maintenance Contract	\$349,365.00 (expires 10/31/25) <u>\$ 11,151.90</u> C/O (January thru October) \$ 338,212.70
Conservation 4-B Dead Pine/Palm	\$ 400.00 (Cintron – invoice received 11.22.24)

Total: \$338,612.70

Contract Services:

Cane Toad Removal Project	\$ 20,000.00 (expires 11/30/25)
Lake 52 bacteria applications	\$ 5,700.00 (expires 11/30/25)
Water Quality Testing	\$ 12,200.00
Iguana Inspections	\$ 735.00

Total: \$38,635.00

Aqua/cutbacks/pipe cleanout:

Annual Pipe Cleanout Project	\$183,300.00 (commenced in 2024/Completed 2/2025)
Annual Pipe Cleanout 2025	\$ 58,700.00 (Approved 2/2025)
Annual Pipe Inspections	\$ 6,500.00
Pipe Repairs	\$ 20,900.00
Littoral Plantings Project	\$

Total: \$269,400.00

Fuel Load Reduction right of ways	\$205,891.00 <u>\$ 9,219.00</u> C/O (Deduction RMZ-7 is MCA Property) \$196,672.00
Fuel Load Reduction conservation areas	\$785,250.00 <u>\$136,098.08</u> C/O (additional 4.56 acres for Board Consideration) \$921,348.08

Total: \$1,118,019.08

Lake Bank - Erosion Repairs

Lake 6/Villorsi	\$13,800.00
Lakes 15, 22 & 43	\$99,472.00 (Cortile/Medici/Verona)
	\$34,498.00 (C/O to remove Lake 43 Project)
	\$64,974.00
Lake 15	\$ 800.00 (C/O approved 2/2025)
Lake 15	\$ 2,500.00 (C/O for board consideration 3/2025)

Total: \$82,074.00

Aeration Repairs & Replacement:	\$ 99,859.99 (Fire ball/Cabinet Install)
Aeration Repairs & Replacement:	\$ 4,670.00
Aeration Repairs & Replacement:	\$ 6,752.95
Aeration Repairs & Replacement:	\$ 4,657.76

Total: \$106,625.18

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 Hydro-seal 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. Dredging of Storm Inlet Lake 6/Villoresi lake end to extend this pipe out five feet and approved August 21, 2024. Cost \$11,800.00 + C/O \$2K for required sod for a total of \$13,800.00
Bank Restoration of Lakes 15 & 22 completed/invoiced 2.18.25

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

Note: Fireball/Cabinet Install project was completed the week of November 25th.

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>		
¹ <i>Bella Vita II 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 11, 2025 ¹	Wildfire Workshop	10:30 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.*

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COMMUNITY DEVELOPMENT DISTRICT

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Key Activity Dates

Updated: March - 2025

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 11/2025
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/Nov 2025
Lake & Wetland Contract	SOP	N/A	Executed Contract Agreement with EarthBalance for Lake and Wetland Services.	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).Project completed November 25, 2024.	Warranty Expires 11/2026
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 6/30/2025
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, 2024	11/30/2025
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 December 3rd.	12/3/2025
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%. 2025 Annual Inspections commenced on January 6th. Pipe cleaning approved during the February Board meeting for \$58,700.00. Project schedule not yet received.	2025 Annual inspections completed in January
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 conducted by WHA	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.	3/1/2025
Littoral Planting Projects	SOP	N/A	Lakes will be identified during the annual Lake audit.	3/1/2025
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
Residential Preserve Fire Reduction Program - Three Year Rotation Program	SOP	N/A	As approved June 16, 2021; 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.	Estimated time frame: 2/3/25 thru 5/31/25
Fuel Load Reduction Right of Ways	SOP	N/A	As approved at the August 21, 2024 meeting; project awarded to Earthbalance and is scheduled to commence during the dry season and added to the Fiscal Year 2024/25 Budget.	December 9, 2024 thru January 28, 2025
Phase Three East - Stormwater Pond 74: Permit# 11-103215-P	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 May 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	12/31/2025
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.	Due 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 opportunity to proof communications before they are sent.	Mr. Adams	X		
8	11.16.22	ACTION	Add Mr. Tarr in fire incident emails so he can alert Board.	Mr. Bowden	X		
9	02.21.24	ACTION	Take ethics training by 12.31.24. \$79 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	08.21.24	ACTION	Webmaster to send Shane monthly email regarding updates.	Mr. Willis	X		
13	08.21.24	ACTION	Email Board when agenda packages are late.	Corporate	X		
14	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		
15	10.16.24	ACTION	Ensure palm fronds, trash & debris are removed from lakes as water levels recede.	Mr. Willis	X		
16	10.16.24	ACTION	Submit proposal for independent performance review of stormwater system according to scope of work as discussed.	Mr. Zordan	X		
17	10.16.24	ACTION	Monitor Operating Account to maintain \$250,000 & sweep excess to BankUnited ICS account.	Corporate	X		
18	11.20.24	BOTH	Work w/ ARC, MCA, etc to make sure drainage is addressed when approving lanai expansion and landscape remodels.	Admin Staff	X		

MEDITERRA CDD

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19	11.20.24	ACTION	Lake 37 will be tested in dry season. Mr. Elizarraraz: Provide letter stating "We see no reason to take any additional action until the next regularly scheduled sampling".	Mr. Zordan/ Mr. Elizarraraz	X		
20	01.15.25	ACTION	Plant "Land lock mat" littorals when rains begin. (April/May)	Mr. Zordan	X		
21	02.19.25	ACTION	Inspect large dead tree in Cortile pond area behind Mr. Peter Ray's home for possible removal.	Mr. Zordan	X		
22	02.19.25	ACTION	Notify homeowners that their previous drainage system modifications caused washouts, some significant.	CDD Staff	X		
23	02.19.25	ACTION	Improve communications, ensure correct letters are sent to homeowners and develop a timeline.	CDD Staff	X		
24	02.19.25	ACTION	Irrigation company to ensure irrigation reaches sod, install additional lines & irrigation heads.	Mr. Nott	X		
25	02.19.25	ACTION	Ensure sod is watered twice per day for first month.	Mr. Nott	X		
26	02.19.25	ACTION	Develop checklist to track notifications, repairs, & movement of drainage to be done by the homeowner versus the CDD.	CDD Staff	X		
27	02.19.25	ACTION	Utilize property owners' official contact info from Property Tax Records for official communications & send copy of communication to any alternate contacts provided.	CDD Staff	X		
28	02.19.25	ACTION	Follow up with MRI regarding tractor left in cul-de-sac, sod damage from when tractor entered, and roadway stains.	Mr. Willis	X		
29	02.19.25	ACTION	Mr. Zordan: Re-bid Lake 43 Verona project. Mrs. Adams: Prep Change Order to remove \$34,498 MRI project cost. Include photos, maps and info on next agenda.	Mr. Zordan Mrs. Adams	X		
30	02.19.25	ACTION	Research if plantings are prohibited in drainage easements.	Mr. Zordan	X		
31	02.19.25	ACTION	Notify resident and open maximum of 20' in the littoral plantings behind the home.	Mr. Nott	X		
32	02.19.25	ACTION	Present proposal for the 3 extra acres of ROW clearing at residential rates.	Mr. Zordan/ Mr. Barron	X		
33	02.19.25	ACTION	Mrs. Radford: Inform Mrs. Adams of MRI pipe cleaning date in advance. Send e-Blast to residents.	Ms. Radford/ Mrs. Adams	X		
34	02.19.25	ACTION	Email EarthBalance preserve cleanup timeline to Mrs. Adams.	Mr. Zordan	X		

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35	02.19.25	ACTION	Draft the notice to residents to be sent via e-blast.	Ms. Gartland	X		
36	02.19.25	ACTION	Share most updated GIS map with Board & Staff. Post it on website. Present GIS map updates proposal at next meeting.	Mr. Zordan	X		
37	02.19.25	BOTH	Draft policy to hold homeowners accountable for failure to make recommended lake bank remediations. Present draft at next meeting.	Ms. Willson	X		
38	02.19.25	AGENDA	Include comprehensive Lake Bank Analysis for next calendar year on April agenda.	CDD Staff	X		
39	02.19.25	ACTION	Update Frequently Asked Questions (FAQs)	CDD Staff	X		
40	02.19.25	ACTION	Attempt to borrow "Owl" camera for future meetings when all Supervisors are not present.	Mr. Willis	X		
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1	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
2	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
3	06.20.24	ACTION	Look into resident report of a pipe floating in the lake.	Mr. Radford		X	10.16.24
4	08.21.24	ACTION	Determine if golf course will participate in iguana control.	Mr. Willis		X	10.16.24
5	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
6	08.21.24	BOTH	Address if fire liability coverage of \$75,000 is adequate.	Ms. Willson		X	10.16.24
7	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	12.04.24
8	06.20.24	ACTION	Obtain proposal for repairs to Veterans/OS-Coco 1 outfall structures in dry season.	Mr. Zordan		X	12.04.24
9	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	12.04.24
10	10.16.24	ACTION	Add 15221 Medici to MRI's list of drain pipes to be addressed.	Mr. Willis		X	12.04.24
11	10.16.24	ACTION	Ms. Willson's email to be attached to the 10.16.24 Minutes.	Corporate		X	12.04.24
12	10.16.24	ACTION	Send/email info package with approved vendors for remediations and schematics to Board Members.	Mr. Willis		X	12.04.24
13	10.16.24	BOTH	Appointment to Vacant Seat 4 might occur at Nov. meeting.	Mrs. Adams		X	12.04.24
14	10.16.24	ACTION	Resend the summary of insurance coverages to the Board.	Mrs. Adams		X	12.04.24
15	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	12.04.24
16	05.15.24	ACTION	Aquatics reports to be informative rather than repetitive or boilerplate. Factual reporting is needed, not marketing.	Mrs. Adams		X	02.19.25
17	08.21.24	ACTION	MRI Proposal #4931 for Lake #6 inlet in Villoresi: Schedule after rainy season.	Mrs. Adams		X	02.19.25
18	10.16.24	ACTION	Send MRI pipe inspection updates to Board when received.	Mrs. Adams		X	02.19.25
19	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	02.19.25
20	10.16.24	ACTION	Confirm EarthBalance/Crosscreek tech # & service days/week.	Mr. Willis		X	02.19.25

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21	10.16.24	BOTH	Prepare and send insurance summary to Board Members	Ms. Willson		X	02.19.25
22	10.16.24	ACTION	Schedule ROV pipe inspection for mid-January if possible.	Mrs. Adams		X	02.19.25
23	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	02.19.25
24	11.20.24	ACTION	Discuss second possible dog park site with MCA.	Mr. Tarr		X	02.19.25
25	11.20.24	ACTION	Follow up with GulfScapes re: proposal and engage contractor to replace washed out sod; NTE \$1,000.	Mr. Willis		X	02.19.25
26	11.20.24	ACTION	Update letter to residents, forward to Mrs. Adams to send to Mr. Tarr for review, after which the letter will be sent.	Ms. Gartland		X	02.19.25
27	11.20.24	ACTION	Review/approve Evaluation Criteria & project documents for preserves bid process, fire reduction RFP & fire ROW RFP; it is hoped that proposals can be reviewed in January 2025.	Board		X	02.19.25
28	11.20.24	ACTION	Provide Mr. Light a copy of the Lake Map.	Mrs. Adams		X	02.19.25
29	11.20.24	ACTION	Follow up with webmaster so Rules of Procedures are accessible on website.	Mr. Willis		X	02.19.25
30	11.20.24	ACTION	Offer Zoom mtgs going forward; re-advertise Meeting Sched.	Mrs. Adams		X	02.19.25
31	12.04.24	ACTION	Add link to FAQs to website home page. Attach FAQ to nxt letter.	Mr. Willis		X	02.19.25
32	12.04.24	ACTION	Provide corrective action plan for Aquatic Maintenance Services.	Mr. Barron EarthBalance		X	02.19.25
33	12.04.24	ACTION	Advertise Fuel Load Reduction project for sealed bids. Open bids 01.06.25. Recommendations to BOS before Jan mtg.	Mr. Zordan		X	02.19.25
34	12.04.24	ACTION	Update Fuel Load Reduction Project Manual & solicit repeat contractors. Date to be extended if no responses are received.	Ms. Willson		X	02.19.25
35	12.04.24	ACTION	Readvertise & reschedule May mtg from 05.21.25 to 05.14.25.	Mrs. Adams		X	02.19.25
36	12.04.24	ACTION	Inspect lake structures #224 and #224A, re: complaint of foul odor emanating from cement structure	Mr. Willis		X	02.19.25
37	12.04.24	ACTION	Determine if dead palms can be removed from the preserve.	Mrs. Adams		X	02.19.25
38	12.04.24	ACTION	Speak with MRI re: failure to have flagmen directing traffic while working in CDD.	Mrs. Adams		X	02.19.25

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39	01.15.25	ACTION	Identify CDD & MCA parcels cleared in ROW clearing project. Email GIS tech re: is info already in the shape files. MCA acreage to be deducted from contract. Alert MCA that Area 7 is not CDD's responsibility.	Mr. Zordan		X	02.19.25
40	01.15.25	ACTION	Inspect area of Medici Cocoplum hedge regarding 7 gaping holes & to mitigate issue. 2.19.25: The replacement Cocoplums installed were of inadequate size. Ms. Wheeler will not ask the CDD for compensation, as they will grow.	Mr. Barron EarthBalance		X	02.19.25
41	01.15.25	ACTION	Email Johnson Engineering standards for the Conservation Area Fuel Load Reduction Services RFP to Mr. Light.	Mr. Adams		X	02.19.25
42	01.15.25	ACTION	Email Fishing Policy from another CDD to Board and/or Staff for informational purposes.	Mr. Adams		X	02.19.25
43	01.15.25	ACTION	Have sod behind 15201 Medici replaced.	Mr. Willis		X	02.19.25
44	01.15.25	ACTION	Meet with Mr. Lively & follow up re: open structure behind pickleball court (can it be covered, runoff flow etc.)	Mr. Willis		X	02.19.25

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MEDITERRA CDD CONTRACTS/CONTRACTORS

[illegible]