

**MINUTES OF MEETING
MEDITERRA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mediterra Community Development District held a Regular Meeting on April 16, 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.

Present:

Kenneth Tarr
Vicki Gartland
Mary Wheeler
John Henry
Stephen Light

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Chuck Adams
Cleo Adams
Shane Willis
Alyssa Willson (via phone)
Mark Zordan
Bill Bowden
Andy Nott
Neal Spungen (via phone)
Erik Speyer (via phone)
Sandy Di Pasquale

District Manager
District Manager
Operations Manager
District Counsel
District Engineer
MCA General Manager
Superior Waterways
Dryad
Dryad
Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:00 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

This item was presented following the Third Order of Business.

THIRD ORDER OF BUSINESS

Chairman's Comments

Mr. Tarr noted that District Management has a hard deadline for submissions to the agenda. He expressed appreciation for the accuracy of agenda books given the volume of items.

- **Public Comments (3 minutes per speaker)**

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

Resident Sandy Di Pasquale agreed to reserve his comments regarding the Cortile lake bank restoration until the Seventh Order of Business.

FOURTH ORDER OF BUSINESS**Approval of March 19, 2025 Regular Meeting Minutes**

The following changes were made:

Line 89: Change “either” to “neither”

Line 103: Delete “Ms. Wheeler agreed and stated the CDD can make sure residents have a means of evacuation.”

On MOTION by Ms. Wheeler and seconded by Mr. Henry, with all in favor, the March 19, 2025 Regular Meeting Minutes, as amended, were approved.

FIFTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of February 28, 2025**

The Unaudited Financial Statements as of February 28, 2025, were discussed.

Mr. Adams will make sure the footnote at the bottom of Page 1 is removed as requested at the last meeting. On roll assessment collections were at 94% as of February 28, 2025 with one month until the payment deadline. Staff will follow up with EarthBalance regarding delayed billing.

Discussion ensued regarding tracking the surplus funds remaining from annual assessments, such as the Nature Trail and filling Lake 75. The consensus was for this to be recorded on the Operations Financial Impact Analysis.

Mrs. Adams suggested moving this Report up so it is presented when the Unaudited Financials are considered.

Mr. Adams stated that any unspent funds at the close of the fiscal year, whether project specific or Unassigned, roll into the CDD’s beginning fund balance at the beginning of the next fiscal year. Mrs. Adams noted that residents receive an annual letter which provides relevant information regarding the status of ongoing and upcoming projects.

On MOTION by Mr. Henry and seconded by Mr. Light, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

SIXTH ORDER OF BUSINESS**Update: Superior Waterway Services, Inc.
Lake Treatment Report**

It was noted that the Annual Lake Audit, to be discussed later in the meeting, will take the place of the monthly Lake Treatment Report.

SEVENTH ORDER OF BUSINESS**Discussion/ Consideration: Cortile HOA
Request for Drain Pipe Rocks Replacement**

Mr. Tarr stated that Board Members viewed the video that MRI provided related to the lake bank remediation. He asked for MRI to document the condition of the work done at the Medici lake bank via video rather than pictures, before beginning any other lake bank work.

Mr. Tarr discussed the Memo from Cortile President Andy Hopping. Before The Club's Annual Meeting, he explained to Mr. Hopping that, according to the District Engineer, there is no slope requirement for a lake bank adjacent to a golf course, which falls under the purview of The Club. He did understand that the unsightly situation needs to be addressed.

Mr. Tarr stated that Mr. Willis will provide information regarding littoral plantings in Cortile. Mr. Willis stated that littoral plantings will be done in conjunction with the findings from the annual lake audit.

Mr. Di Pasquale discussed the December 2023 letter to residents and the lake bank remediations paid for by affected residents and asked for the irrigation pipes and rocks installed over the drainpipes to be restored to their original condition.

The Board and Staff discussed the request and the proposal submitted by Cintron Landscape. It was noted that Staff provided a schematic for the needed repair and homeowners had the work done to the CDD's satisfaction; however, the irrigation pipes and rocks installed over the drainpipes were removed by MRI during the lake bank remediation.

With regard to managing these types of issues in the future, Mr. Willis stated that Ms. Willson will present a recommended Standard Operating Procedure for notifying and following

up with residents. Mr. Zordan will present an example of a revised drainage schematic to provide to residents who must arrange for the repairs in the future.

Discussion ensued regarding the process, the repairs done by MRI and a change in the scope of repairs that resulted in the drainpipes not being buried in Cortile as they were in Lucarno.

Mr. Zordan stated that, once a standard is established, the issues should be addressed. Mr. Willis recommended waiting for Mr. Zordan to present his revised schematic.

Mr. Henry motioned to approve a not-to-exceed amount of \$1,800 for the repair.

Mr. Tarr stated that he would like to amend the motion to stipulate that the CDD has no responsibility for any additional repairs with Cintron. Ms. Wheeler seconded the motion.

The vote was taken during the Tenth Order of Business.

EIGHTH ORDER OF BUSINESS

Consideration of Dryad Fire Warning System

Mr. Tarr discussed his research about firefighting in preserves and residential areas, limits on local resources, the importance of quick response time and the limitations of satellite systems which are more suited to tracking fires than providing early warning.

- A. Dryad Project Proposal**
- B. Supervisor Light's Memo Regarding Dryad System and Comments from Neal Spungen, US VP Dryad**
- C. Supervisor Light's Memo to File of Telephone Conversation with Neal Spungen and Mr. Spungen's Responses**

Mr. Neal Spungen presented the Dryad Project Proposal and responded to questions, noting the following:

- The presentation is based on the CDD's updated GIS data maps.
- The proposal includes two weeks for implementation; additional days would be at a commensurate rate but will not likely be needed, due to adequate staffing.
- False alarms are unlikely, as the system requires more than something like barbecue smoke; environmental factors can be taken into consideration.

Discussion ensued regarding fees for false alarms, false alarm processes, role of the central monitoring station and the MCA, and the desire to consult with a similar end user.

Mr. Tarr noted the need for the Board to decide whether to proceed and the need to consult with the South Florida Water Management District (SFWMD) for input.

Mr. Spungen stated that the \$144,000 cost listed for sensor and gateway includes the potential impact of 20% tariffs; if tariffs do not apply, the cost would be adjusted.

Mr. Spungen stated the installation team would be comprised of three teams of two installers for two weeks. Mr. Nott expressed interest in supervising the installation and noted the need to determine the insurance requirements since sensors and gateways would be installed at heights of 10' and 15', respectively.

Ms. Gartland noted the need to determine if there is Board support for the project and if so, to determine the next steps.

Discussion ensued regarding funds budgeted, the need to consult with the SFWMD, the fuel reduction permit, and the need for Staff to determine the next steps and the materials costs.

Ms. Wheeler motioned to proceed with contacting the SFWMD.

Discussion ensued regarding support for proceeding and various other motions.

Mr. Adams stated that Mr. Nott would determine the feasibility and develop a proposal to be added to the materials costs. Mr. Zordan will try to schedule a pre-application call with the SFWMD and include Dryad and Mr. Nott. He noted that the fire department, a monitoring company and the MCA can also be consulted. It was noted that some activities will be sequential and others will be concurrent.

Mr. Light asked what more can be learned from Dryad users, such as the California Research Forest, Florida Power & Light (FPL) and other users. Mr. Tarr suggested an installation near a residential area and, in his opinion, a park would be preferable. Mr. Spungen noted that some references are listed in the presentation; he might be able to provide more information.

On MOTION by Mr. Henry and seconded by Mr. Light, with all in favor, proceeding with preparation of the Project Next Steps Plan and initiating contact with the South Florida Water Management District to have a pre-application meeting, was approved.

Ms. Wheeler withdrew her motion.

NINTH ORDER OF BUSINESS**Update: Residential Fuel Load**

Mr. Tarr presented a map.

Referring to the map, Mr. Zordan identified the areas completed under Invoices #1 and #2, which are in the north-central areas, minus Change Order areas that crews will get to. EarthBalance crews are working in the west corridor, and will then proceed to the Change Order items approved at the last meeting. Mr. Barron advised that the schedule currently indicates completion at the end of April or the first week of May; they are ahead of schedule because they have up to five crews with 30 workers at a time in order to meet the May 31, 2025 contract end date. He stated that he inspected every area with Mr. Barron and found that they are doing a phenomenal job on this labor-intensive work.

Board Members noted the presence of many crews, positive feedback and attention to the scope of work, including removal of invasive vegetation including Brazilian pepper.

TENTH ORDER OF BUSINESS**Consideration of Resolution 2025-03, Adopting a Policy Regarding Lake Bank Restoration Policy Within the District; Authorizing Actions of District Staff; and Providing for Severability and an Effective Date**

Mr. Adams distributed revision #3 to Resolution 2025-03.

Ms. Willson stated the Exhibit from Johnson Engineering will include drawings referenced in Section 2 of the Resolution.

Discussion ensued unsightly exposed pipes, issues caused by low water levels, remediations done by individuals or HOAs and burying pipes during restoration.

Mr. Zordan stated that typically the end of lake bank restoration is done during dry season when water levels drop, which addresses the issue of burying pipes in the lake bank.

It was noted that property owners own the pipe up to the lake; the CDD's Lake Maintenance Easement is typically 20' wide.

Mr. Tarr stated that The MCA's Governing Documents require homeowners to maintain to the edge of the water and homeowners are not permitted to discharge water onto CDD property, which is why homeowners install pipe from the downspout or garden drain into the lake. Residents are not required to bury pipes on the portion of CDD property.

Discussion ensued regarding whether the CDD can bury the pipes.

Mr. Adams stated that the CDD cannot make improvements on private property. The CDD must address the lake bank erosion issue to remain in compliance with the stormwater permit; that is where the homeowner is engaged to address the upstream issues without discharging water onto CDD property, after which, the CDD can fix the lake bank. The Board will adopt an approved standard installation that will run from the homeowners' downspouts all the way to and including into the pond. The ongoing maintenance responsibility from the lake edge into the pond will be the responsibility of the CDD. From the lake edge up to the bank will be the responsibility of the homeowner.

Discussion ensued regarding remediations in Cortile, shallow repairs done by landscapers, the District Engineer's review process, repairs observed on the video and the preference for a 90-degree dropdown going underground into the lake.

Discussion ensued regarding Mr. Adams' recommendation of Option 2 with a collection box at the top of the bank on the homeowners' property, maintenance and location of the collection box, the need for flexibility with remediations in different neighborhoods, etc.

Mrs. Adams stated the landscapers have been able to effectively manage the repairs for decades. In some instances, neighboring homeowners have undertaken a shared repair; others have completed the repairs individually. If homeowners are notified and fail to undertake remediations, the CDD might perform the work and charge the homeowner.

The Board and Staff discussed requiring homeowners to perform specified remediations on their property at their expense, providing the specific scope of work for the repairs, providing a list of reputable vendors, and revisions to the Resolution.

Discussion ensued regarding the remediation in Cortile that was done as specified, but the contractor installed additional rocks for beautification; the pipes in the lake bank were reinstalled, but the matter of the rocks on the banks still needs to be addressed; unsightliness of exposed pipes; changes to the scope of work for repairs; and substituting PVC pipe for unsightly black pipes.

Mrs. Adams recalled the motion by Mr. Henry earlier in the meeting and noted that the motion was seconded by Ms. Wheeler.

On MOTION by Mr. Henry and seconded by Ms. Wheeler, with all in favor, authorizing Cintron to repair the Cortile drainpipe rocks, in the not-to-exceed amount of \$1,800, with the CDD having no responsibility for any additional repairs or pipe beyond the rocks, was approved.

Mr. Willis will request a proposal from Cintron for the repairs.

Mr. Adams and Ms. Willson will revise Section 2C of Resolution 2025-03. Mr. Zordan will modify the Exhibit to the Resolution to include PVC pipe as standard.

Ms. Willson will review the MRI contract and add a requirement to notify Staff of anything that would prevent them from performing their contracted work.

ELEVENTH ORDER OF BUSINESS

Verona Lake Bank Project L-43

- A. Discussion: Verona Dedication and Plats (Lots 15-19)**
- B. Consideration of Johnson Engineering, LLC, Professional Services Supplemental Agreement No. 26 for Mediterra Verona Lake #43 Easements Survey & Lake Bank Assessment**

Discussion ensued regarding large boulders that were never removed from the Verona lake bank when the lake bank was fixed, access to the lake via a Surface Drainage Easement (SDE) via the cul-de-sac to the north, heavy vegetation on drainage easements between homes and the need for a survey to determine whether fruit trees are illegally planted in an easement.

Mr. Willis stated that, as a result of the Lake Inspection Audit and this topic, Staff identified several lakes in which trees and/or vegetation were planted in the Lake Maintenance Easement. Mr. Nott's team was asked to document the areas due to limited access to the lakes.

Ms. Gartland stated that one golf course will be closed all summer.

Discussion ensued regarding whether the golf course would allow access.

On MOTION by Mr. Light and seconded by Ms. Gartland, with all in favor, Johnson Engineering, LLC, Professional Services Supplemental Agreement No. 26 for Mediterra Verona Lake #43 Easements Survey & Lake Bank Assessment, in the amount of \$17,522, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Approving the Florida Statewide Mutual

**Aid Agreement; Providing for Severability;
and Providing for an Effective Date**

Mr. Adams presented Resolution 2025-04. This Agreement has been in place but is being presented due to updates to the Agreement. The CDD would more likely be the recipient of aid from other governmental entities than a provider of aid.

On MOTION by Mr. Light and seconded by Ms. Gartland, with all in favor, Resolution 2025-04, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS**Old Business**

There was no old business.

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

Mr. Tarr asked Ms. Willson to clarify how Board Members may share reference materials without violating the Sunshine Law.

Ms. Willson stated that any individual Board Member can share a reference material or document related to a topic that might come before the Board, but other Board Members cannot reply or share feedback until the next Board Meeting.

Mrs. Adams stated that she is always willing to forward reference materials such as the MRI video to the Board Members.

Mr. Tarr voiced his opinion that, when he attends the MCA meetings as an alternate representative for the Medici HOA, or Mr. Henry attends as a primary representative for the Lucarno HOA, the MCA should never ask a Supervisor at a meeting about a CDD issue.

Ms. Willson concurred and cautioned the Board Members against discussing CDD matters at those types of meetings unless those meetings are advertised as a joint CDD workshop, coinciding with an MCA Board meeting. It was noted that the subject matter discussed would need to be identified in the minutes, in conjunction with the MCA meeting's agenda. It was noted that no quorum is needed for workshops, no decisions can be made, and all five Board Members would be eligible to attend.

Discussion ensued regarding the MCA Board meetings.

Mr. Adams stated that, if Board Members would like to participate in the MCA meetings, the CDD can obtain the MCA meeting schedule and advertise CDD workshops to occur as part of the MCA meetings.

Mr. Tarr noted that Board Members should not respond to questions during MCA meetings or respond as another CDD representative. Ms. Wheeler voiced her agreement and agreed with Mr. Tarr's statement that Board Members attending MCA meetings are not attending as CDD representatives. Ms. Gartland suggested enacting a rule that any questions or comments regarding CDD business be submitted to the CDD Board for discussion at the CDD meeting.

Mr. Adams stated that he will communicate that to Mr. Bowden. He noted that he received no follow-up to the issues raised at the MCA meeting, although CDD issues were discussed and the meeting attendees were a part of the CDD's constituency.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **2025 Stormwater Quality Assurance Inspection**

The consensus was to change the Report title to the Stormwater Observation Report. Mr. Tarr commended Staff on the production of the Report at no additional cost.

Mr. Willis reported the following:

- 10% of the aerators are inoperable; most of the outages are due to an FPL issue. The equipment will be operational when the meter is activated.
- The overall assessment found no lakes to be out of compliance with the Environmental Resource Permit (ERP), which is a vast improvement over 28 noncompliant lakes in last year's Report.
- Work orders were put in for various items, primarily for spikerush on the east side of the CDD, as shown on Page 2 of the Report. The 15' spikerush ribbon is being pared back.
- Lakes 16, 25 and 33 might need further restoration in the future due to the drop off.
- Lake Remediation is ongoing in Lakes 15, 22 and 43.

Ms. Gartland asked about large dirt mounds in the middle of lakes, such as Lake 63. Mr. Willis stated that Lake 63 is very shallow. It was noted that plantings are not advisable.

Discussion ensued regarding water levels during the severe drought; some lakes, such as Lake 57, whose water levels do not seem to be affected by the drought; the irrigation lakes and wells; and effects on adjacent lakes.

- **2025 Operations Financial Impact Analysis**

The Board and Staff discussed the 2025 Operations Financial Impact Analysis.

- **Breakdown/Summary Report**

- **NEXT MEETING DATE: May 21, 2025 at 9:00 AM**

- **QUORUM CHECK**

It was noted that there would be no quorum for the May meeting. A meeting will be scheduled for June 12, 2025 and the June 18, 2025 meeting will be canceled.

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

- **Key Activity Dates Report**

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

FIFTEENTH ORDER OF BUSINESS

Action/Agenda or Completed Items

This item was deferred.

SIXTEENTH ORDER OF BUSINESS

Supervisors' Requests

There were no Supervisors' requests.

SEVENTEENTH ORDER OF BUSINESS

Public Comments (3 minutes per speaker)

No members of the public spoke.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Light and seconded by Ms. Gartland, with all in favor, the meeting adjourned at 12:06 p.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair