

**MINUTES OF MEETING
MEDITERRA NORTH
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Mediterra North Community Development District's Board of Supervisors was held on **Thursday, May 19, 2016, at 9:30 a.m., at The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135.**

Present were:

Frank Godshall	Chair
David Risley	Vice Chair
Thomas H. Van Tassel	Assistant Secretary
Brian Neary (<i>via telephone</i>)	Assistant Secretary
David Bocchini	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Crismond	Assistant Regional Manager
Alyssa Wilson (<i>via telephone</i>)	Hopping Green & Sams
Sarah Webber (<i>via telephone</i>)	Johnson Engineering, Inc.
Greg Pick	General Manager, MCA

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Godshall called the meeting to order at 9:34 a.m., and noted, for the record, that Supervisors Godshall, Van Tassel, Risley and Bocchini were present, in person. Supervisor Neary was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Approval of January 21, 2016 Regular Meeting Minutes

Mr. Godshall presented the January 21, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

Mr. Godshall referred to Lines 83 through 87, regarding fire breaks. Mr. Neary noted that Ms. Webber, of Johnson Engineering, Inc., (Johnson), would discuss fire breaks, later in the meeting. Mr. Godshall recalled the possibility of using the irrigation system, as protection from a potential fire but realized that not all residents have access to an irrigation system, like the villas and condos.

On MOTION by Mr. Risley and seconded by Mr. Neary, with all in favor, the January 21, 2016 Regular Meeting Minutes, as presented, were approved.

▪ **Update/Discussion: Fire Break and Controlled Emergency Response Access Report for District Conservation Areas**

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

Ms. Webber advised that Mr. Godshall's comment about fire breaks was valid. It was addressed at the Mediterra South CDD meeting and operating an irrigation system was discussed with all emergency responder agencies. Many residents were seasonal and may not be present when a wildfire occurred; therefore, an established standard operating procedure for irrigation would be incorporated into the comprehensive plan. Ms. Weber hoped to have a final draft of the comprehensive plan in April but there was a great deal of coordination between different agencies, including the Florida Forestry Service (FFS) and local emergency responders, which were split between Lee and Collier Counties. Collier County Fire Rescue has been more involved.

Ms. Webber obtained feedback and performed site visits. The preserves that have access issues were eliminated; however, some new areas were identified. She is working out the details of the procedures, what is needed to access each area and the obstacles in accessing these areas, in the event of a wildfire. Information from different emergency responders will be included in the Fire Break and Controlled Emergency Response Access Report. There were several wildfires, some immediately adjacent to Mediterra and many within the vicinity; one was in the south, at the La Playa Golf Club. Some areas were of minor concern but had a higher risk, which Ms. Webber felt should be addressed to determine whether steps should be taken to mitigate those issues.

Ms. Webber indicated that conservation easements with the South Florida Water Management District (SFWMD) do not allow fuel reduction for management or removal of native vegetation. Ms. Webber advised that SFWMD wanted a cooperative plan allowing for fuel management and a prescribed burning. SFWMD felt this could be accomplished without modifying the conservation easement. FFS recommended target burns, in smaller areas, which could provide insurance price breaks for communities performing proactive wildfire planning. Ms. Webber believed that individual Board Members had connections at that level and by identifying them, the District could potentially help further approval of any insurance price breaks. It would definitely be a financial benefit to the community.

Mr. Neary asked if the final report reflects these additional issues. Ms. Webber replied affirmatively but the report cannot be finalized until some issues are resolved.

Mr. Neary commended Ms. Webber on a great job.

Ms. Webber will provide the final report prior to the next meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2016-3, Approving the District’s Proposed Budgets for Fiscal Year 2016/2017 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing An Effective Date

Mr. Godshall presented Resolution 2016-3 for the Board’s consideration.

On MOTION by Mr. Risley and seconded by Mr. Van Tassel, with all in favor, Resolution 2016-3, Approving the District’s Proposed Budgets for Fiscal Year 2016/2017 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 18, 2016 at 9:30 a.m., at this location, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2016-4, Implementing Section 190.006(3)(A)(2)(C), Florida Statutes, and Instructing the Lee County Supervisor of Elections to Conduct the District’s General Election

Mr. Godshall presented Resolution 2016-4 for the Board’s consideration. Seats 3 and 5, currently held by Mr. Neary and Mr. Bocchini, respectively, will be up for election.

Mr. Adams explained that candidates may pre-qualify beginning June 6, 2016 and the qualifying period is Monday, June 20, 2016 at Noon, through Noon, Friday, June 24, 2016. Candidates may qualify on the Supervisor of Elections (SOE) website, lee.vote, under the Special District section. There is a \$25 fee, as part of the application process. If qualifying in person, Mr. Adams indicated that the SOE is in Downtown Fort Myers and Ms. Bernie Feliciano is the Qualifying Officer. If a Supervisor runs unopposed, the Supervisor remains in their seat; however, the new term does not commence until at least two weeks following the November 8 election.

On MOTION by Mr. Van Tassel and seconded by Mr. Risley, with all in favor, Resolution 2016-4, Implementing Section 190.006(3)(A)(2)(C), Florida Statutes, and Instructing the Lee County Supervisor of Elections to Conduct the District’s General Election, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2016-5, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2014 and Ending September 30, 2015; and Providing for an Effective Date

Mr. Godshall presented Resolution 2016-5 for the Board’s consideration.

Mr. Adams explained that the purpose of the amendment was because expenditures for Fiscal Year 2015 exceeded budgeted appropriations. The majority of the overage was due to the unbudgeted canna lilly cutback and Spikerush reduction programs. There is an opportunity, during the budget amendment process, to reconcile every line item. Two items were amended; \$5,000 was added to “Legal” and, under “Water management”, \$30,000 was added to “Other contractual”.

In response to Mr. Neary’s question, Mr. Adams confirmed that “Legal” increased from \$22,750 to \$27,237.

Mr. Godshall questioned the reason for increasing “Legal” by \$5,000. Mr. Adams indicated that the increase was adding a buffer to cover final adjustments.

On MOTION by Mr. Neary and seconded by Mr. Risley, with all in favor, Resolution 2016-5, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2014 and Ending September 30, 2015; and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Ratification of MCA Boar Trapping License Agreement

Mr. Adams recalled discussion, at the last meeting, about boar trapping and, shortly after the meeting, the CDDs, MCA and the trapper entered into an agreement. The agreement and trappers joinder to the agreement were executed and effective January, 2016.

Mr. Risley asked how many wild hogs are on the property. Mr. Pick noted a handful of hogs on Castellano Way.

On MOTION by Mr. Bocchini and seconded by Mr. Van Tassel, with all in favor, the Boar Trapping License Agreement between Mediterra North Community Development District, Mediterra South Community Development District and Mediterra Community Association, Inc., was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Policy for Board Members to Engage Hourly Rate Professional Staff

Mr. Adams presented a policy for Board Members to follow to engage hourly rate professional staff, and noted that, last year, the Mediterra South CDD Board entered into this policy. Mr. Adams advised that the South District had not previously entered into a policy, although, the Board changed its operating procedures.

Mr. Adams read the following policy:

“Board Members shall make a written request for such engagement to the District Manager. The District Manager shall transmit such requests to other members of the Board of Supervisors for informational purposes only. The District Manager shall determine which request should be transmitted to District Staff for immediate subsequent action and the District

Manager shall present any requests that were not transmitted to District Staff at the next meeting of the Board of Supervisors. ”

Mr. Adams explained an example of action taken immediately would be a Board Member asking the District Engineer to inspect a drain pipe that does not appear to function properly and an action he would bring to the Board, would be a Board Member request to ask the District Engineer to research and prepare a fire break study. Such a request would be transmitted to the Board and would be placed on the next agenda.

Mr. Godshall was in favor of the policy; he felt that it was not good practice to contact Staff, directly, which was the situation in Mediterra South CDD.

Mr. Adams indicated that Resolution 2016-6 memorializes the policy.

On MOTION by Mr. Neary and seconded by Mr. Risley, with all in favor, Resolution 2016-6, Adopting a Policy for Board Members to Engage Hourly Rate Professional Staff, was adopted.

NINTH ORDER OF BUSINESS

Update/Discussion: Fire Break and Controlled Emergency Response Access Report for District Conservation Areas

This item was discussed following the Third Order of Business.

TENTH ORDER OF BUSINESS

Discussion/Consideration: M.R.I. Under Water Specialists, Inc., Inspection Summary Report/Proposal

Ms. Crismond presented the M.R.I. Under Water Specialists, Inc., (M.R.I.), Inspection Summary Report/Proposal, and noted a few discrepancies, which she is working on with M.R.I. For the second year in a row, Mr. Mike Radford, of M.R.I., forgot to inspect the outfall structures; three in the north and two in the south. Those inspections will be completed this week. Junction box locations are numbered internally and identified on a map but some boxes did not have photos or documentation in the Inspection Report. Ms. Crismond asked M.R.I. to provide a year-by-year comparison, from 2013 through 2016.

Mr. Godshall asked if the proposed price of \$28,300 will increase, due to the inspection of the outfall structures. Ms. Crismond replied affirmatively.

Mr. Godshall recalled inspection and cleaning every year, not every four to five years. Ms. Crismond recalled that the last inspection was in 2013. Mr. Godshall asked what changed. Ms. Crismond believed that weather conditions, over the past few years, delayed the cleaning.

Mr. Neary pointed out that there is ongoing construction in Mediterra and builders should be responsible for construction debris going into the boxes. Ms. Crismond confirmed that she did not communicate with the builders. Mr. Godshall believed that contacting the builders would be difficult.

Mr. Pick noticed a large amount of sand falling from trucks into drainage pipes during the golf course renovation last year. Mr. Neary agreed that this was a contributor and that the worst that the builder could say was "No". In response to Mr. Neary's question, Mr. Adams indicated that this problem never occurred in any other District he managed. Mr. Godshall believed that the answer from a builder would be "No".

Mr. Adams suggested reporting breaches on job sites to the County Development Department; an erosion retention fence is not in place or maintained on construction sites, Lee County or the City of Bonita Springs should be called. It is difficult to have a contractor clean out a pipe, unless soil leaving a job site and going into a pipe was observed.

Mr. Neary noticed in the report many areas that were heavily impacted, causing 60% to 70% blockages, and concluded that something was contributing to the problem, since they are in the same area. Ms. Crismond clarified that routine inspections and cleaning commenced in 2013 and continue each year.

Mr. Godshall asked which drains were clogged up. Ms. Crismond indicated that M.R.I. was preparing a report and the goal was to clean the drains that were blocked 25% or more. Mr. Godshall noted that a comparison would be helpful in understanding the progression of debris. Mr. Adams agreed with having a comparison, plus plotting the ID numbers on a map, to identify reoccurring issues.

Mr. Godshall believed that a lot of drainage issues were caused by ongoing construction since 2000, which is diminishing, especially on the west side of Livingston Road.

In response to Mr. Godshall's question, Ms. Crismond confirmed that the proposed cost, from M.R.I., was \$28,000, and Mediterra South CDD approved a not-to-exceed amount of \$35,000.

Mr. Adams referred to Page 2 of the joint financial statements, noting that “Aquascaping” includes canna lily cutback and culvert cleaning but no monies had been expended to date. The canna lilies did not need to be cut back because we had a milder than typical winter and they did not discolor and aquascaping is expected to be minimal, as littorals filled in nicely with the extended hydration period and rainy January. Excess funds can be used for the culvert cleaning and aeration. The Board approved an additional \$24,000 for aeration, at the last meeting.

Mr. Neary asked if the District’s portion is 30% of the \$28,300. Mr. Crismond replied affirmatively.

On MOTION by Mr. Risley and seconded by Mr. Van Tassel, with all in favor, the M.R.I. Under Water Specialists, Inc., proposal, as discussed, for an Inspection Summary Report, in a total not-to-exceed amount of \$35,000, was approved.

ELEVENTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Wilson advised that the bill that District Counsel mentioned at, the last meeting, referring to posting of information on District websites using specific software, did not pass. Staff is continuing to review bills before the Florida Legislature. Updates will be provided on any bills affecting the District.

B. District Engineer

There being no report, the next item followed.

C. District Manager

i. Approval of Unaudited Financial Statements as of March 31, 2016

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2016.

ii. 381 Registered Voters in District as of April 15, 2016

There were 381 registered voters residing within the boundaries of the District as of April 15, 2016.

iii. NEXT MEETING DATE: August 18, 2016 at 9:30 A.M.

Mr. Adams indicated that the next meeting will be held on August 18, 2016 at 9:30 a.m., at this location. This is the Public Hearing on the adoption of the Fiscal Year 2017 budget.

Mr. Godshall, Mr. Risley and Mr. Neary confirmed their attendance for the August meeting.

THIRTEENTH ORDER OF BUSINESS Supervisors' Requests

Mr. Bocchini asked about combining the Mediterra North and South CDDs. Mr. Adams recalled District Counsel indicating that the CDDs could be combined, if pending legislation making the process more "user-friendly", passed. Mr. Adams will ask District Counsel to provide a summary at the next meeting.

Mr. Neary recalled a cost of \$60,000 to merge the Districts. Mr. Adams believed the cost could be less, if the Counties agreed to lessen their petition fees, which are currently \$15,000, or \$30,000 for both Districts. That cost would not include Staff time, legal advertising and public hearing requirements.

Mr. Godshall felt that merging was a good idea, in the long run, and recalled the price quoted by District Counsel, several years ago was \$100,000, and now the cost is \$60,000; however, by merging, five members would contribute, versus ten. Mr. Adams felt that was a deterrent to merging.

Mr. Bocchini stated that \$70,000 was a lot of money and the current situation was stable with the processes in place.

Mr. Risley felt that Mediterra North and Mediterra South CDDs share the same issues and discussing issues under one roof, makes sense. Mr. Godshall agreed.

FOURTEENTH ORDER OF BUSINESS Public Comments

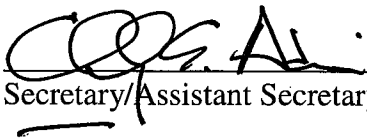
There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS Adjournment

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Risley and seconded by Mr. Bocchini,
with all in favor, the meeting adjourned at 10:25 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair