

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

A Public Hearing and Regular Meeting of the Mediterra North Community Development District's Board of Supervisors was held on **Thursday, August 18, 2016, at 9:30 a.m., at The Renaissance Center, 28121 Palmira Blvd., Bonita Springs, Florida 34135.**

Present were:

Frank Godshall	Chair
Thomas H. Van Tassel (<i>via telephone</i>)	Assistant Secretary
Brian Neary	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
Dave Robson	District Engineer
Sarah Webber	Johnson Engineering, Inc.
Tony Grau (<i>via telephone</i>)	Grau & Associates
Greg Pick	General Manager, MCA

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Godshall called the meeting to order at 9:53 a.m., and noted, for the record, that Supervisors Godshall, Neary and Bocchini were present, in person. Supervisor Van Tassel was attending via telephone. Supervisor Risley was not present.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Presentation of Audited Financial Report
for Fiscal Year Ended September 30,
2015, Prepared by Grau & Associates**

Mr. Tony Grau, of Grau & Associates, presented the Audited Financial Report for the Fiscal Year ending September 30, 2015. The “Independent Auditor’s Report”, on Pages 1 and 2, reflected a clean opinion, in accordance with Generally Accepted Auditing Standards (GAAS). The “Balance Sheet” on Page 4, showed the District’s “Total assets”, “Total liabilities” and “Total net position”, which increased by approximately \$57,000.

Mr. Grau referred to the “Notes to Financial Statements”, on Pages 13 through 20, and advised that “NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES”, was the same policies as the Fiscal Year 2014 audit, as there were no new accounting principles. “NOTE 6 – CAPITAL ASSETS”, on Page 18, reflected over \$17,000 in additions and depreciation of \$151,937.

Mr. Grau referred to the “Independent Auditor’s Report on Internal Control Over Financial Reporting and On Compliance”, on Pages 23 and 24, which disclosed no findings. The “Independent Auditor’s Report on Compliance with the Requirements of Section 218.415, Florida Statutes”, on Page 25, reflected the District’s compliance with requirements related to its investments. The “Management Letter” and “Report to Management”, on Pages 26 and 27, reflected no current or prior year findings.

Mr. Bocchini noted a typo on Page 14, under “Assessments”; the word “por0tion” was misspelled and must be changed to “portion”.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2016-6,
Accepting the Audited Financial Report
for the Fiscal Year Ended September 30,
2015**

Mr. Godshall presented Resolution 2016-6 for the Board’s consideration.

**On MOTION by Mr. Neary and seconded by Mr. Bocchini,
with all in favor, Resolution 2016-6, Accepting the Audited
Financial Report for the Fiscal Year Ended September 30,
2015, as amended, was adopted.**

FIFTH ORDER OF BUSINESS

**Presentation/Discussion: Wildfire Access
Report**

Ms. Webber presented the Wildfire Access Report.

*****Mr. Van Tassel joined the meeting, telephonically, at 10:00 a.m.*****

Ms. Webber recalled questions, at the last meeting, regarding the actual risk for a fire and a list of fires that occurred in the area, which were included in the report. Yesterday, a Collier County Outreach Specialist reported two additional fires, which would be included in the report. Overall, there were only a few areas that were identified as high risk, where Ms. Webber strongly recommended that some mitigation measures be implemented. Lee County First Responders (LCFR) operates from a Global Positioning System (GPS) or Geographic Information System (GIS) database. When LCFR respond to a fire, they utilize computers to research hydrant locations, streets and to augment the database. The Lee County database and some of the data that Ms. Webber collected would be incorporated, as well as additional data that could help LCFR have a comprehensive picture of how to access areas. While the assessment focused specifically on the preserves, which the District oversees, any of the improvements could also benefit residents and improve first responders' access to homes. In many areas, vegetation grows next to homes, creating problems.

Mr. Neary asked if Ms. Webber was referring to all of Mediterra or only the Mediterra North CDD, as he recalled Ms. Webber initially mentioning that there were a few areas to bring to the District's attention. Ms. Webber indicated that some were in Mediterra North CDD and some were in Mediterra South CDD. Mr. Neary asked how many were in Mediterra North. Ms. Webber indicated different levels of recommendations. Mr. Neary noted a dramatic difference between the Mediterra South CDD and Mediterra North CDD and asked if Ms. Webber was making a general presentation for all of Mediterra. Ms. Webber explained that each conservation area was broken out in the report and, while there were some recommendations for the entire community, there were specific recommendations for each conservation area. Mediterra North CDD has significantly less preserve acreage; therefore, percentage-wise, there would be fewer problematic areas.

Ms. Webber reported that, when Bonita Springs Fire Control and Rescue District (BSFR) responds, they would utilize the database, and recommended collecting additional data and incorporating data already collected into the database. Lee County's Public Safety Office (LCPSO), which operates a similar database for EMS responders, had something specific to the golf courses. BSFR and LCPSO determined the homes that would be the best locations to access

a particular part of the golf course, by hole, and the data was included in the database. Collier County does not have anything similar. If data was added to the database, such as access points, the database could be modified to include the best access locations to enter with the heavy equipment necessary to fight a fire, regardless of whether it was a preserve or a structural fire; it would benefit both.

Ms. Webber discussed the fence types around Mediterra. Responders could not traverse obstacles, such as cement walls, and must find another way to access the area. Another obstacle would be cypress domes, which intertwine between preserves, with pine flatwoods on the outside. Obvious obstructions were water and structures too close to each other for emergency vehicles to pass through. Ms. Webber referred to different areas and each preserve and tried to determine what issues a responder would encounter if there was a fire. Planning ahead would remove delays. Wood bridges, throughout the area, were another obstacle but mainly in Mediterra South.

Mr. Neary asked if the recommendation was to replace the wood bridges. Ms. Webber replied no; the recommendation was to determine the load capacity and post it. The fire service may have equipment that would be able to cross the wood bridges but, if the load capacity was unknown, they could not cross a wooden bridge. Another recommendation was to find an alternate area to install a fire line. Mr. Neary asked how many access points were recommended for Mediterra North. Ms. Webber noted different types of access points but the Florida Forest Service (FFS) would have issues with any steep grade or drop. The best access point would be entered into the database. Identifying the access point would be at no cost to the District. Ms. Webber referred to access points where chain-link gates would be installed. The cost to install a 6' high, 12' wide black chain-link gate would be approximately \$600. Responders could break through the chain-link fence by popping out the poles and cutting through the fence. Chain-link could create a delay and larger repair costs. Ms. Webber recommended installing chain-link gates that could be locked, which would be cheaper, and responders could have keys.

Mr. Neary asked how many chain-link gates were recommended for Mediterra North. Ms. Webber noted four areas. One area was difficult to access due to a cypress tree, rocks and cement walls. Installing a chain-link gate to allow access to an area with a higher risk of potentially starting a fire was recommended. Golf courses act as firebreaks but a potential issue would be fires that send brands to other areas. The cost for a chain-link fence would be

approximately \$600 but installing it in-house, could cost \$300 to \$400, depending on the contractor. The District's maintenance crew should maintain areas with breaks in vegetation, and other areas, along the fence line, for access purposes.

Mr. Pick would have the patrol drive along the fence line to make sure that there was access. The gate, itself, was inexpensive; the largest expense would be monitoring. Mr. Pick voiced concern about compromising safety and recommended installing cameras on the gates. There would be a monthly cell phone charge for using the cameras. Ms. Webber stated that the gate would provide access to responders, since access was restricted from other areas. Coming from the golf course, there was a wooden bridge, which would restrict access, and cypress domes. There would be maintenance for that vegetation break, in between the fence line and the preserve area, where the chain-link gate would be installed. Mr. Godshall suggested a "knockout" panel instead of a chain-link gate. There would be a repair cost but only in the event of a fire. The initial cost would be for isolating a section of fence. Mr. Pick was not sure that responders could not drive through a chain-link fence. Ms. Webber believed that they could. Mr. Godshall envisioned that a wide section of the fence would be damaged, due to pressure and tension on the gate. Mr. Pick pointed out that Mediterra did not have a problem, in 22 years; therefore, the question was whether the District was willing to repair the fence, when necessary. Mr. Godshall noted that it was just an idea.

Ms. Webber advised that these were recommendations of what could be done to potentially avoid impacts or facilitate easier access for the responders. The Board did not have to follow the recommendations. Areas that had zero access, such as Amarone and Terrazza, were higher risk because it would be difficult to get equipment in. A hand line and a draft pipe with a pump must be installed for pressure from the truck and to fight the fire by hand; however, that takes additional time, resulting in a more intense fire that could send off brands to other areas. The recommendation was to ensure that vegetation, along these areas, created a shaded firebreak, separating the canopy and surface fuels. There would be a fuel reduction in that area. Another measure could be installing draft pipes, or using GPS to locate the draft pipe, and include the data in the database that the responders use. Many of the lakes are used for irrigation and may already have draft pipes to draw water.

Mr. Godshall pointed out that the irrigation water supplier for Mediterra draws water out of one or two lakes but not the local lakes. Ms. Webber suggested installing a draft pipe in those

lakes. Firefighters must be able to combat a fire, not only from the front but also from the back, and this would allow for faster equipment set up. Mr. Adams suggested using a roadside fire hydrant, versus installing draft pipes.

Ms. Webber advised that BSFR did not ask the District to carry out any of the recommendations. BSFR was told that the District was proactively identifying anything that could make their response easier; however, BSFR stated that hooking up multiple hose lines to one rig would reduce water pressure and could affect the ability to have multiple hoses running at one time. Ms. Webber verified with the hydrant data on the fire hydrants, in this area, was on one grid. The homes were also close and, if there was a prescribed fire or structural fire and it spread to other homes, multiple hoses running at one time could reduce the water pressure. A draft pipe could resolve that issue.

Ms. Webber referred to Conservation Area 22A, noting that the primary issue was vegetation going right up to homes and many solution holes, which are natural holes in rock that could restrict responder vehicles from accessing the area. Hand lines must be used; however, since it would be difficult getting people and equipment through these areas, a chain-link fence was recommended, to provide another point of access, and a shaded firebreak or fuel reduction, to pull back vegetation from the houses or make it not so uniform, from top to bottom. This would allow responders to maneuver, in that area, without encountering brush.

Mr. Godshall asked which area Ms. Webber was referring to. Ms. Webber identified an area between Livingston Road North/South and the County line. Mr. Godshall noted that the area was at the north end of Serata.

Ms. Webber reported that the road off of Corso Mediterra Circle, Castellano Way, was mislabeled. Based on roadway data from the Florida Department of Transportation's (FDOT) and Google Earth[®], it should be Lagos Way. Ms. Webber suspected that the technical name was Lagos Way and the wrong street sign was posted. The recommendation was to rectify the issue, whether it meant correcting the databases or the sign. Mr. Godshall believed that Lagos Way went through Villa Lago and Castellano Way was the main road leading from Corso Mediterra Circle into Serata. Ms. Webber noted that responders would see that they need to turn onto Lagos Way from Corso Mediterra Circle. Mr. Pick would look at this. Mr. Godshall noted that Castellano Way does not have any homes but, where it entered Serata was still known as Castellano Way. All of the tax records list the homes as Castellano Way and Mr. Godshall felt

that it was easier to change the database than the street signs. Ms. Webber pointed out that the only section with an issue was turning onto Castellano Way, from Livingston Road North/South, which currently had no homes. She suspected that section should be Lagos Way and recommended that the District change the sign, whether it meant going through FDOT or the counties to change the sign. Ms. Webber pointed out that this could potentially confuse responders if they were planning to turn onto Lagos Way but there was no Logos Way off of Corso Mediterra Circle.

Ms. Webber stated that, overall, the recommendation was for access and first responders to have the information, by mapping out cart paths and identifying access points and including those in the database. If chain-link fencing and wood bridges were involved, the responders would know that there were other access options, beforehand, so there would be no delay in response times.

Mr. Godshall pointed out that the issues in Mediterra North were multiplied in Mediterra South. He recalled that the Board discussed providing additional access through wooded areas and wondered if The Club should be included because some areas were owned by the golf course and had wooded areas. Mr. Bocchini asked what areas were owned by the golf course. Mr. Godshall believed that, if there was an emergency, such as, on the 14h green, first responders would cause substantial damage to golf course property. Ms. Webber advised that Lee County already identified the best locations for access and felt that this was a great resource for first responders and would also benefit the District. Mr. Godshall would ask Mr. Rob Anderson and provide an answer to Mr. Bocchini.

Ms. Webber referred to shaded firebreaks, which were actually shaded fuel reduction areas, and believed that The Club was maintaining the vegetation and separating it, for maintenance purposes.

Mr. Godshall recalled that Ms. Webber previously suggested reducing vegetation, behind homes, and asked what would happen if there was a conservation easement. Ms. Webber indicated that this scenario was included in the report. The South Florida Water Management District (SFWMD) noted that no modification was necessary. There were easements with different clauses that could be included in the new Management Plan, including fuel reduction and prescribed burning. The FFS felt that a prescribed burning was feasible, in some areas but

Mr. Godshall did not think that FFS would perform the prescribed burning. FFS recommended submitting a Management Plan and not modifying the easements.

Mr. Godshall believed that many homes were alongside preserves and wondered what was involved in moving the preserve further back. Ms. Webber explained that an overall plan for native vegetation reduction, in the preserves, must be submitted to SFWMD, for approval, including the plan for fuel reduction and prescribed burning. The District could do this without being in violation of the easements. The good news was that the District would not have to modify or pursue legal action related to the conservation easement.

Ms. Webber reported that most of the recommendations were for Mediterra South and the easements would function as walking trails and could slow down fire moving through the area. None of the many different options were aesthetically undesirable. Ms. Webber suggested creating firebreaks along the fence line, where no one would see them, to create a separation between the surface and the canopy, allowing responders to maneuver easier and slow down a fire.

At Mr. Godshall's request, Mr. Adams would email a copy of the Wildfire Access Report to the Board.

Mr. Robson had a table identifying Mediterra North and South conservation areas and shared conservation areas, and noted four shared, five in Mediterra North and the remainder in Mediterra South.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Adoption of the District's Final Budget for Fiscal Year 2016/2017, Pursuant to Florida Law

A. Affidavit/Proof of Publication

Mr. Adams presented the affidavit of publication for today's Public Hearing.

B. Consideration of Resolution 2016-7, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2016-7 for the Board's consideration. There were no significant changes to the proposed budget since it was presented, at the last meeting; however, there were some minor language changes. Both CDD Boards wanted the assessment level to

remain similar to prior years, so \$44,000 in fund balance was utilized; as a result, appropriations were slightly reduced.

Mr. Godshall opened the Public Hearing.

No members of the public spoke.

Mr. Godshall closed the Public Hearing.

On MOTION by Mr. Neary and seconded by Mr. Bocchini, with all in favor, Resolution 2016-7, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2016-8, Making a Determination of Benefit; Imposing Special Assessments; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll

Mr. Godshall presented Resolution 2016-8 for the Board’s consideration.

Mr. Adams advised that this was the final step of the budget process for Fiscal Year 2017. The assessment levying resolution recognizes the adopted budget, the appropriation levels and corresponding assessment levels for the General and Debt Service Funds, the method of collection for the on-roll and off-roll assessments and the exhibits to the resolution. Exhibit A was the budget and Exhibit B was the lien roll. The resolution directs Staff to finalize the lien roll, transmit it to the tax collector for placement of the on-roll assessments on the tax bills and the direct billing of assessments for the developer-owned units.

On MOTION by Mr. Neary and seconded by Mr. Bocchini, with all in favor, Resolution 2016-8, Making a Determination of Benefit; Imposing Special Assessments; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll, was adopted.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2016-9,
Adopting the Annual Meeting Schedule
for Fiscal Year 2016/2017**

Mr. Godshall presented Resolution 2016-9 for the Board's consideration.

Mr. Adams advised that the meeting schedule was the same as the prior year, with meetings on the third Thursday of October, January, May and August, at 9:30 a.m., at this location.

**On MOTION by Mr. Neary and seconded by Mr. Bocchini,
with all in favor, Resolution 2016-9, Adopting the Annual
Meeting Schedule for Fiscal Year 2016/2017, was adopted.**

NINTH ORDER OF BUSINESS

**Presentation of Annual Quality
Assurance Audit: Lake Maintenance**

- A. Memorandum**
- B. Evaluation Sheets/Photos**
- C. Maps**
- D. Detailed Specifications**

Ms. Crismond indicated that the audit was conducted in August and she was extremely pleased with the results. There were no erosion concerns.

In response to Mr. Godshall's observations, Ms. Crismond noted some erosion on the golf course lake banks. Pictures and documentation were forwarded to The Club and it was supposed to be taken care of; Ms. Crismond will follow-up. One lake from last year's report was not completed; however, with the golf course renovations, it may have been an oversight. The canna lily project was not completed last year but was still scheduled. The littoral plant program would continue. Of the 75 ponds that the District was maintaining, the results were amazing. The lake maintenance contractor greatly improved and was taking due care, treating and removing invasives and torpedo grass. There was more hand removal than spraying.

Mr. Godshall stated that Lake 63, close to Amarone, was difficult to see. The entire lake had green scum across it, which comes and goes. Ms. Crismond suspected pollen. Mr. Neary pointed out that, depending on the wind direction, the scum travels to one side of the lake. Mr. Godshall recalled that aeration was added to Lake 52 and wondered why there were algae around

the perimeter, near the littoral plants. The end of the lake, near Serata, was notorious for algae blooms.

Mr. Adams noted a huge improvement in the condition of the lakes.

TENTH ORDER OF BUSINESS

**Update: Qualified Candidates for
November 8, 2016 General Election**

A. SEAT 3: Brian Neary (*Incumbent - unopposed*)

B. SEAT 5: David Bocchini (*Incumbent - unopposed*)

Mr. Godshall congratulated Mr. Neary and Mr. Bocchini for retaining their seats. In response to Mr. Godshall's question, Mr. Adams reported that the terms for Mr. Neary and Mr. Bocchini would begin on November 22, which was two weeks following the General Election. The Oath of Office would be administered at the January meeting.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of June 30, 2016**

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2016. The revenues were fully collected. On Page 2, "Engineering" was over budget, due to the unbudgeted Fire Access Assessment. "Insurance" was over budget, due to premiums for additional coverage requested by the Board. For "Capital outlay", the Board approved more than what was budgeted for aeration, based on the proposal. Even with these expenditures, the District's expenditures remained at 64%, year-to-date, and 75%, through June.

Mr. Godshall asked about the status of the costs and reimbursements from The Club. Mr. Adams received the Consent Order from the SFWMD, yesterday, by Certified Mail, and forwarded it to District Counsel.

Mr. Adams reported that Mr. Gary Nychyk, the Johnson Engineering Biologist, who performed the initial assessments, scheduled the first round of the five-year monitoring, which was previously approved. An agreement with The Club was approved for The Club to pay all costs incurred by the District, including the five-year monitoring. The Club would be billed for expenses, when bills are received. Mr. Godshall asked if prior expenses were incurred. Mr. Adams noted prior expenses for rehabilitation, replanting and initial monitoring performed by

Johnson Engineering, for which The Club immediately reimbursed the District. In response to Mr. Godshall's question, Mr. Adams confirmed that the District was up-to-date.

TWELFTH ORDER OF BUSINESS

Approval of May 19, 2016 Regular Meeting Minutes

Mr. Godshall presented the May 19, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Neary and seconded by Mr. Bocchini, with all in favor, the May 19, 2016 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Other Business

Mr. Godshall reported that Board Members received correspondence from a resident that had issues regarding the deer management. Mr. Adams clarified that the resident was from Mediterra South and the letter was addressed to both CDDs. The resident was stating their opinion. There were no comments from the Board regarding this letter.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no report, the next item followed.

B. District Engineer

Mr. Robson stated that he was present today to participate in discussions about wildfire access and continues to check with Mr. Adams about the necessity of attending Board meetings.

Mr. Adams felt that it was important for Mr. Robson to attend today's meeting.

C. District Manager

There being no report, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Requests

There being no Supervisors' requests, the next item followed.

SIXTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

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

**On MOTION by Mr. Bocchini and seconded by Mr. Neary,
with all in favor, the meeting adjourned at 11:07 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair