

**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, January 19, 2017 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	Supervisor-Elect
David Bocchini	Supervisor-Elect

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Alyssa Willson (<i>via telephone</i>)	District Counsel
Dave Robson	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Godshall called the meeting to order at 9:35 a.m., and noted, for the record, that all Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Brian Neary [Seat 3] and David Bocchini [Seat 5] (*The following to be provided in a separate package*)

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Neary and Mr. Bocchini. He provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
- B. Membership, Obligations and Responsibilities
- C. Financial Disclosure Forms
 - i. Form 1: Statement of Financial Interests
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - iii. Form 1F: Final Statement of Financial Interests
- D. Form 8B: Memorandum of Voting Conflict

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2017-1, Electing Officers of the District

Mr. Adams presented Resolution 2017-1 for the Board’s consideration. The Board must consider the slate of officers following an election or appointment. Mr. Van Tassel nominated the following slate of officers:

Chair	Frank Godshall
Vice Chair	David Risley
Secretary	Chuck Adams
Treasurer	Craig Wrathell
Assistant Secretary	Thomas H. Van Tassel
Assistant Secretary	Brian Neary
Assistant Secretary	David Bocchini
Assistant Secretary	Craig Wrathell

On MOTION by Mr. Van Tassel and seconded by Mr. Bocchini, with all in favor, Resolution 2017-1, Electing Officers of the District, as nominated, was adopted.

FIFTH ORDER OF BUSINESS

Discussion: Vegetation Impacts to Conservation Area 20B Adjacent to Calabria Neighborhood

Mr. Adams recalled that Crawford Landscaping (Crawford) pruned and removed trees and bushes in Conservation Area 20B, adjacent to the Calabria neighborhood. The Mediterra Community Association (MCA) notified the District and inquired whether the District engaged

Crawford to remove vegetation. The District had not and Staff immediately contacted LakeMasters Aquatic Weed Control, Inc. (LakeMasters), the District's conservation area maintenance contractor. A representative witnessed the activity, took photographs and told Crawford to immediately cease and desist. Mr. Adams asked Johnson Engineering to send a biologist to evaluate the area and prepare a restoration plan. The impact was minimal and the only restoration necessary would be replacing native trees and shrubs. Mrs. Adams secured a proposal from LakeMasters for the cleanup and restoration, per the draft plan that Johnson Engineering prepared. Mr. Adams left a message for a SFWMD representative and anticipated that SFWMD would want the area restored and then perform a follow-up inspection, rather than a formal administrative process. Staff's recommendation was to bill Calabria for the damages to the conservation area to avoid setting a bad precedent.

Mr. Godshall learned from a Calabria resident that the Calabria Board was aware of the work and had assigned the project to Crawford. Mr. Godshall was amazed that Crawford was unaware that they could not enter a preserve and selectively cut vegetation.

A Board Member suggested that District Management and the District Engineer draft a joint letter to the Calabria Board, its management companies and major landscaping companies in the area, advising that the preserves cannot be disturbed and there would be consequences for this action. The communication should be sent annually or bi-annually. Mr. Adams would draft the letter. If there is overhang and an encroachment question, property should be surveyed, with stakes, so that the landscaper is aware of the limits.

Mr. Godshall stated that Calabria's President responded to Staff's communication, vehemently denying that the Calabria Board engaged Crawford. In response to a question about the damages, Mr. Adams stated that it would cost approximately \$7,500, assuming that SFWMD had no additional requirements. Mrs. Adams read the response email from the Calabria Association President, which was rather harsh. Mr. Adams stated if Calabria resisted, he would contact the Association Manager and Crawford and pursue further action.

SIXTH ORDER OF BUSINESS

Consideration of Banking Services RFP Responses

- **First Florida Integrity Bank**

Mr. Adams stated that only one of the five local banks in Lee and Collier County that were under consideration, was interested in providing banking services to the CDD. First Florida Integrity Bank (FFIB) sent a comprehensive response with a fee schedule that would cover anything that the CDD needed. The prices were comparable to SunTrust Bank. The switch was because the Mediterra South Board wanted to conduct business with a local bank, versus a national bank. Since FFIB had a strong relationship with governmental entities in the area, Mediterra South CDD unanimously chose to engage FFIB. District Management did not have an issue with the change and recommended that, for continuity, the CDD consider engaging FFIB.

In response to a question about FFIB's qualifications, Mr. Adams stated that it was a Qualified Public Depository (QPD) and balances were required to be collateralized. In addition, the bank held FDIC coverage of \$250,000. As evidenced from the balance sheets, Management kept the operating account at or below the FDIC limit and invested in cashsweep accounts with the additional funds to further protect and distribute the deposits. In response to a question about what would happen if the Board decided not to switch banks, Mr. Adams stated that Mediterra North would have a separate operating account with SunTrust and must choose a bank for the clearing account. From an administrative perspective, it would be easier if Mediterra North changed to FFIB. In response to a question, Mr. Adams stated that the process had not commenced and reminded the Board that the Workshop Meeting to merge the CDDs was forthcoming. This item would be deferred and added on the agenda, as a discussion item.

SEVENTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of November 30, 2016

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2016. On-roll assessment revenue collections were at 19% and off-roll collections were in line.

On MOTION by Mr. Neary and seconded by Mr. Bocchini, with all in favor, the Unaudited Financial Statements as of November 30, 2016, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of Minutes

A. October 20, 2016 Regular Meeting

Mr. Godshall presented the October 20, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Neary and seconded by Mr. Van Tassel, with all in favor, the October 20, 2016 Regular Meeting Minutes, as presented, were approved.

B. November 29, 2016 Workshop

Mr. Godshall presented the November 29, 2016 Workshop Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Bocchini and seconded by Mr. Neary, with all in favor, the November 29, 2016 Workshop Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Willson stated that Mr. Johnson planned to attend the District Merger Workshop, on for February 1, and would be available, via telephone, for the Wildfire Management Workshop. District Counsel and Mr. Adams would continue monitoring the Conservation Easement issue.

B. District Engineer

There being no report, the next item followed.

C. District Manager

- **Joint Workshops**
 - **Wednesday, February 1, 2017 at 9:00 A.M. (*The Club at Mediterra, Bella Vita Rooms 1& 2*) [District Merger]**
 - **Thursday, February 9, 2017 at 9:00A.M. (*The Club at Mediterra, Bella Vita Rooms 1 & 2*) [Wildfire Management]**
- **NEXT MEETING DATE: Thursday, May 18, 2017 at 9:30A.M.**

Mr. Godshall was unsure whether he would attend the workshops but would confirm with Mr. Adams.

D. Operations Manager

Mrs. Adams reported that three qualified contractors attended the aeration project pre-bid meeting. The Bid opening would be on February 7, 2017. Mr. Godshall asked how much was left to be completed, in the Mediterra North CDD. Mrs. Adams stated that the North CDD was at 100% completion, while the Mediterra South CDD had 58 incomplete projects.

In response to a question, Mr. Adams stated that an Agreement for water quality testing in the lakes was executed and the first sampling would be in May, at the height of the dry season. Another test would be performed during the rainy season. Altogether, 12 water quality tests would be performed, on five lakes, along with sediment testing, followed by a presentation at the August meeting.

TENTH ORDER OF BUSINESS

Supervisors' Requests

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

ELEVENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

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

**On MOTION by Mr. Van Tassel and seconded by Mr. Neary,
with all in favor, the meeting adjourned at 10:37 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair