



Minutes for Board of Directors Meeting – March 28, 2017

Board Members Present: Tom Corcoran, Robert Greenberg, John Henry, Alan Johnson, Stephen Light, John McKelvey, David Risley, Ken Tarr, Stephen Wilson

Board Members Absent: None

Staff Present: Larry Bailey, Tanya Douglass, Renee Miano, Gina Migliorese, Greg Pick, William Thomas, Terry Wood

Members Present: Mike Bishko/Villoresi, Kathy Butkiewicz/Amarone, Bill Carpenter/Bellezza, Nita Farmer/Cabreo, Ralph Friedman/Serata, Mary and George Gage/Monterosso, Joel Moranz/Terrazza, James Pautsch/Cellini, Jonathan Richardo/Cabreo, Caroline/Calabria, Philip Schaengold/Villoresi, Ken Stone/Cabreo, Ron Pass/Padova*, Bill Summers/Calabria*

CALL TO ORDER

The meeting was called to order at 3:01 p.m.

PROOF OF MEETING NOTICE

Notice was provided in accordance with state statutes and governing documents.

Notice was also provided to convene the Workshop of the South CDD, due to overlapping Board Members.

APPROVAL OF MINUTES FROM FEBRUARY 23, 2017 BOARD MEETING

The following corrections were noted and amended: President's Report b), New Business a), Old Business c). A motion was made by Mr. Light to approve the minutes with changes, seconded by Mr. Corcoran, and carried unanimously.

PRESIDENT'S REPORT

Mr. Greenberg congratulated Bill Thomas on behalf of the full Board on his election to become President of the South Gulf Coast Chapter for the Community Association Institute.

- a) **CDD Merger:** Due to updated state laws the North and South Community Development Districts are legally permitted to combine, allowing for uniform distribution of information and preserve / lake managing. This process, in total, should take approximately 1 year to complete.
- b) **Veterans Parkway Right of Way:** **The South CDD is in the process of requesting the abandonment of the unused right of way back to the CDD. The overall plan, if successful, would be to grant an easement or outright deed to the MCA for maintenance and beautification of the land. The likelihood is that the CDD will be successful on the east side of Livingston, but not the west side at this time.**
- c) **Neighborhood Street Parking:** The community Use Restrictions provides that no vehicles are to be parked on the street overnight. Security should be notified if residents or their guests intend to park cars on the street after 11pm, as they are subject to further action.
- d) **Distinctive Homes Development:** Update: the current proposal shows there will be 27 luxury homes and 2 ponds. The developer designed its sewer system to hook into the MCA system on Messina Lane.

They have requested an easement. The MCA is willing to grant the easement as it will not adversely affect storm water/sewer services; the CDD has no objection at this time; and the MCA will continue to evaluate the request to be certain that there is adequate sight line buffering along the fence line separating that tract from Mediterra.

- e) **Outstanding Assessments:** There is 1 lot that has gone into foreclosure and has not paid the 2017 yearly assessment.
- f) **Asphalt Sealcoating: Several residents who bike along the Corso have complained about accidents** caused by what they say are slippery conditions, particularly when the street is wet. Watering times have been altered as an immediate measure. The manufacturer and applicator company were contacted. The MCA was told that the mixture appears to have been properly prepared and applied. An engineer was contacted; however, there is no way to check on the product after it has been laid. The MCA is urging residents to be cautious when biking on the Corso.

Mr. Greenberg urged the Board to make an appointment with Bill Thomas to review the gatehouse access system, in advance of the next Board Meeting at which time a new system will be discussed. Gate vehicle backup has become an issue. All residents are urged to contact the gate for incoming vendors and guests either by email, phone, or on line portal.

TREASURER'S REPORT

Mr. McKelvey reviewed the status of the financial statement ending February 28, 2017.

Highlights:

- Net operating deficit of \$1,681, which was unfavorable to the plan by \$16,620.

Grounds

- Unfavorable variance of \$11,420 in Grounds is due to the additional employee needed for Caminetto and parks.
- Overages in operating expenses are due to timing in mulch, tree trimming, plant replacement and fertilizer.
- Irrigation water expense is over due to the lack of rainfall for the month.

Hardscapes

- Favorable variance of \$1,777 in Hardscapes is due to timing of outside services that are to be completed later.
- Overage in operating expenses are due to repairs to the column in Celestial park and an increase in electricity due to the 2 new fountains in Caminetto.

Community Patrol

- Unfavorable variance of \$3,697 is due to unexpected turnover of on call staffing that resulted in longer hours for present staff.
- Overage in operating expenses are due to Collier County Sheriff catching up with their billing.

Administration

- Administration's unfavorable variance of \$1,324 is due to the legal fees regarding the Governing Documents and unbudgeted accounting software.

Further discussion ensued regarding ownership of lake fountains and employee compensation.

GENERAL MANAGER'S REPORT

- a) **Neighborhood Entrance Landscaping:** Mr. Pick updated the Board about both the Padova and Treviso Neighborhood entrances that are receiving refurbishment.
- b) **Traffic Report:** 8 first notices were sent to those going over the designated speed threshold, 12 vendors were contacted who were going over the speed limit
- c) **Crime Report:** Mr. Pick reported two men climbed the fence by maintenance, stole the RCS golf cart and were collecting golf balls from the community; 1 man was apprehended. Suspicious vehicle was parked at the sales office, driver had fishing poles and was asked to leave the community.

NEW BUSINESS

- a) **Wildfire Evacuation Plan:** Mr. Tarr gave an overview of the MCA's objectives for wildfire control. Develop and implement programs for the safety of Mediterra residents and guests during a wildfire event working in coordination with the CDDs, the Club, and fire services, who have the ultimate responsibility for containment and suppression.
- b) **Criminal Awareness Program:** Mr. Risley urged everyone to be cautious, be responsible by locking doors and setting alarms and remove the incentive for crimes of opportunity.

OLD BUSINESS

- a) **Park Parterre Walkway Deed and Lighting:** After LB consulted with legal counsel, they took the position that the property in question will not be deeded to the MCA until the association is turned over from the developer.
- b) **Community Entrance Revitalization Task Force:** Mr. Corcoran reviewed the goals of the Task Force. The Board discussed having the up lighting in the trees for a longer period of time so more people have an opportunity to see the change proposed. The landscape architect will be meeting with the Task Force to offer his recommendations to progress with the project.
- c) **CDD Lake Bank Maintenance:** 3 lakes are currently in need of new plant material. It was decided that a third party company will be utilized for the plant installation, once the action is approved by the CDD.
- d) **Declaration and Bylaws Amendments:** A scheduling conflict prevented Mr. Greenberg and the association's attorney, Mr. Hart, from meeting to discuss this item. Recommendations to be discussed at next month's Board meeting.
- e) **Security Technical Upgrades:** The Board will be making appointments to review the current system in place. – Table for April Meeting.
- f) **Digital Communications Task Force:** Mr. Light reported he was working with Paul Lacouture and Bob Simmons, looking into different aspects of the community's infrastructure, which could potentially cause issues with service. The task force plans to meet with Comcast to see if a negotiation would be successful to improve or expand resident services while preserving the MCA's benefits under the current agreement.
- g) **401(k) Program:** A motion was made by Mr. McKelvey to approve the MCA establishing a 4% safe harbor match for the 401K, starting in 2018, seconded by Mr. Light, and carried unanimously.

ADJOURNMENT

A motion was made by Mr. McKelvey to adjourn the meeting at 4:47 pm, seconded by Mr. Henry. Carried unanimously. Meeting adjourned.