

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**MADEIRA
COMMUNITY DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of Madeira Community Development District was held on **Monday, March 22, 2017 at 2:00 p.m.** at the St. Johns County Airport Authority, Meeting Room Facility, located at 4730 Casa Cola Way, St. Augustine, Florida 32095.

Present and constituting a quorum:

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| Bill Lanius | Board Supervisor, Vice Chairman |
| Doug Maier | Board Supervisor, Assistant Secretary |
| John Kunkel | Board Supervisor, Assistant Secretary (via speaker phone) |
| Chris Shee | Board Supervisor, Assistant Secretary |

Also present were:

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| Lesley Gallagher | District Manager, Rizzetta & Company, Inc. |
| Wes Haber | District Counsel, Hopping Green & Sams, P.A. |

Audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 2:03 p.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Kimberly Grane from 53 Portada had landscaping concerns that she wanted to bring to the Board's attention before they considered landscape enhancement proposals.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Special Meeting
held February 6, 2017**

On a Motion by Mr. Maier, seconded by Mr. Shee, with all in favor, the Board approved the Minutes of the Board of Supervisors' Special Meeting held February 6, 2017 for Madeira Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for December
2016 and January 2017**

On a Motion by Mr. Lanius, seconded by Mr. Maier, all in favor, the Board ratified the operation and maintenance expenditures for December 2016 in the amount of \$16,311.45 and for January 2017 in the amount of \$23,222.40 for Madeira Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Haber noted that his firm is monitoring the legislative session and possible changes to public records law. He will update the Board should anything impact the CDD.
- B. District Engineer
Not present.
- C. District Manager
 - i.) Charles Aquatics Pond Report, February 16, 2017
Ms. Gallagher reviewed Charles Aquatics Pond Report and updated the Board that the district office is in the process of obtaining pressure washing proposals and that the fixture for light pole #8 is being built.

SIXTH ORDER OF BUSINESS

**Consideration of Landscape
Enhancement Proposals**

The Board approved sod installation proposal in the amount of \$968.31, lift station enhancement proposal in the amount of \$11,040.35 to remove holly trees and install viburnum odortassimum with Yellowstone subject to final review and approval by Chairperson.

On a Motion by Mr. Lanius, seconded by Mr. Maier, with all in favor, the Board approved sod installation proposal in the amount of \$968.31, lift station enhancement proposal in the amount of \$11,040.35 to remove holly trees and install viburnum odortassimum with Yellowstone Landscape subject to final review and approval by Chairperson for Madeira Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-03,
Prompt Payment Policies**

On a Motion by Mr. Shee, seconded by Mr. Maier, with all in favor, the Board adopted Resolution 2017-03, Prompt Payment Policies for Madeira Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2017-05,
Canvassing and Certifying the Election
Results**

On a Motion by Mr. Shee, seconded by Mr. Maier, with all in favor, the Board adopted Resolution 2017-05, Canvassing and Certifying the Election Results for Madeira Community Development District.

NINTH ORDER OF BUSINESS

**Public Hearing Setting a Fee for Gate
Access Device Replacement**

i.) Consideration of Resolution 2017-06, Adopting Gate Access Device Replacement Fee

On a Motion by Mr. Lanius, seconded by Mr. Shee, with all in favor, the Board opened the Public Hearing Setting a Fee for Gate Access Device Replacement for Madeira Community Development District.

Mr. Haber updated the audience on the purpose of the Public Hearing. Discussion ensued.

On a Motion by Mr. Shee, seconded by Mr. Maier, with all in favor, the Board closed the Public Hearing Setting a Fee for Gate Access Device Replacement for Madeira Community Development District.

The Board approved Resolution 2017-06, adopting the following gate access device fees:

\$50.00 per RFID sticker over and above the two initially issued at no cost, \$25.00 for replacement RFID stickers if the initial one is returned at the same time.

The Board also authorized any additional stickers to be purchased at a cost of \$30.00 through March 31, 2017 to be in line with correspondence circulated by BCM Services and requested they recirculate correspondence outlining the adopted fees from the Public Hearing and that each sticker is also tied to a license plate number for record keeping.

On a Motion by Mr. Lanius, seconded by Mr. Shee, with all in favor, the Board adopted Resolution 2017-06, Adopting Gate Access Device Replacement Fee for Madeira Community Development District.

TENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

An audience member had questions about a storm water fee on utility bill.

Audience members had questions about builders.

An audience member had questions about debris and temporary power poles on private property.

An audience member had concerns regarding an area of road caving – Board Supervisor Doug Maier is to meet with the resident for additional information and investigate.

There were no supervisor requests.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Lanius, seconded by Mr. Doug Maier, with all in favor, the Board adjourned the meeting at 3:14 p.m. for Madeira Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman