

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 regular meeting of the Board of Supervisors of Madeira Community Development District was held on **Wednesday, May 24, 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. The following was the agenda for the meeting:

Present and constituting a quorum:

Sally Hall	Board Supervisor, Chairman
Bill Lanius	Board Supervisor, Vice Chairman
Doug Maier	Board Supervisor, Assistant Secretary
John Kunkel	Board Supervisor, Assistant Secretary
Chris Shee	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	District Counsel, Hopping Green & Sams, P.A.
Jeff Diguglielmo	Yellowstone Landscape

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

An audience member commented on the proposed budget and landscaping. Kimberly Grane provided a disk of landscaping photos from March, April and May 2017.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Special Meeting
held March 22, 2017**

On a motion by Mr. Kunkel, seconded by Mr. Shee, with all in favor, the Board approved the Minutes of the Board of Supervisors' Special Meeting held March 22, 2017 for Madeira Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for February
2017, March 2017 and April 2017**

On a motion by Mr. Kunkel, seconded by Mr. Lanius, all in favor, the Board ratified the operation and maintenance expenditures for February 2017 in the amount of \$9,360.55, March 2017 in the amount of \$9,798.18 and April 2017 in the amount of \$33,568.13 for Madeira Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Haber updated the Board that the legislative session has ended and there were no impacts to Community Development District.. There were some public records changes that his firm is still reviewing and he will provide further updates.
- B. District Engineer
Not present.
- C. Landscape
 - i.) Yellowstone Landscape Report
Mr. Diguglielmo was available to answer any questions from the Board. Ms. Hall requested he move forward with the sod installation and shrub replacement to the area to the right of the guard house as previously discussed. Ms. Hall also noted that she would review the roundabout area further and update Mr. Diguglielmo on plant replacement which would be at Yellowstone Landscape's expense. Enhancements to the lift station area have been tabled at this time.
- D. District Manager
 - Update on Number of Registered Voters
 - i.) Ms. Gallagher updated the Board that per correspondence received from St. Johns County Supervisor of Elections, there were 148 registered voters in Madeira Community Development District as of April 24, 2017.
 - ii.) Ms. Gallagher reviewed and noted that Charles Aquatics was scheduled to come back out and review an algae bloom in Pond 3.

iii.) Discussion Regarding Access Gate

Ms. Gallagher noted that gates were operational and that she is now attending monthly meetings with Weiser Security. She requested any concerns be brought to her attention so they could be addressed at their meeting. Rizzetta & Company's phone number is listed for after hour emergencies at the gate. Ms. Gallagher noted that her office would need to know what steps to take if contacted. The Board directed her to work with The Gate Store and Weiser Security.

Ms. Gallagher noted the next meeting will be held on August 23, 2017 at 2:00 p.m.

SIXTH ORDER OF BUSINESS

**Acceptance of Financial Report Ending
September 30, 2016**

The Board authorized Mr. Lanius, Vice Chairman, to accept the financial report for period ending September 30, 2016 once he receives additional clarification as requested.

On a Motion by Mr. Lanius, seconded by Mr. Maier, with all in favor, the Board authorized Vice Chairman, Mr. Lanius, to accept the financial report for period ending September 30, 2016 once he receives additional clarification requested for Madeira Community Development District.

SEVENTH ORDER OF BUSINESS

**Acceptance of LLS Tax Solutions
Engagement Letter**

The Board accepted the engagement letter from LLS Tax Solutions for arbitrage services for Series 2007 A&B for a three year term at a cost of \$500 annually.

On a Motion by Ms. Hall, seconded by Mr. Lanius, with all in favor, the Board accepted the engagement letter from LLS Tax Solutions for arbitrage services for Series 2007 A&B for a three year term at a cost of \$500 annually for Madeira Community Development District.

**EIGHTH ORDER OF BUSINESS
Facilities Report**

Consideration of Proposal for Public

The Board tabled the proposal from Matthews Design Group for a Public Facilities Report and authorized Mr. Maier to work with the district office regarding completion of this report and information required to determine if this could be completed by the developer at a lesser expense.

On a Motion by Mr. Kunkel, seconded by Mr. Shee, with all in favor, the Board tabled the proposal from Matthews Design Group for a Public Facilities Report and authorized Mr. Maier to work with the district office regarding completion of this report and information required to determine if this could be completed by the developer at a lesser expense for Madeira Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Charles Aquatics
Renewal Proposal**

The Board approved renewal with Charles Aquatics at a monthly cost of \$435.00 through September 30, 2018

On a Motion by Mr. Maier, seconded by Ms. Hall, with all in favor, the Board approved the renewal with Charles Aquatics at a monthly cost of \$435.00 through September 30, 2018 for Madeira Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2017-07, Approving Fiscal Year 2017/2018 Proposed Budget and Setting the Date, Time and Location of the Public Hearing

The Board approved the proposed budget for fiscal year 2017/2018 and set the public hearing for August 23, 2017 at 2:00 p.m. at the St. Augustine Airport Conference Center located at 4730 Casa Cole Way, St. Augustine, FL 32092 and adopted Resolution 2017-07.

On a Motion by Ms. Hall, seconded by Mr. Maier, with all in favor, the Board for approved the proposed budget for fiscal year 2017/2018 and set the public hearing for August 23, 2017 at 2:00 p.m. at the St. Augustine Airport Conference Center located at 4730 Casa Cole Way, St. Augustine, FL 32092 and adopted Resolution 2017-07 for Madeira Community Development District.

ELEVENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

An audience member had a question regarding wells.

An audience member had a question regarding landscaping.

An audience member had a question about the amount in reserves.

An audience member had a question regarding the gatehouse and gate.

An audience member had a question regarding removal of the sales office and signs.

There were no supervisor comments.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Lanius, seconded by Mr. Kunkel, with all in favor, the Board adjourned the meeting at 3:02 p.m. for Madeira Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman