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**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 **Tuesday, March 13, 2018 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	<b>Board Supervisor, Chairman</b>
Bill Lanius	<b>Board Supervisor, Vice Chairman</b>
John Kunkel	<b>Board Supervisor, Assistant Secretary</b>
Doug Maier	<b>Board Supervisor, Assistant Secretary</b>
Chris Shee	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams, P.A. (Via Speakerphone)</b>
Blake Dougherty	<b>Account Manager, Yellowstone Landscape</b>

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 wanted to acknowledge the recent improvement in the landscape appearance.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Special Meeting  
held October 25, 2017**

On a motion by Mr. Maier, seconded by Mr. Lanius, in favor, with Ms. Hall and Mr. Kunkel abstaining as they were not present at the October 25, 2017 meeting, the Board approved the Minutes of the Board of Supervisors' Special Meeting held on October 25, 2017 for Madeira Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for  
September 2017, October 2017,  
November 2017, December 2017 and  
January 2018**

On a motion by Mr. Kunkel, seconded by Ms. Hall, all in favor, the Board ratified the operation and maintenance expenditures for September 2017 in the amount of \$20,027.90, October 2017 in the amount of \$17,086.78, November 2017 in the amount of \$17,202.28, December 2017 in the amount of \$11,776.58 and January 2018 in the amount of \$12,950.80 for Madeira Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.
- B. District Engineer  
Not present.
- C. Landscape Maintenance
  - 1.) Yellowstone Landscape Report, March 6, 2018  
Mr. Dougherty was introduced as the new account manager for Yellowstone Landscape at Madeira. Ms. Hall has questions regarding prior proposals and issues with weeds. Mr. Shee noted that he has previously had experience in other communities with Mr. Dougherty as an account manager and has had positive feedback. The landscape enhancements found under Tab 6 of the agenda were briefly discussed.
- D. District Manger
  - 1.) Charles Aquatics Pond Service Report, February 1, 2018  
Ms. Gallagher updated the Board that a vehicle struck the entrance tower and that the responsible party is working with the District Office on the repairs. She noted that the Pond Service Report found under Tab 4 of the agenda noted all ponds were in good condition. Ms. Gallagher also noted that the public hearing for Rules on Towing has been cancelled and no further action is being taken at this time by direction of the Chairperson. Ms. Gallagher then reviewed that her office received an email from a resident requesting information from District Counsel on specific items.

On a Motion by Mr. Lanius, seconded by Mr. Maier, with all in favor, the Board appointed Ms. Hall to work with District Counsel on response to the email for Madeira Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Landscape and Irrigation Maintenance Service Proposals**

- i.) Hollingsworth Lawn Service Proposal
- ii.) Yellowstone Landscape Service Proposal

The Board reviewed a renewal proposal from Yellowstone Landscape as well as a proposal from Hollingsworth Lawn Service. The discussion ensued.

On a Motion by Mr. Kunkle, seconded by Ms. Hall, with all in favor, the Board approved the renewal proposal from Yellowstone Landscape through September 30, 2019 for Madeira Community Development District.

**SEVENTH ORDER OF BUSINESS**

**The Board Reviewed Landscape Enhancement Proposals**

On a Motion by Ms. Hall, seconded by Mr. Shee, with all in favor, the Board approved adding three (3) boulders for the area that has been damaged by vehicular traffic past the entry gate. The boulders may vary in size and should be placed appropriately with Yellowstone Landscape to install filter fabric and relocate the existing irrigation in this area at a cost not to exceed \$1,000.00 for Madeira Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Entrance Tower and Lighting Repair Proposals (Under Separate Cover)**

Ms. Gallagher reviewed again that there is damage to the tower due to a vehicle striking it as well as some stones that are coming loose around the perimeter. The Board authorized Mr. Maier to work with vendors on repairs at a cost not to exceed \$10,000.00 to the District.

On a Motion by Mr. Kunkel, seconded by Ms. Hall, with all in favor, the Board authorized Mr. Maier to work with vendors on repairs at a cost not to exceed \$10,000.00 for Madeira Community Development District.

**NINTH ORDER OF BUSINESS**

**Discussion of RFID Tags**

This item was tabled.

**TENTH ORDER OF BUSINESS**

**Discussion Regarding the Gate and Monitoring Agreement**

Ms. Gallagher noted concerns that had been brought to her attention regarding the current monitoring company. The Board directed Ms. Gallagher to obtain a proposal from Envera for similar service to review at the May 17, 2018 meeting and use as a tool when proposing the fiscal year 2018/2019 budget. The Board reviewed a proposal (Exhibit A) from The Gate Store for preventative maintenance services on the gates.

On a Motion by Mr. Maier, seconded by Ms. Hall, with all in favor, the Board approved The Gate Store's proposal for every other month service at a cost of \$240.00 per visit for Madeira Community Development District.

*The Board moved back to agenda item 5B.*

**ELEVENTH ORDER OF BUSINESS**

**The Board Reviewed Landscape Enhancement Proposals**

On a Motion by Ms. Hall, seconded by Mr. Maier, with all in favor, the Board approved the Roundabout Enhancement proposal in the amount of \$3,239.84 for Madeira Community Development District.

On a Motion by Mr. Kunkel, seconded by Mr. Maier, with all in favor, the Board authorized Ms. Hall to work with Yellowstone Landscape on revised enhancements to all other areas proposed for at a cost not to exceed \$5,000.00 for Madeira Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

An audience member noted that turf weeds next to lot 72 needed to be treated and the area around the lift station needed to be addressed for turf weeds.

An audience member had a question about the area inside of the entry gate that has been damaged by trucks.

An audience member had a question about utility work along US Highway 1.

An audience member had a question regarding the tower damage.

An audience member had a question about the timeframe for the removal of the sales trailer.

An audience member had a question about brush trimming near the wetland.

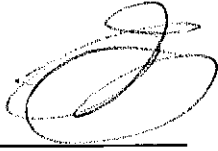
Audience members had AT&T complaints.

No supervisor comments.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Kunkel, seconded by Mr. Lanius, with all in favor, the Board adjourned the meeting at 3:32 p.m. for Madeira Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman