



Rizzetta & Company

# **Madeira Community Development District**

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**Board of Supervisors' Meeting  
May 26, 2021**

**District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084**

**[www.madeiracdd.org](http://www.madeiracdd.org)**

## **MADERIA COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 2806 North Fifth Street, St. Augustine, FL 32084

**Board of Supervisors**

|                     |                     |
|---------------------|---------------------|
| Bill Lanius         | Chairman            |
| Doug Maier          | Vice Chairman       |
| John Moore          | Assistant Secretary |
| Thomas Barton       | Assistant Secretary |
| Orville Dothage III | Assistant Secretary |

**District Manager**

|                  |                          |
|------------------|--------------------------|
| Lesley Gallagher | Rizzetta & Company, Inc. |
|------------------|--------------------------|

**District Counsel**

|           |                            |
|-----------|----------------------------|
| Wes Haber | Hopping Green & Sams, P.A. |
|-----------|----------------------------|

**District Engineer**

|                  |                       |
|------------------|-----------------------|
| Chris Buttermore | Matthews Design Group |
|------------------|-----------------------|

**All cellular phones must be placed on mute while in the meeting room.**

The first section of the meeting is called Audience Comments, which is the portion of the agenda where individuals may make comments on Agenda Items. The final section of the meeting will provide an additional opportunity for Audience Comments on other matters of concern that were not addressed during the meeting. Individuals are limited to a total of three (3) minutes to make comments during these times.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (904) 436-6270. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.madeiracdd.org](http://www.madeiracdd.org)

May 18, 2021

**Board of Supervisors  
Madeira Community  
Development District**

## AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of Madeira Community Development District will be held on **Wednesday, May 26, 2021 at 2:00 p.m.** at the Holiday Inn Express & Suites, 2300 State Road 16, St. Augustine, Florida 32084. Following is the agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held February 24, 2021.....Tab 1
  - B. Ratification of the Operation and Maintenance Expenditures for January 2021 and February 2021.....Tab 2
  - C. Acceptance of Annual Audit Report, Fiscal Year Ending September 2020.....Tab 3
- 4. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Landscape Maintenance
    - 1.) Yellowstone Landscape Report, May 2021.....Tab 4
    - 2.) Consideration of Proposal Reconfiguring Entry Landscape.....Tab 5
  - D. District Manager
    - 1.) Presentation of Registered Voter Count.....Tab 6
    - 2.) Charles Aquatics Pond Report, May 13, 2021.....Tab 7
- 5. BUSINESS ITEMS**
  - A. Consideration of Proposal(s) for Dog Waste Stations.....Tab 8
  - B. Ratification of Approval of FLP Streetlight Agreement, Phase 2A-1.....Tab 9
  - C. Consideration of Resolution 2021-03, Approving Fiscal Year 2021-2022 Proposed Budget and Setting Public Hearing.....Tab 10
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Very truly yours,  
*Lesley Gallagher*  
Lesley Gallagher  
District Manager  
Madeira Community  
Development District

**CALL TO ORDER / ROLL CALL**

# **PUBLIC COMMENTS**

# **BUSINESS ADMINISTRATION**

## **Tab 1**

**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, February 24, 2021 at 2:00 p.m.** at the Holiday Inn Express & Suites, 2300 State Road 16, St. Augustine, Florida 32084. The following was the agenda for the meeting:

Present and constituting a quorum:

|                     |  |
|---------------------|--|
| William Lanius      | <b>Board Supervisor, Chairman</b>            |
| Doug Maier          | <b>Board Supervisor, Vice Chairman</b>       |
| John Moore          | <b>Board Supervisor, Assistant Secretary</b> |
| Thomas Barton       | <b>Board Supervisor, Assistant Secretary</b> |
| Orville Dothage III | <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.</b><br>(via speaker phone) |
| John Distler     | <b>Business Development Manager,<br/>Yellowstone Landscape</b>                 |
| Scott Barnes     | <b>Account Manager, Yellowstone Landscape</b>                                  |
| Drew Baltz       | <b>Account Manager, Yellowstone Landscape</b>                                  |

Public members were 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 had a comment on the condition of the fencing on the Maralinda pond.

**THIRD ORDER OF BUSINESS****Administration of Oath of Office**

Ms. Gallagher noted that William Lanius, Thomas Barton and Orville Dothage III all took their Oaths prior to the onset of the meeting.



**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2021-01,  
Canvassing and Certifying the  
Landowners Election**

On a motion by Mr. Lanius, seconded by Mr. Moore, with all in favor, the Board adopted Resolution 2021-01, which Canvasses and Certifies the Landowner Election held on November 9, 2020 for Madeira Community Development District.

**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2021-02,  
ReDesignating Officers**

On a motion by Mr. Barton, seconded by Mr. Maier, with all in favor, the Board adopted Resolution 2021-02, ReDesignating Officers as follows: William Lanius as Chairman, Doug Maier as Vice Chairman and John Moore, Thomas Barton, Orville Dothage III, Lesley Gallagher and Melissa Dobbins all as Assistant Secretaries for Madeira Community Development District.

**SIXTH ORDER OF BUSINESS****Consideration of Minutes of the  
Board of Supervisors' Regular  
Meeting held on October 28, 2020**

On a motion by Mr. Lanius, seconded by Mr. Maier, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on October 28, 2020 for Madeira Community Development District.

**SEVENTH ORDER OF BUSINESS****Consideration of Minutes of the  
Landowner Election held on  
November 9, 2020**

On a motion by Mr. Maier, seconded by Mr. Moore, with all in favor, the Board approved the Minutes of the Landowner Election held on November 9, 2020 for Madeira Community Development District.

**EIGHTH ORDER OF BUSINESS****Ratification of the Operation and  
Maintenance Expenditures for  
October 2020, November 2020 and  
December 2020**

On a motion by Mr. Moore, seconded by Mr. Barton, with all in favor, the Board approved the Operation and Maintenance Expenditures for October 2020 in the amount of \$27,327.32, November 2020 in the amount of \$20,248.20 and December 2020 in the amount of \$20,706.35 for Madeira Community Development District.

It was noted that the irrigation wells and agreement were in place and there had been a significant drop in the water bills.

**NINTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

District Counsel reviewed the new E-Verify law that went into effect January 1, 2021 which requires units of Government, including CDD's, to use and comply with the E-Verify requirements for employees. He noted that the District had no employees but was required to register and the Chairman sign a Memorandum of Understanding as it relates to these requirements. He also noted that future agreements would include this requirement for vendors contracted within the District.

On a motion by Mr. Barton, seconded by Mr. Maier, with all in favor, the Board authorized the Chairman to execute the Memorandum of Understanding for Madeira Community Development District.

**B. District Engineer**

The District Engineer was not requested to attend.

**C. Landscape Maintenance****1.) Yellowstone Landscape Report, February 2021**

Mr. Barns reviewed his report found under tab 7 of the agenda and was available to answer any questions.

**D. District Manager**

Ms. Gallagher reviewed that the next meeting was scheduled for May 26, 2021 and that the Proposed Budget would be presented at that time. She also updated the Board that the CDD had received a check in the amount of \$3,658.00 for the damage done when a vehicle struck the RFID reader from the insurance company for the vehicle owner. The District's insurance company also paid \$2,830.50 towards the damaged light pole at the front of the community. This claim was filed with the District's insurance policy due to the fact that the responsible party had not come forward or been identified. This claim was also subject to the \$2,500.00 deductible.

**TENTH ORDER OF BUSINESS****Audience Comments and Supervisor Requests**

A request was made by Supervisor Barton for the information to be available as to what the cost would be to close the gates twenty-four hours for monitoring.

It was also requested that the District Manager provide an update at meetings of any request made by Law Enforcement for video footage.

An audience member had a question about the status of the Audit.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Moore, seconded by Mr. Maier, with all in favor, the Board adjourned the meeting at 2:31 p.m. for Madeira Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## **Tab 2**

# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · 2806 N. FIFTH STREET · UNIT 403 · ST. AUGUSTINE, FLORIDA 32084

## **Operation and Maintenance Expenditures January 2021 Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$17,507.97**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Madeira Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

| Vendor Name                   | Check Number | Invoice Number                   | Invoice Description                                 | Invoice Amount |
|-------------------------------|--------------|----------------------------------|---|----------------|
| B&B Exterminating Co., Inc.   | 001788       | Acct # 144897<br>Renewal 02/2021 | Guardhouse & Entry Termite Inspection Renewal 02/21 | \$ 153.00      |
| Charles Aquatics, Inc.        | 001789       | 40577                            | Monthly Aquatic Management- 12 ponds 01/21          | \$ 811.00      |
| City of St. Augustine         | 001794       | 37545-00 12/20                   | 21 Portada Dr Irrigation 12/20                      | \$ 1.75        |
| City of St. Augustine         | 001794       | 37572-00 12/20                   | 12 Pescado Dr Irrigation 12/20                      | \$ 1.75        |
| Comcast                       | 001795       | 8495 74 310<br>1318970 01/21     | Acct# 8495 74 310 1318970 01/21                     | \$ 109.55      |
| Envera                        | 001784       | 698182                           | Main Entrance Monitoring 02/01/21-02/28/21          | \$ 1,838.00    |
| Envera                        | 001796       | 698726                           | Additional Resident Count 01/01/21-02/28/21         | \$ 64.00       |
| Florida Power & Light Company | 001797       | 17027-26132<br>01/21             | 71 Tesoro Terrace 01/21                             | \$ 26.76       |
| Florida Power & Light Company | 001790       | FPL Summary<br>12/20             | FPL Summary 12/20                                   | \$ 1,348.21    |
| Hopping Green & Sams          | 001791       | 119558                           | General Legal Services 11/20                        | \$ 1,582.40    |
| Rizzetta & Company, Inc.      | 001785       | INV0000055475                    | District Management Fees 01/21                      | \$ 4,187.25    |
| Rizzetta & Company, Inc.      | 001792       | INV0000055602                    | Annual Dissemination Agent Fee FY 20/21             | \$ 3,000.00    |

## Madeira Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

| <u>Vendor Name</u>                | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>                 | <u>Invoice Amount</u>      |
|-----------------------------------|---------------------|-----------------------|--|----------------------------|
| Rizzetta Technology Services, LLC | 001786              | INV0000006710         | Website Hosting Services 01/21             | \$ 100.00                  |
| St. Johns County Tax Collector    | 001787              | Postage 2020          | Postage on Non Ad Valorem Tax Notices 2020 | \$ 37.97                   |
| Yellowstone Landscape             | 001793              | STAUG 181700          | Monthly Landscape Maintenance 01/21        | <u>\$ 4,246.33</u>         |
| Report Total                      |                     |                       |  | <u><u>\$ 17,507.97</u></u> |



# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · 2806 N. FIFTH STREET · UNIT 403 · ST. AUGUSTINE, FLORIDA 32084

## **Operation and Maintenance Expenditures February 2021 Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2021 through February 28, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$47,286.55**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Madeira Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

| Vendor Name                               | Check Number | Invoice Number    | Invoice Description                         | Invoice Amount |
|---|--------------|-------------------|---|----------------|
| Charles Aquatics, Inc.                    | 001803       | 40822             | Monthly Aquatic Management- 12 ponds 02/21  | \$ 811.00      |
| City of St. Augustine                     | 001808       | 37545-00 01/21    | 21 Portada Dr Irrigation 01/21              | \$ 1.75        |
| City of St. Augustine                     | 001808       | 37572-00 01/21    | 12 Pescado Dr Irrigation 01/21              | \$ 1.75        |
| Envera                                    | 001798       | 00021298          | Gate Reader Repair                          | \$ 3,063.00    |
| Envera                                    | 001798       | 00021452          | Gate Reader Repair                          | \$ 595.00      |
| Envera                                    | 001798       | 695784            | Additional Resident Count 10/01/20-11/30/20 | \$ 56.00       |
| Envera                                    | 001798       | 696679            | Additional Resident Count 11/01/20-12/31/20 | \$ 40.00       |
| Envera                                    | 001804       | 699094            | Main Entrance Monitoring 03/01/21-03/31/21  | \$ 1,870.00    |
| Florida Power & Light Company             | 001805       | FPL Summary 01/21 | FPL Summary 01/21                           | \$ 1,277.97    |
| Hopping Green & Sams                      | 001809       | 120213            | General Legal Services 12/20                | \$ 158.50      |
| Krishna Hotel LLC dba Holiday Inn Express | 001807       | 021021            | Meeting Room Fee 02/21                      | \$ 100.00      |
| Ponce Associates, LLC                     | 001799       | 1142021           | Well Installation                           | \$ 30,778.00   |

## Madeira Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

| <u>Vendor Name</u>                   | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>          | <u>Invoice Amount</u>      |
|--------------------------------------|---------------------|-----------------------|-------------------------------------|----------------------------|
| Rizzetta & Company,<br>Inc.          | 001800              | INV0000056012         | District Management Fees 02/21      | \$ 4,187.25                |
| Rizzetta Technology<br>Services, LLC | 001801              | INV0000006809         | Website Hosting Services 02/21      | \$ 100.00                  |
| Yellowstone Landscape                | 001806              | STAUG 186508          | Monthly Landscape Maintenance 02/21 | <u>\$ 4,246.33</u>         |
| Report Total                         |                     |                       |                                     | <u><u>\$ 47,286.55</u></u> |

## **Tab 3**

**Madeira Community  
Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2020**

**Madeira Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2020**

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# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors  
Madeira Community Development District  
St. Johns County, Florida

### Report on the Financial Statements

We have audited the accompanying basic financial statements of Madeira Community Development District as of and for the year ended September 30, 2020, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Fort Pierce / Stuart



To the Board of Supervisors  
Madeira Community Development District

### **Opinion**

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, and each major fund of Madeira Community Development District as of September 30, 2020, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Governmental Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and budgetary comparison be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued a report dated March 23, 2021 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Madeira Community Development District's internal control over financial reporting and compliance.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 23, 2021



**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2020**

Management's discussion and analysis of Madeira Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment and debt service.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2020**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including buildings and improvements, and infrastructure are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliations are provided from the *fund financial statements* to the *government-wide financial statements*.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2020.

- ◆ The District's total liabilities exceeded total assets by \$(7,108,158) (net position). Net investment in capital assets for the District was \$(613,750). Restricted net position was \$53,915. Unrestricted net position was \$(6,548,323).
- ◆ Governmental activities revenues totaled \$2,678,469 while governmental activities expenses totaled \$1,320,448.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2020**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

**Net Position**

|                                  | <b>Governmental Activities</b> |                       |
|----------------------------------|--------------------------------|-----------------------|
|                                  | <b>2020</b>                    | <b>2019</b>           |
| Current assets                   | \$ 340,725                     | \$ 270,489            |
| Restricted assets                | 824,376                        | 2,134,264             |
| Capital assets                   | 11,703,727                     | 11,966,911            |
| Total Assets                     | <u>12,868,828</u>              | <u>14,371,664</u>     |
| Current liabilities              | 6,681,986                      | 8,312,843             |
| Non-current liabilities          | 13,295,000                     | 14,525,000            |
| Total Liabilities                | <u>19,976,986</u>              | <u>22,837,843</u>     |
| Net Position                     |                                |                       |
| Net investment in capital assets | (613,750)                      | (1,427,654)           |
| Restricted                       | 53,915                         | 53,427                |
| Unrestricted                     | (6,548,323)                    | (7,091,952)           |
| Total Net Position               | <u>\$ (7,108,158)</u>          | <u>\$ (8,466,179)</u> |

The decrease in restricted assets is related to prepayments received at year end in the prior year and payments were made in the current year.

The decrease in total liabilities is primarily related to principal payments on matured bonds and bonds payable in the current year.

The increase in net position is the result of revenues exceeding expenses in the current year.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2020**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

**Change In Net Position**

|                                  | <b>Governmental Activities</b> |                       |
|----------------------------------|--------------------------------|-----------------------|
|                                  | <b>2020</b>                    | <b>2019</b>           |
| Program Revenues                 |                                |                       |
| Charges for services             | \$ 2,663,858                   | \$ 3,262,033          |
| General Revenues                 |                                |                       |
| Miscellaneous revenues           | 500                            | 1,825                 |
| Investment earnings              | 14,111                         | 20,598                |
| Total Revenues                   | <u>2,678,469</u>               | <u>3,284,456</u>      |
| Expenses                         |                                |                       |
| General government               | 102,285                        | 78,538                |
| Physical environment             | 426,651                        | 420,547               |
| Interest and other charges       | 791,512                        | 905,092               |
| Total Expenses                   | <u>1,320,448</u>               | <u>1,404,177</u>      |
| Change in Net Position           | 1,358,021                      | 1,880,279             |
| Net Position - Beginning of Year | <u>(8,466,179)</u>             | <u>(10,346,458)</u>   |
| Net Position - End of Year       | <u>\$ (7,108,158)</u>          | <u>\$ (8,466,179)</u> |

The decrease in charges for services is mainly related to prepayments of special assessments in the prior year.

The increase in general government expenses is primarily related to an increase in legal expenses in the current year.

The decrease in interest expense is related to a prepayment of principal in the current year.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2020**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2020 and 2019:

| Description                            | Governmental Activities |               |
|--|-------------------------|---------------|
|  | 2020                    | 2019          |
| Capital Assets, not being depreciated  |                         |               |
| Land and improvements                  | \$ 6,090,000            | \$ 6,090,000  |
| Capital Assets, being depreciated      |                         |               |
| Infrastructure                         | 7,811,220               | 7,811,220     |
| Equipment                              | 19,674                  | 19,674        |
| Total Capital Assets being depreciated | 7,830,894               | 7,830,894     |
| Accumulated depreciation               | (2,217,167)             | (1,953,983)   |
| Net Capital Assets being depreciated   | 5,613,727               | 5,876,911     |
| Total Capital Assets (Net)             | \$ 11,703,727           | \$ 11,966,911 |

The activity for the year consisted of \$263,184 in depreciation.

**General Fund Budgetary Highlights**

The final budget exceeded actual expenditures in the current year because miscellaneous contingency and reserve expenditures were less than anticipated.

There were no amendments to the General Fund budget in the current year.

**Debt Management**

Governmental Activities debt includes the following:

In May 2007, the District issued \$45,000,000 of Special Assessment Revenue Bonds, consisting of \$18,545,000 Series 2007A Bonds and \$26,455,000 Series 2007B Bonds. The Bonds were issued to finance the acquisition and construction of certain improvements within the District. During the year, the District failed to meet the scheduled debt service requirements and the Series 2007 Bonds remain in default. Matured bonds payable totaled \$485,000 at September 30, 2020. The unmatured balance outstanding at September 30, 2020 was \$13,755,000.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2020**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Economic Factors and Next Year's Budget**

Madeira Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in the fiscal year ended September 30, 2021.

**Request for Information**

The financial report is designed to provide a general overview of Madeira Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Madeira Community Development District's Finance Department at 12750 Citrus Park Lane, Suite 115, Tampa, Florida 33625.

**Mareira Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2020**

|                                       | <u><b>Governmental<br/>Activities</b></u> |
|---------------------------------------|---|
| <b>ASSETS</b>                         |   |
| Current Assets                        |   |
| Cash                                  | \$ 330,911                                |
| Assessments receivable                | 295                                       |
| Prepaid expenses                      | 8,694                                     |
| Deposits                              | 825                                       |
| Total Current Assets                  | <u>340,725</u>                            |
| Non-Current Assets                    |   |
| Restricted Assets                     |   |
| Investments                           | 824,376                                   |
| Capital Assets, Not Being Depreciated |   |
| Land and improvements                 | 6,090,000                                 |
| Capital Assets, Being Depreciated     |   |
| Infrastructure                        | 7,811,220                                 |
| Equipment                             | 19,674                                    |
| Less: accumulated depreciation        | <u>(2,217,167)</u>                        |
| Total Non-Current Assets              | <u>12,528,103</u>                         |
| Total Assets                          | <u>12,868,828</u>                         |
| <b>LIABILITIES</b>                    |   |
| Current Liabilities                   |   |
| Accounts payable and accrued expenses | 8,218                                     |
| Matured bonds payable                 | 485,000                                   |
| Matured interest payable              | 5,371,687                                 |
| Unearned revenues                     | 34,119                                    |
| Bonds payable                         | 460,000                                   |
| Accrued interest                      | 322,962                                   |
| Total Current Liabilities             | <u>6,681,986</u>                          |
| Non-Current Liabilities               |   |
| Bonds payable                         | <u>13,295,000</u>                         |
| Total Liabilities                     | <u>19,976,986</u>                         |
| <b>NET POSITION</b>                   |   |
| Net investment in capital assets      | (613,750)                                 |
| Restricted for capital projects       | 53,915                                    |
| Unrestricted                          | <u>(6,548,323)</u>                        |
| Total Net Position                    | <u><u>\$ (7,108,158)</u></u>              |

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2020**

| <b>Functions/Programs</b>        | <b>Expenses</b>       | <b>Program<br/>Revenues<br/>Charges for<br/>Services</b> | <b>Net (Expenses)<br/>Revenues and<br/>Change in<br/>Net Position<br/>Governmental<br/>Activities</b> |
|----------------------------------|-----------------------|--|---|
| Governmental Activities          |                       |  |   |
| General government               | \$ (102,285)          | \$ 120,601   | \$ 18,316   |
| Physical environment             | (426,651)             | 208,024  | (218,627)   |
| Interest and other charges       | (791,512)             | 2,335,233  | 1,543,721   |
| Total Governmental Activities    | <u>\$ (1,320,448)</u> | <u>\$ 2,663,858</u>                                      | <u>1,343,410</u>  |
| <b>General Revenues</b>          |                       |  |   |
| Miscellaneous revenues           |                       |  | 500   |
| Investment income                |                       |  | 14,111  |
| Total General Revenues           |                       |  | <u>14,611</u>   |
| Change in Net Position           |                       |  | 1,358,021   |
| Net Position - Beginning of Year |                       |  | <u>(8,466,179)</u>  |
| Net Position - End of Year       |                       |  | <u>\$ (7,108,158)</u>   |

*See accompanying notes to financial statements.*



**Madeira Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2020**

|                                       | General           | Debt<br>Service    | Capital<br>Projects | Total<br>Governmental<br>Funds |
|---------------------------------------|-------------------|--------------------|---------------------|--------------------------------|
| <b>ASSETS</b>                         |                   |                    |                     |                                |
| Cash                                  | \$ 330,911        | \$ -               | \$ -                | \$ 330,911                     |
| Assessments receivable                | 295               | -                  | -                   | 295                            |
| Prepaid expenses                      | 8,694             | -                  | -                   | 8,694                          |
| Deposits                              | 825               | -                  | -                   | 825                            |
| Restricted assets                     |                   |                    |                     |                                |
| Investments, at fair value            | -                 | 770,461            | 53,915              | 824,376                        |
| Total Assets                          | <u>\$ 340,725</u> | <u>\$ 770,461</u>  | <u>\$ 53,915</u>    | <u>\$ 1,165,101</u>            |
| <b>LIABILITIES AND FUND BALANCES</b>  |                   |                    |                     |                                |
| <b>LIABILITIES</b>                    |                   |                    |                     |                                |
| Accounts payable and accrued expenses | \$ 8,218          | \$ -               | \$ -                | \$ 8,218                       |
| Matured bonds payable                 | -                 | 485,000            | -                   | 485,000                        |
| Matured interest payable              | -                 | 5,371,687          | -                   | 5,371,687                      |
| Unearned revenue                      | -                 | 34,119             | -                   | 34,119                         |
| Total Liabilities                     | <u>8,218</u>      | <u>5,890,806</u>   | <u>-</u>            | <u>5,899,024</u>               |
| <b>FUND BALANCES</b>                  |                   |                    |                     |                                |
| Nonspendable:                         |                   |                    |                     |                                |
| Prepaid expenses                      | 8,694             | -                  | -                   | 8,694                          |
| Deposits                              | 825               | -                  | -                   | 825                            |
| Restricted:                           |                   |                    |                     |                                |
| Capital projects                      | -                 | -                  | 53,915              | 53,915                         |
| Unassigned                            | 322,988           | (5,120,345)        | -                   | (4,797,357)                    |
| Total Fund Balances                   | <u>332,507</u>    | <u>(5,120,345)</u> | <u>53,915</u>       | <u>(4,733,923)</u>             |
| Total Liabilities and Fund Balances   | <u>\$ 340,725</u> | <u>\$ 770,461</u>  | <u>\$ 53,915</u>    | <u>\$ 1,165,101</u>            |

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2020**

|  |                              |
|--|------------------------------|
| Total Governmental Fund Balances   | \$ (4,733,923)               |
| Amounts reported for governmental activities in the Statement of Net Position are different because:   |                              |
| Capital assets, land and improvements (\$6,090,000), infrastructure (\$7,811,220) and equipment (\$19,674) net of accumulated depreciation (\$(2,217,167)) used in governmental activities are not current financial resources, and therefore, are not reported at the fund level. | 11,703,727                   |
| Long-term liabilities, bonds payable, are not due and payable in the current period, and therefore, are not reported at the fund level.  | (13,755,000)                 |
| Accrued interest expense for long-term debt is not a current financial use, and therefore, is not reported at the fund level.  | <u>(322,962)</u>             |
| Net Position of Governmental Activities  | <u><u>\$ (7,108,158)</u></u> |

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2020**

|                                   | General           | Debt<br>Service       | Capital<br>Projects | Total<br>Governmental<br>Funds |
|-----------------------------------|-------------------|-----------------------|---------------------|--------------------------------|
| <b>REVENUES</b>                   |                   |                       |                     |                                |
| Special assessments               | \$ 328,625        | \$ 2,335,233          | \$ -                | \$ 2,663,858                   |
| Miscellaneous revenues            | 500               | -                     | -                   | 500                            |
| Investment income                 | 34                | 13,589                | 488                 | 14,111                         |
| Total Revenues                    | <u>329,159</u>    | <u>2,348,822</u>      | <u>488</u>          | <u>2,678,469</u>               |
| <b>EXPENDITURES</b>               |                   |                       |                     |                                |
| Current                           |                   |                       |                     |                                |
| General government                | 94,769            | 7,516                 | -                   | 102,285                        |
| Physical environment              | 163,467           | -                     | -                   | 163,467                        |
| Debt service                      |                   |                       |                     |                                |
| Principal                         | -                 | 1,205,000             | -                   | 1,205,000                      |
| Interest                          | -                 | 843,827               | -                   | 843,827                        |
| Total Expenditures                | <u>258,236</u>    | <u>2,056,343</u>      | <u>-</u>            | <u>2,314,579</u>               |
| Net Change in Fund Balance        | 70,923            | 292,479               | 488                 | 363,890                        |
| Fund Balances - Beginning of Year | <u>261,584</u>    | <u>(5,412,824)</u>    | <u>53,427</u>       | <u>(5,097,813)</u>             |
| Fund Balances - End of Year       | <u>\$ 332,507</u> | <u>\$ (5,120,345)</u> | <u>\$ 53,915</u>    | <u>\$ (4,733,923)</u>          |

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2020**

|  |            |
|--|------------|
| Net Change in Fund Balances - Total Governmental Funds | \$ 363,890 |
|--|------------|

Amounts reported for governmental activities in the Statement of Activities are different because:

|   |           |
|---|-----------|
| Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation in the current period. | (263,184) |
|---|-----------|

|   |           |
|---|-----------|
| Repayment of bond principal are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position. | 1,205,000 |
|---|-----------|

|   |   |
|---|---|
| In the Statement of Activities, interest is accrued on outstanding bonds; whereas in the governmental funds, interest expenditures are reported when due. This is the change in accrued interest in the current period. | <div style="border-top: 1px solid black; display: inline-block;">52,315</div> |
|---|---|

|   |  |
|---|--|
| Change in Net Position of Governmental Activities | <div style="border-top: 1px solid black; border-bottom: 3px double black; display: inline-block;">\$ 1,358,021</div> |
|---|--|

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND**  
**For the Year Ended September 30, 2020**

|                                   | <b>Original<br/>Budget</b> | <b>Final<br/>Budget</b> | <b>Actual</b>            | <b>Variance with<br/>Final Budget<br/>Positive<br/>(Negative)</b> |
|-----------------------------------|----------------------------|-------------------------|--------------------------|---|
| Revenues                          |                            |                         |                          |   |
| Special assessments               | \$ 320,002                 | \$ 320,002              | \$ 328,625               | \$ 8,623  |
| Miscellaneous revenues            | -                          | -                       | 500                      | 500   |
| Investment income                 | -                          | -                       | 34                       | 34  |
| Total Revenues                    | <u>320,002</u>             | <u>320,002</u>          | <u>329,159</u>           | <u>9,157</u>  |
| Expenditures                      |                            |                         |                          |   |
| Current                           |                            |                         |                          |   |
| General government                | 90,833                     | 90,833                  | 94,769                   | (3,936)   |
| Physical environment              | <u>229,169</u>             | <u>229,169</u>          | <u>163,467</u>           | <u>65,702</u>   |
| Total Expenditures                | <u>320,002</u>             | <u>320,002</u>          | <u>258,236</u>           | <u>61,766</u>   |
| Net Change in Fund Balances       | -                          | -                       | 70,923                   | 70,923  |
| Fund Balances - Beginning of Year | <u>-</u>                   | <u>-</u>                | <u>261,584</u>           | <u>261,584</u>  |
| Fund Balances - End of Year       | <u><u>\$ -</u></u>         | <u><u>\$ -</u></u>      | <u><u>\$ 332,507</u></u> | <u><u>\$ 332,507</u></u>  |

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on June 6, 2006, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Madeira Community Development District. The District is governed by a five member Board of Supervisors who are elected on an at large basis by landowners of the District. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Madeira Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board, the District has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**Fund Balance Spending Hierarchy** – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.



**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**a. Governmental Major Funds (Continued)**

Debt Service Funds – Accounts for the accumulation of resources for the annual payment of principal and interest on long-term general obligation debt.

Capital Projects Funds – The Capital Projects Funds account for the construction of infrastructure improvements within the boundaries of the District.

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**b. Restricted Net Position**

Certain net position of the District is classified as restricted on the Statement of Net Position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**c. Capital Assets**

Capital assets, which include land and improvements, construction in progress, buildings, infrastructure and equipment are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

|                |          |
|----------------|----------|
| Infrastructure | 30 years |
| Equipment      | 7 years  |

**d. Budgets**

Budgets are prepared and adopted after a public hearing for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE B – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk; however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2020, the District's bank balance was \$332,577 and the carrying value was \$330,911. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

As of September 30, 2020, the District had the following investments and maturities:

| <u>Investment</u>             | <u>Maturities</u> | <u>Fair Value</u> |
|-------------------------------|-------------------|-------------------|
| U S Bank Managed Money Market | N/A               | <u>\$ 824,376</u> |

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments listed above are a level one asset.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE B – CASH AND INVESTMENTS (CONTINUED)**

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2020, the District's investment is unrated.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The investment in U S Bank Managed Money Market represents 100% of investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2020 were typical of these items during the fiscal year then ended. The District considers any decline in fair value to be temporary.

**NOTE C – SPECIAL ASSESSMENT REVENUES**

Assessment revenues recognized for the 2019-2020 fiscal year were levied in October 2019. All taxes are due and payable on November 1 or as soon as the assessment roll is certified and delivered to the Tax Collector. Per Section 197.162, Florida Statutes, discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes paid in March are without discount.

All unpaid taxes become delinquent as of April 1. Virtually all unpaid taxes are collected via the sale of tax certificates on or prior to June 1; therefore, there were no material taxes receivable at fiscal year end.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE D – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2020 was as follows:

|   | Balance<br>October 1,<br>2019 | Additions           | Deletions   | Balance<br>September 30,<br>2020 |
|---|-------------------------------|---------------------|-------------|----------------------------------|
| <b><u>Governmental activities:</u></b>  |                               |                     |             |                                  |
| Capital assets, not being depreciated:  |                               |                     |             |                                  |
| Land and land improvements              | \$ 6,090,000                  | \$ -                | \$ -        | \$ 6,090,000                     |
| Capital assets, being depreciated:      |                               |                     |             |                                  |
| Infrastructure                          | 7,811,220                     | -                   | -           | 7,811,220                        |
| Equipment                               | 19,674                        | -                   | -           | 19,674                           |
| Total Capital Assets, Being Depreciated | <u>7,830,894</u>              | <u>-</u>            | <u>-</u>    | <u>7,830,894</u>                 |
| Less accumulated depreciation for:      |                               |                     |             |                                  |
| Infrastructure                          | (1,952,812)                   | (260,374)           | -           | (2,213,186)                      |
| Equipment                               | (1,171)                       | (2,810)             | -           | (3,981)                          |
| Total Accumulated Depreciation          | <u>(1,953,983)</u>            | <u>(263,184)</u>    | <u>-</u>    | <u>(2,217,167)</u>               |
| Total Capital Assets Depreciated, Net   | <u>5,876,911</u>              | <u>(263,184)</u>    | <u>-</u>    | <u>5,613,727</u>                 |
| Governmental Activities Capital Assets  | <u>\$ 11,966,911</u>          | <u>\$ (263,184)</u> | <u>\$ -</u> | <u>\$ 11,703,727</u>             |

Current year depreciation of \$263,184 was charged to physical environment.

**NOTE E – LONG-TERM DEBT**

The following is a summary of activity for long-term debt of the Governmental Activities for the year ended September 30, 2020:

|                                      |                      |
|--------------------------------------|----------------------|
| Long-term debt at October 1, 2019    | \$ 14,960,000        |
| Principal payments                   | <u>(1,205,000)</u>   |
| Long-term debt at September 30, 2020 | <u>\$ 13,755,000</u> |

Long-term debt for Governmental Activities is comprised of the following:

**Special Assessment Revenue Bonds**

\$18,545,000 Series 2007A Special Assessment Revenue Bonds are due in annual principal installments beginning May 2010 maturing May 2039. Interest at 5.45% is due May and November beginning November 2007. Current portion is \$460,000.

\$ 13,755,000

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE E – LONG-TERM DEBT (CONTINUED)**

The District issued \$26,455,000 Series 2007B Bonds at 5.25% interest. In a prior year, the District refined the project, deemed it complete, and used the funds in the construction account to pay down the bonds. The remaining Bonds matured on November 1, 2014, but the balance outstanding was not paid. The balance outstanding, \$485,000 is included as matured bonds payable in the accompanying financial statements.

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2020 are as follows:

| Year Ending<br>September 30, | Principal            | Interest            | Total                |
|------------------------------|----------------------|---------------------|----------------------|
| 2021                         | \$ 460,000           | \$ 749,648          | \$ 1,209,648         |
| 2022                         | 485,000              | 724,578             | 1,209,578            |
| 2023                         | 510,000              | 698,145             | 1,208,145            |
| 2024                         | 540,000              | 670,350             | 1,210,350            |
| 2025                         | 570,000              | 640,920             | 1,210,920            |
| 2026-2030                    | 3,365,000            | 2,702,928           | 6,067,928            |
| 2031-2035                    | 4,420,000            | 1,676,965           | 6,096,965            |
| 2036-2039                    | 3,405,000            | 389,948             | 3,794,948            |
| Totals                       | <u>\$ 13,755,000</u> | <u>\$ 8,253,482</u> | <u>\$ 22,008,482</u> |

Following the initial nonpayment by the Developer in fiscal year 2010, a single investor (the “Sole Bondholder”) acquired control of all outstanding Special Assessment Revenue Bonds issued by the District. The Sole Bondholder has demonstrated a cooperative approach to resolving the various issues concerning the matured bonds and related nonpayment by the Developer. No formal agreement has been executed between the parties. However, in lieu of directing the District to pursue typical legal remedies, the Sole Bondholder has continued to forbear and accept payments made by the District as available from the proceeds of Developer-owned lots that are sold to third-party purchasers in the ordinary course of business and from other debt service assessments that are collected by the District.

At September 30, 2020, the amount receivable from the Developer for delinquent assessments totaled \$2,356,336, of which \$2,197,617 related to the debt service fund for each fiscal year since 2010 and \$158,719 related to the general fund for fiscal years ended 2010 and 2011. Due to uncertainty, as to the timing of collection of the remaining balance, an allowance of \$2,356,336 has been established to offset the receivable. As a result, the amount is not recorded as revenue in the financial statements. Furthermore, no debt service assessment was billed on certain lots owned by the Developer for fiscal years 2012-2020. However, debt assessments on such lots remain outstanding and are subject to collection.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE E – LONG-TERM DEBT (CONTINUED)**

Summary of Significant Bond Resolution Terms and Covenants

**Special Assessment Revenue Bonds**

Significant Bond Provisions

The Series 2007A Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2017 at a redemption price set forth in the Trust Indenture. The Series 2007B Bonds are not subject to optional redemption prior to maturity. The Series 2007A and Series 2007B Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District is not in compliance with certain requirements of the Bond Indenture due to Developer nonpayment of assessment revenue.

Total principal and interest remaining on the Series 2007 Bonds, as of September 30, 2020 is \$27,877,567 which includes \$5,856,687 of matured bonds and interest payable. In the current year, the District paid a portion of outstanding matured principal and interest on the Series 2007 Bonds for a total of \$2,874,845.

The following is a schedule of required reserve deposits as of September 30, 2020:

**Special Assessment Revenue Bonds**

|              | <u>Reserve<br/>Balance</u> | <u>Reserve<br/>Requirement</u> |
|--------------|----------------------------|--------------------------------|
| Series 2007A | \$ -                       | \$ 882,990                     |
| Series 2007B | \$ -                       | \$ 2,349                       |



**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2020**

**NOTE F – ECONOMIC DEPENDENCY AND RELATED PARTIES**

At September 30, 2020, the developer owned or controlled a large portion of the assessable property located within District boundaries. A substantial portion of the District's activity is dependent upon the continued involvement of the developers. As indicated in the financial statements, the nonpayment of debt service assessments by the Developer in the prior and current fiscal years has resulted in the deterioration of the financial condition of the District's Debt Service Fund.

As the Developer owns a portion of land within the District, assessment revenue includes assessments levied on those properties. The District's activity remains dependent upon the continued involvement of the developers, the loss of which could have a materially adverse effect on the District. Four Board of Supervisors are employed by the developer or its affiliates at September 30, 2020.

**NOTE G – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The District has not filed any claims under this commercial coverage during the last three years.



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Madeira Community Development District  
St. Johns County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Madeira Community Development District, as of and for the year ended September 30, 2020, and the related notes to the financial statements, and have issued our report thereon dated March 23, 2021.

### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Madeira Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Madeira Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Madeira Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



Board of Supervisors  
Madeira Community Development District

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Madeira Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that we reported to the District, in a separate letter dated March 23, 2021. (See pages 30-32)

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 23, 2021



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## MANAGEMENT LETTER

To the Board of Supervisors  
Madeira Community Development District  
St. Johns County, Florida

### Report on the Financial Statements

We have audited the financial statements of the Madeira Community Development District as of and for the year ended September 30, 2020, and have issued our report thereon dated March 23, 2021.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 23, 2021, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. The following findings or recommendations were made in the preceding audit.



To the Board of Supervisors  
Madeira Community Development District

### **Finding 16-01**

**Finding** – The District has not made scheduled debt service payments on the Special Assessment Revenue Bonds Series 2007 since 2010 and has met one of the financial emergency conditions in Section 218.503(1)(a), Florida Statutes.

**Recommendation** – We recommend that the District utilize all remedies available to bring debt service payments current.

**Management Response** – The District will resume collection efforts to meet past and current debt service obligations when directed by the bondholder.

**Current Status** – The scheduled debt service payments were not made on time in the current year, however, the District has reduced the past due balances and the District no longer meets a financial emergency condition outlined in Section 218.503(1).

### **Finding 16-02**

**Finding** – The required reserve balance was not met.

**Recommendation** – We recommend that the district use all available remedies to restore the reserve account to the required balance.

**Management Response** – The reserve account was utilized in a prior year to make debt service payments. The District is unaware when the Trustee plans to restore the reserve balance to the required amount.

**Current Status** – The reserve balance was zero at September 30, 2020.



To the Board of Supervisors  
Madeira Community Development District

### **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Madeira Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Madeira Community Development District did not meet any of the conditions described in Section 218.503(1) Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Madeira Community Development District. It is management's responsibility to monitor the Madeira Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2020.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 23, 2021



Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE WITH  
SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Madeira Community Development District  
St. Johns County, Florida

We have examined Madeira Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2020. Management is responsible for Madeira Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Madeira Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Madeira Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Madeira Community Development District's compliance with the specified requirements.

In our opinion, Madeira Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2020.

*Berger Toombs Elam  
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 23, 2021

# STAFF REPORTS



# District Counsel

# District Engineer

# Landscape Report

## **Tab 4**



## **Madeira Community Landscape Report – May 2021**

**General Maintenance** – We are continuing our routine maintenance activities, focusing on weed control, as we are seeing significant weed pressure in planting beds which is typical during the Spring. We are also continuing pruning throughout the planting beds as the Spring flush has occurred and plant material is blooming.

**Fert/Chem** – Our fert/chem team has been busy this spring making a granular turf fertilizer application (25-0-10) as well as selective post emergent herbicide applications and fungicide applications, as needed. The fungicide and herbicide applications were spot treatments to control areas that were noted during our weekly site visits.

**Special Projects** – Our irrigation team has completed a handful of repairs noted during our monthly inspections of the property. We have delayed the Spring Annual installation, initially due to the Winter Annuals continuing to thrive, now due to the construction of the sidewalk addition through the entry island. We are working on an enhancement project for this area and should have the Spring Annuals installed throughout the community in the very near future.

Thanks,

**Drew Baltz | Account Manager**

*Best Management Practices Certified*

Yellowstone Landscape

3235 North State Street, PO Box 849, Bunnell, FL 32110

Ph: 386.437.6211 ext. 167 | Cell: 904.487.7690 | [www.yellowstonelandscape.com](http://www.yellowstonelandscape.com)

## **Tab 5**



Proposal #128051

Date: 05/05/2021

From: Andrew Baltz

Proposal For

Madeira CDD

c/o Rizzetta & Company, Inc.  
2806 N 5th St  
Suite 403  
St. Augustine, FL 32084

main:  
mobile:

Location

Maralinda Dr & US 1

St. Augustine, FL 32095

Property Name: Madeira CDD

Redesign of Entrance Island Bed - Sidewalk Install

Terms: Net 30

Redesign of Island Bed due to Sidewalk Construction. Removal of a section of Dwarf Podocarpus to recreate annual bed on east side of new sidewalk. Includes rerouting of irrigation lines to island tip (sod), and reinstalling irrigation lines and heads to ensure complete coverage.

| DESCRIPTION                                     | QUANTITY | UNIT PRICE | AMOUNT     |
|---|----------|------------|------------|
| Labor for removal, prep, grade and installation | 32.00    | \$55.00    | \$1,760.00 |
| Planting Mix for Annual bed                     | 3.00     | \$100.00   | \$300.00   |
| Irrigation Technician                           | 12.00    | \$65.00    | \$780.00   |
| Irrigation pipe and fittings                    | 1.00     | \$357.14   | \$357.14   |

Client Notes

Signature

x

SUBTOTAL \$3,197.14

SALES TAX \$0.00

TOTAL \$3,197.14

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Assigned To

Andrew Baltz  
Office:  
abaltz@yellowstonelandscape.com





Proposal #114963

Date: 03/04/2021

From: Andrew Baltz

## Proposal For

### Madeira CDD

c/o Rizzetta & Company, Inc.  
2806 N 5th St  
Suite 403  
St. Augustine, FL 32084

main:  
mobile:

## Location

### Maralinda Dr & US 1

St. Augustine, FL 32095

## Property Name: Madeira CDD

### Spring Annual Installation - 2021

Terms: Net 30

## Removal of Existing and Installation of Spring Annuals

| DESCRIPTION                       | QUANTITY | UNIT PRICE | AMOUNT   |
|-----------------------------------|----------|------------|----------|
| Spring Annual Installation - 2021 | 432.00   | \$1.65     | \$712.80 |

## Client Notes

## Signature

x

SUBTOTAL \$712.80

SALES TAX \$0.00

TOTAL \$712.80

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

## Contact

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Assigned To

Andrew Baltz

Office:

abaltz@yellowstonelandscape.com

# District Manager

## **Tab 6**

April 20, 2021

Madeira CDD  
Attn: Lesley Gallagher, District Manager  
c/o Rizzetta & Company, Inc.  
3434 Colwell Ave., Suite 200  
Tampa, FL 33614

Dear Ms. Gallagher:

In response to your request regarding Section 190.006(3)(a)(2)(d), Florida Statutes, the following information is applicable for:

Madeira CDD

468 registered voters in St. Johns County

This number is based on the streets within the legal description on file with this office as of April 15, 2021.

Please contact us if we may be of further assistance.

Sincerely,



Vicky C. Oakes  
Supervisor of Elections

VO/ew

## **Tab 7**



---

6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Fax: 904-807-9158

Phone: 904-997-0044

---

## Service Report

**Date:** May 13, 2021

**Aquatic Technician:** Shayne Wilford

**Client:** Madeira

**Waterways:** Twelve ponds

**Pond 1:** Treated perimeter for pennywort and alligator weed. Picked up trash from the shoreline.



**Pond 2:** Pond was in good condition. Water level and clarity were good. Treated perimeter for pennywort and alligator weed.



**Pond 3:** Pond was in good condition. Water level and clarity were good. No algae or trash noticed.



**Pond 4:** Pond was in good condition. Water level and clarity were good. Picked up trash. Previous treatment was very effective.





**Pond 5:** Pond was in good condition. Previous treatment was effective.



**Pond 6:** Water level and clarity were good. No trash noticed. Previous perimeter treatment was very effective.



**Pond 7:** Pond was in fair condition. Floating vegetation on surface was dead.





**Pond 8:** Pond was in good condition. Perimeter vegetation was dying from previous treatment. Picked up trash.



**Pond 9:** Pond was in good condition. No algae or trash noticed.



**Pond 10:** Pond was in good condition. Noticed minor new growth in dead vegetation. No algae noticed.



**Pond 11:** Pond was in fair condition. Algae treatment was very effective.



**Pond 12:** Pond was in good condition. Water level was low. I picked up a bag of trash between all the ponds.



Please call Charles Aquatics with any comments or questions.

# **BUSINESS ITEMS**

## **Tab 8**



Prepared Date  
May 13, 2021

# PROPOSAL

Prepared for Madeira HOA

| DESCRIPTION OF WORK  | VISITS      | UNIT TOTAL | RATE PER VISIT             | MONTHLY TOTAL  |
|--|-------------|------------|----------------------------|--|
| <b>Pet Waste Station Service</b> <ul style="list-style-type: none"> <li>Weekly service includes restocking all pick-up bags, liner bags and removal of waste at each station.</li> <li>Doody Daddy will purchase and provide all bags for each pet waste station.</li> <li>Doody Daddy will provide stations for the community listed above with renewal of a 2 year Service Agreement.</li> </ul> | 1 X<br>Week | 7 stations | \$84<br>(\$12 per station) | \$361<br>(Based on the weekly rate X 4.3 weeks per month. This keeps the payment the same regardless of 4 or 5 services each month.) |
| <b>Trash Can Service</b> <ul style="list-style-type: none"> <li>Weekly service includes removal of current trash bags and restocking liner bags.</li> <li>Doody Daddy will purchase and provide all bags for each trash can.</li> </ul>  | N/A         | N/A        | N/A<br>(\$10 per can)      | N/A  |
| <b>Park &amp; Common Area Clean-up</b> <ul style="list-style-type: none"> <li>Doody Daddy will walk a specific pattern removing all dog waste from any park and common areas. Pricing based on size and frequency.</li> </ul>  | N/A         | N/A        | N/A                        | N/A  |
|  |             |            | <b>TOTAL</b>               | <b>\$361</b>   |

## **Tab 9**



FPL Account Number: 8134119497

FPL Work Request Number: 9173424

## LED LIGHTING AGREEMENT

In accordance with the following terms and conditions, Maedira CDD (hereinafter called the Customer), requests on this 16th day of March, 2021, from FLORIDA POWER & LIGHT COMPANY (hereinafter called FPL), a corporation organized and existing under the laws of the State of Florida, the following installation or modification of lighting facilities at (general boundaries) Phase 2A-1, located in Saint Augustine, Florida.

(a) Installation and/or removal of FPL-owned facilities described as follows:

| <u>Poles</u>          |                            |                    |                  |                           |
|-----------------------|----------------------------|--------------------|------------------|---------------------------|
| Pole Type             | Existing Pole Count<br>(A) | # Installed<br>(B) | # Removed<br>(C) | New Pole Count<br>(A+B-C) |
| Wood                  |                            |                    |                  |                           |
| Standard Concrete     |                            |                    |                  |                           |
| Standard Fiberglass   |                            | 14                 |                  | 14                        |
| Decorative Concrete   |                            |                    |                  |                           |
| Decorative Fiberglass |                            |                    |                  |                           |

| <u>Underground Conductor</u> |                         |                       |                     |                        |
|------------------------------|-------------------------|-----------------------|---------------------|------------------------|
| Type                         | Existing Footage<br>(A) | Feet Installed<br>(B) | Feet Removed<br>(C) | New Footage<br>(A+B-C) |
| Under Pavement               |                         | N/A <sup>(1)</sup>    |                     |                        |
| Not Under Pavement           |                         | 537                   |                     | 537                    |

(1) All new conductor installed is in conduit and billed as Not Under Pavement



## Fixtures (2)

[illegible]

- (2) Catalog of available fixtures and the assigned billing tier for each can be viewed at [www.fpl.com/partner/builders/lighting.html](http://www.fpl.com/partner/builders/lighting.html)
- (b) Modification to existing facilities other than described above (explain fully): 20' Black Fiberglass Poles
- 

That, for and in consideration of the covenants set forth herein, the parties hereto covenant and agree as follows:

**FPL AGREES:**

1. To install or modify the lighting facilities described and identified above (hereinafter called the Lighting System), furnish to the Customer the electric energy necessary for the operation of the Lighting System, and furnish such other services as are specified in this Agreement, all in accordance with the terms of FPL's currently effective lighting rate schedule on file at the Florida Public Service Commission (FPSC) or any successive lighting rate schedule approved by the FPSC.

**THE CUSTOMER AGREES:**

2. To pay a contribution in the amount of \$0.00 prior to FPL's initiating the requested installation or modification.
3. To purchase from FPL all of the electric energy used for the operation of the Lighting System.
4. To be responsible for paying, when due, all bills rendered by FPL pursuant to FPL's currently effective lighting rate schedule on file at the FPSC or any successive lighting rate schedule approved by the FPSC, for facilities and service provided in accordance with this agreement.
5. To provide access, final grading and, when requested, good and sufficient easements, suitable construction drawings showing the location of existing and proposed structures, identification of all non-FPL underground facilities within or near pole or trench locations, and appropriate plats necessary for planning the design and completing the construction of FPL facilities associated with the Lighting System.
6. To perform any clearing, compacting, removal of stumps or other obstructions that conflict with construction, and drainage of rights-of-way or easements required by FPL to accommodate the lighting facilities.

**IT IS MUTUALLY AGREED THAT:**

7. Modifications to the facilities provided by FPL under this agreement, other than for maintenance, may only be made through the execution of an additional lighting agreement delineating the modifications to be accomplished. Modification of FPL lighting facilities is defined as the following:
  - a. the addition of lighting facilities;
  - b. the removal of lighting facilities; and
  - c. the removal of lighting facilities and the replacement of such facilities with new facilities and/or additional facilities.

Modifications will be subject to the costs identified in FPL's currently effective lighting rate schedule on file at the FPSC, or any successive schedule approved by the FPSC.


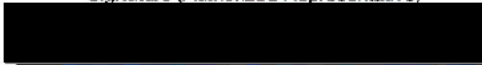

8. Lighting facilities will only be installed in locations that meet all applicable clear zone right-of-way setback requirements.
9. FPL will, at the request of the Customer, relocate the lighting facilities covered by this agreement, if provided sufficient right-of-ways or easements to do so and locations requested are consistent with clear zone right-of-way setback requirements. The Customer shall be responsible for the payment of all costs associated with any such Customer-requested relocation of FPL lighting facilities. Payment shall be made by the Customer in advance of any relocation.
10. FPL may, at any time, substitute for any luminaire installed hereunder another luminaire which shall be of at least equal illuminating capacity and efficiency.
11. This Agreement shall be for a term of ten (10) years from the date of initiation of service, and, except as provided below, shall extend thereafter for further successive periods of five (5) years from the expiration of the initial ten (10) year term or from the expiration of any extension thereof. The date of initiation of service shall be defined as the date the first lights are energized and billing begins, not the date of this Agreement. This Agreement shall be extended automatically beyond the initial the (10) year term or any extension thereof, unless

either party shall have given written notice to the other of its desire to terminate this Agreement. The written notice shall be by certified mail and shall be given not less than ninety (90) days before the expiration of the initial ten (10) year term, or any extension thereof.

12. In the event lighting facilities covered by this agreement are removed, either at the request of the Customer or through termination or breach of this Agreement, the Customer shall be responsible for paying to FPL an amount equal to the fixture, pole, and conductor charges for the period remaining on the currently active term of service plus the cost to remove the facilities.
13. Should the Customer fail to pay any bills due and rendered pursuant to this agreement or otherwise fail to perform the obligations contained in this Agreement, said obligations being material and going to the essence of this Agreement, FPL may cease to supply electric energy or service until the Customer has paid the bills due and rendered or has fully cured such other breach of this Agreement. Any failure of FPL to exercise its rights hereunder shall not be a waiver of its rights. It is understood, however, that such discontinuance of the supplying of electric energy or service shall not constitute a breach of this Agreement by FPL, nor shall it relieve the Customer of the obligation to perform any of the terms and conditions of this Agreement.
14. The obligation to furnish or purchase service shall be excused at any time that either party is prevented from complying with this Agreement by strikes, lockouts, fires, riots, acts of God, the public enemy, or by cause or causes not under the control of the party thus prevented from compliance, and FPL shall not have the obligation to furnish service if it is prevented from complying with this Agreement by reason of any partial, temporary or entire shut-down of service which, in the sole opinion of FPL, is reasonably necessary for the purpose of repairing or making more efficient all or any part of its generating or other electrical equipment.
15. This Agreement supersedes all previous Agreements or representations, either written, oral, or otherwise between the Customer and FPL, with respect to the facilities referenced herein and constitutes the entire Agreement between the parties. This Agreement does not create any rights or provide any remedies to third parties or create any additional duty, obligation or undertakings by FPL to third parties.
16. In the event of the sale of the real property upon which the facilities are installed, upon the written consent of FPL, this Agreement may be assigned by the Customer to the Purchaser. No assignment shall relieve the Customer from its obligations hereunder until such obligations have been assumed by the assignee and agreed to by FPL.
17. This Agreement shall inure to the benefit of, and be binding upon the successors and assigns of the Customer and FPL.
18. The lighting facilities shall remain the property of FPL in perpetuity.
19. This Agreement is subject to FPL's Electric Tariff, including, but not limited to, the General Rules and Regulations for Electric Service and the Rules of the FPSC, as they are now written, or as they may be hereafter revised, amended or supplemented. In the event of any conflict between the terms of this Agreement and the provisions of the FPL Electric Tariff or the FPSC Rules, the provisions of the Electric Tariff and FPSC Rules shall control, as they are now written, or as they may be hereafter revised, amended or supplemented.

IN WITNESS WHEREOF, the parties hereby caused this Agreement to be executed in triplicate by their duly authorized representatives to be effective as of the day and year first written above.

Charges and Terms Accepted:

By: Madeira CDD  
  
Signature (Authorized Representative)  
  
(Print or type name)  
Title: 

FLORIDA POWER & LIGHT COMPANY

By: Scot Thrapp  
(Signature)  
Scot Thrapp  
(Print or type name)  
Title: Sr. Sales Rep

## **Tab 10**

**RESOLUTION 2021-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MADEIRA COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Madeira Community Development District ("**District**") prior to June 15, 2021, a proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("**Fiscal Year 2021/2022**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MADEIRA COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_, 2021

HOUR: \_\_\_\_\_

LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to St. Johns County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF MAY, 2021.**

ATTEST:

**MADEIRA COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Exhibit A  
Will be Attached As  
*Fiscal Year 2021~2022*  
*Proposed Budget*  
*(Under Separate Cover)*

# **Supervisor Requests**



# ADJOURNMENT