



Rizzetta & Company

# **Madeira Community Development District**

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## **Board of Supervisors' Special Meeting March 5, 2024**

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

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

# **MADEIRA COMMUNITY DEVELOPMENT DISTRICT**

Holiday Inn Express & Suites 2300 State Road 16, St. Augustine, Florida 32084

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

<b>Board of Supervisors</b>	William R. Lanius	Chairman
	Thomas Barton	Vice Chairman
	Orville Dothage, III	Assistant Secretary
	Brian Riddle	Assistant Secretary
	Jose Riera	Assistant Secretary
<b>District Manager</b>	Lesley Gallagher	Rizzetta & Company, Inc.
	Ben Pfuhl	Rizzetta & Company, Inc.
<b>District Counsel</b>	Wes Haber	Kutak Rock, LLP
<b>District Engineer</b>	Chris Buttermore	Matthews Design Group

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

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

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 (239) 936-0913. 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)

**Board of Supervisors  
Madeira Community  
Development District**

February 27, 2024

## FINAL AGENDA

Dear Board Members:

The **special** meeting of the Board of Supervisors of Madeira Community Development District will be held on **March 5, 2024, at 10:00 a.m.** at the St. Augustine - St. Johns County Airport Authority 4730 Casa Cola Way St. Augustine, FL 32095.

### BOARD OF SUPERVISORS MEETING:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held October 24, 2023.....Tab 1
  - B. Ratification of the Operations & Maintenance Expenditures for September, October, November, December 2023 & January 2024.....Tab 2
4. **STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager.....Tab 3
    - 1.) Charles Aquatics Service Report, Dated February 5, 2024
  - D. Landscape Manager.....Tab 4
    - 1.) Landscape Manager Report
    - 2.) Consideration of Yellowstone Landscape Enhancement Proposal(s) – *(Under Separate Cover)*
    - 3.) Discussion Regarding Mulch & Pinestraw
5. **BUSINESS ITEMS (PART A)**
  - A. Ratification of Jax Utilities Management Pavement Repair Proposal.....Tab 5
  - B. Ratification of Invoice for Tesoro Park Lighting Repairs.....Tab 6
  - C. Consideration of Smith Electrical Tower Landscape Lighting Proposal.....Tab 7
  - D. Ratification of Fiscal Year 2021-2022 Financial Audit.....Tab 8
  - E. Consideration of Resolution 2024-01; Conducting the General Election.....Tab 9

- F. Consideration of Proposal for Workers Compensation Insurance Policy.....Tab 10
- G. Consideration of Pressure Washing Proposal.....Tab 11
- H. Ratification of FPL Streetlight Agreement for Phase 2A.....Tab 12
- I. Consideration of Resolution 2024-02; Redesignating Assistant Secretary.....Tab 13
- J. Discussion Regarding Exit Gate
- 6. **SUPERVISOR REQUESTS & AUDIENCE COMMENTS**
- 7. **BUSINESS ITEMS (PART B) – Closed Session**
  - A. Discussion Regarding LPR Cameras – *(Under Separate Cover)*
    - 1.) Flock Security Proposal
    - 2.) Insight Proposal
    - 3.) Motorola Proposal
  - B. Consideration of Envera Renewal Proposal – *(Under Separate Cover)*

**8. 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.

*\*Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.071(3) of the Florida Statutes.*

Sincerely,

*Lesley Gallagher*

District Manager

## **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 **October 24, 2023, at 10:00 a.m.** at the St. Augustine - St. Johns County Airport Authority 4730 Casa Cola Way St. Augustine, FL 32095.

Present and constituting a quorum:

William Lanius	<b>Board Supervisor, Chairman</b>
Orville Dothage	<b>Board Supervisor, Assistant Secretary</b>
Brian Riddle	<b>Board Supervisor, Assistant Secretary</b>
Jose Riera	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Shane McKay	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Doug Maier	<b>VP, Arendale Holdings</b>
Wes Haber	<b>District Counsel, Kutak Rock, LLP</b>
Thomas Bartlett	<b>Matthews Design Group</b>
Drew Baltz	<b>Sr. Account Manager, Yellowstone Landscape</b>
Representatives	<b>Yellowstone Landscape</b>
Representatives	<b>BrightView Landscape</b>

Audience members present.

**FIRST ORDER OF BUSINESS****Call to Order**

Ms. Gallagher called the meeting to order at 10:02 a.m. and read roll call.

**SECOND ORDER OF BUSINESS****Audience Comments on Agenda Items**

There were numerous residents from the community and representatives from various landscape companies in attendance.

Comments were heard on the following:

Landscape proposals, insurance, options to modify the budget, pressure washing and

Ponce Island Drive.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Regular Meeting held  
August 23, 2023**

On a motion by Mr. Dothage, seconded by Mr. Riera, with all in favor, the Board approved the minutes of the regular meeting held August 23, 2023, for Madeira Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operations &  
Maintenance Expenditures for  
August 2023**

On a motion by Mr. Lanius, seconded by Mr. Dothage, with all in favor, the Board ratified the Operations & Maintenance Expenditures for August 2023, in the amount of \$38,570.06, for Madeira Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

District Counsel did not have a report but was available for questions.

**B. District Engineer**

**1.) Consideration of Updated General Terms and Conditions to  
Matthews Design Group Agreement for District Engineering  
Services**

Mr. Bartlett from Matthews DCCM briefly discussed the updated terms and conditions.

On a motion by Mr. Lanius, seconded by Mr. Dothage, with all in favor, the Board approved the updated terms and conditions to Matthews Design Group Agreement for District Engineering Services, for Madeira Community Development District.

**C. Developer**

Mr. Maier provided a brief update noting that Phase 2A is currently under construction. Numerous comments and questions from the audience were received regarding Ponce Island Drive, gates, traffic signal, kayak launch and a barrier wall.

Mr. Haber noted that only one public access is required when questions were raised about which entity would be responsible for the second gate.

**D. District Manager****1.) Charles Aquatics Service Report**

Ms. Gallagher noted that the next meeting is February 27, 2023, at 10:00 a.m. at the St. Johns County Airport Authority location and that the Charles Aquatics reports outlined that all ponds were in good condition per October inspection.

Ms. Gallagher updated the Board that ENVERA could adjust the gates to remain open from 4-9 p.m. on Halloween if the Board would like them to. The Board declined this noting they wished to have the gates remain on the same schedule.

Ms. Gallagher reviewed a proposal from All Weather Contractors that was received following a report of a section of sidewalk that needs to be addressed, (Exhibit A). The Board provided direction to move forward with the grinding option at \$690.00.

**E. Landscape Manager****1.) Landscape Report**

Mr. Baltz from Yellowstone Landscape provided a review of his report found under Tab 5 of the agenda.

He noted that in response to community requests, they will be placing more signage notifying the residents when they have treated the grass with chemicals. It was also noted that he will coordinate with the HOA to have E-Blasts sent to the residents when treatments are to occur.

**SIXTH ORDER OF BUSINESS****Consideration of Proposals for  
Landscape and Irrigation Maintenance  
Services**

Ms. Gallagher reviewed that at the last meeting the Board approved the renewal proposal from Yellowstone Landscaping and the District was currently under that agreement. Direction was also provided at that meeting for additional proposals to be received for consideration by the Board today. Proposals were received from BrightView, Prestige, VerdeGo and Yellowstone. It was noted that the Prestige proposal appeared to be over the threshold permitted for a non-public bid process and therefore could not be considered by the Board. The Board heard from representatives with BrightView and Yellowstone. Discussion ensued regarding the proposals and Mr. Barton not being in attendance and Mr. Riera note having an opportunity to thoroughly review the proposals due to his travel schedule. The Board elected to table these proposals indefinitely and remain under the current agreement.



**SEVENTH ORDER OF BUSINESS****Ratification of Fiscal Year 2023/24  
District Insurance Proposal**

On a motion by Mr. Lanius, seconded by Mr. Riera, with all in favor, the Board ratified the Fiscal Year 2023-2024 District Insurance proposal, for Madeira Community Development District.

*The Board moved to Agenda Item 5D.*

**EIGHTH ORDER OF BUSINESS****Consideration of Proposals from  
Doody Daddy**

- 1.) Adding One Additional Dog Waste Station (Total of 8)**
- 2.) Adding Two Additional Trash Can Services**

The Board considered the proposal from Doody Daddy to add one additional dog waste station in phase 1C and two additional trash cans for servicing.

On a motion by Mr. Dothage, seconded by Mr. Riera, with all in favor, the Board accepted the proposal with the new monthly total for 8 dog waste stations and 4 trash cans to be serviced at \$585.00, for Madeira Community Development District.

**NINTH ORDER OF BUSINESS****Consideration of Krystal Klean  
Pressure Washing Proposal**

Ms. Gallagher reviewed that at the last meeting the Board approved the Krystal Klean proposal for pressure washing of the entry area and gate house at the expense of \$1,304.10 contingent on also including the eyebrows on the round-about and section of sidewalk along a common area on Salida Way. She noted that Krystal Klean came back and said that they would have to provide an updated proposal for these additional areas to be included. When obtaining this proposal for review by the Board today, she also asked them to provide pricing for sidewalks. The Board discussed the need for pressure washing and the inclusion of some of the common area sidewalks in the Krystal Klean proposal, (Exhibit B). Discussion ensued regarding the possible additional common areas that need to be completed.

A motion was made to approve section one of the Krystal Klean proposal, which included the entry way and gate house area previously approved and appoint Mr. Riera to work with Krystal Klean to determine if there are any other areas that need to be pressure washed to bring back to the Board at the February meeting.

On a motion by Mr. Riddle, seconded by Mr. Lanius, with all in favor, the Board approved and appointed Mr. Riera to work with Krystal Klean to determine if there are any other areas that need to be pressure washed to bring back to the Board at the February meeting, for Madeira Community Development District.

The Board moved to Audience Comments and Supervisor Requests prior to closing the meeting for Agenda Item 5C.

**TENTH ORDER OF BUSINESS****Supervisor Requests & Audience Comments****SUPERVISORS**

A supervisor commented on the name change to Marshes.

**AUDIENCE COMMENTS**

Audience members comments were heard on the temporary fence at Tesoro Park, the need to secure the benches in the second phase, invasive plants and Tesoro Park lighting.

The Board moved back to Agenda Item 5C and closed the meeting. The Staff and the Board remained.

**ELEVENTH ORDER OF BUSINESS****Consideration of Proposal from Flock Security**

A representative from Flock Security was not in attendance as expected. The Board tabled this proposal and noted that they would like to know what the recommendation of the St. Johns County Sheriff would be as there are multiple companies that provide this service. Supervisor Dothage was authorized to contact the Sheriff's office. The Board also requested information on the other companies that provide these services.

The Board opened the meeting again.

Mr. Haber noted that he would like authorization to request that the City of St. Augustine grant security powers to the District in advance of the next meeting and any further consideration of this item. The Board authorized him to do so.

**TWELFTH ORDER OF BUSINESS****Adjournment**

On a motion by Mr. Dothage, seconded by Mr. Lanius, with all in favor, the Board adjourned the meeting at 11:47 a.m., for Madeira Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# Exhibit A



1702 Lindsey Rd  
Jacksonville, Fl. 32221  
Ph (904) 781-7060 Fax (904) 619-5011

CGC1523954 CMC1250093 CFC1428601  
CCC1329086

## Madeira CDD

Attn;Lesley Gallagher -Management  
10 23 23  
Re:concrete repairs -87 Portada Drive

All Weather Contractors is proposing the following services for the below mentioned prices. Any item not specifically mentioned is subject to a written change order.

- >saw cut and remove 40 sq ft of concrete sidewalk in location per management in fronty of the unit at the address above
- >form and pour new 3000 psi concrete where the concrete is removed
- >new concrete to have a light broom finish
- >clean up job site and haul away debris

**Total price for the scope above \$1,385.00**

**\*grind 8 lin ft of concrete sidewalk trip hazard at same location as above per management**

**Total price for the scope above \$690.00**

**\*if any hidden damages are found outside the scope above we will send pictures before doing anything**

**Proposal Signed by**\_\_\_\_\_ **Printed Name**\_\_\_\_\_  
**Thank you for your consideration**  
**Scott Haines-C 904.402.6561**

# **Exhibit B**



PO Box 51289  
Jacksonville Beach FL 32240  
(877) 875-5326, (904) 220-3331  
Info@krystalklean.com

## Estimate 1030105871

DATE	10/23/2023
PO #	
Provided By	Jason Krynock jkrynock@krystalklean.com

CUSTOMER
Madeira CDD c/o Rizzetta & Co Ms. Lesley Gallagher 38 Maralinda Drive St. Augustine, Florida, 32095 (904) 436-6270 (4637) lgallagher@rizzetta.com

SERVICE LOCATION
Madeira CDD c/o Rizzetta & Co Madeira 38 Maralinda Drive St. Augustine, Florida, 32095 (904) 436-6270 (4637) lgallagher@rizzetta.com

DESCRIPTION	Pressure washing/painting
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### Estimate

#### Estimate

Description	Qty	Rate	Total
<b>Commercial Pressure Washing - Buildings</b> Entry Tower and Sign, Entry monuments and guardrail, Gatehouse and walls.  -Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. -Please review any specific concerns with your Krystal Klean estimator so we arrive prepared to meet your needs. -Technicians work safely to protect customer property and the surrounding environment. -Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.	1.00	\$1,185.00	\$1,185.00
<b>Commercial Pressure Washing - Sidewalks</b> Maralinda: \$1287 (us1 to just past amenity center) Salida Way: \$245  -Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. -Please review any specific concerns with your Krystal Klean estimator so we arrive prepared to meet your needs. -Technicians work safely to protect customer property and the surrounding environment. -Technicians will inspect surfaces to identify potential water intrusion points and give	1.00	\$1,532.00	\$1,532.00

recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**Commercial Pressure Washing - Options**

1.00 \$2,455.00 \$2,455.00

The are billable options that can be added:

Block wall from Guardrail to water. (use of floating dock \$300) \$595 includes floating dock ( if crew will use waiters to walk in water we can remove the \$300 for floating dock usage)

Curbs along Maralinda from US1 to just past Amenity Center: \$1,155

Pavers near Entry Tower and Guardhouse: \$705

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your Krystal Klean estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**Commercial Pressure Washing - Additional Sidewalks and Curbs**

1.00 \$820.00 \$820.00

From area just Past Amenity to Pasarela Dr in common areas.

Sidewalks: \$375

Curbs: \$445

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**Commercial Pressure Washing - 3 Eyebrows at roundabout**

1.00 \$125.00 \$125.00

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**JEA Water Meter - St Johns County Water Meter**

1.00 \$495.00 \$495.00

Rental of St Johns Co water meter for use with city water sources.

St Johns 6.50% \$0.00

Fuel Surcharge % 3.50% \$231.42



CUSTOMER MESSAGE

Thank you for the opportunity to serve you!

We uphold the highest industry standards for glass cleaning tools and methods but must inform and educate its customers about the inherent risk of scratches when cleaning glass. Given the facts below, we cannot be held liable for glass scratches. Minuscule glass particles (or “glass fines”) may exist on the pane surface. This flaw is common for tempered or hurricane-proof glass often installed in Florida. During a normal cleaning process, these glass fines can break off and cause hairline scratches. Removal of paint, adhesives, calcium deposits, or construction debris may require the use of scrubbing pads or scrapers, which increases the risk of scratched glass, and is a separate service from standard window cleaning. When cleaning glass to remove calcium deposits, some brands of tinted or soft glass may be micro-scratched with vinyl buffing pads. Preexisting scratches may be visible or apparent after the glass is cleaned.

Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys’ fees.

Estimate Accepted By:

Accepted Date:

## **Tab 2**

# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

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District Office - St. Augustine, Florida - (904)-436-6270  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
madeiracdd.org

## **Operation and Maintenance Expenditures September 2023 Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2023 through September 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$38,479.47**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
All Weather Contractors, Inc.	100203	166107	Sidewalk Maintenance 08/23	\$ 3,690.00
Bling Premier Lighting	100204	Blingel082923	Lighting Deposit 08/23	\$ 2,308.05
Charles Aquatics, Inc.	100209	48907	Aquatic Maintenance 09/23	\$ 811.00
City of St. Augustine	100206	37545 9/23	Water Services 09/23	\$ 1.82
City of St. Augustine	100205	37572 9/23	Water Services 09/23	\$ 121.39
COMCAST	ACH	8495 74 310	Internet Services 08/23	\$ 116.85
Doody Daddy, LLC	100207	1318970 08/23 2309-M	Pet Waste Station Service 09/23	\$ 447.00
Egis Insurance Advisors, LLC	100210	19598	Gen Liab/Prop/POL/B&M Insurance 10/01/23-10/01/24	\$ 12,632.00
Florida Power & Light Company	ACH	17027-26132	Electric Services 08/23	\$ 36.57
Florida Power & Light Company	ACH	08/23 Autopay Monthly Summary	Electric Services 08/23	\$ 2,474.63
Hidden Eyes, LLC	100208	08/23 Autopay 730899	Additional Residents 09/23	\$ 2,210.00
Kutak Rock, LLP	100202	3268518	Legal Services 07/23	\$ 470.00
Matthews Design Group, Inc.	100211	189608	Engineering Services 08/23	\$ 535.00

## Madeira Community Development District

### Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100201	INV0000083212	District Management Fees 09/23	\$ 4,541.83
The Gate Store, Inc.	100212	23209	Service Calls 09/23	\$ 250.00
Yellowstone Landscape	100213	STAUG578621	Landscape Maintenance 09/23	<u>\$ 7,833.33</u>
<b>Report Total</b>				<b><u>\$ 38,479.47</u></b>

# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

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

## **Operation and Maintenance Expenditures October 2023 Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2023 through October 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$34,835.68**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Charles Aquatics, Inc.	100222	49145	Aquatic Maintenance 10/23	\$ 811.00
City of St. Augustine	100229	1269637	Acct #37545 - 21 Portada Dr. Water Service 10/23	\$ 1.82
City of St. Augustine	100229	1269637-B	Acct #37545 - 21 Portada Dr. Water Services - Past Due Balance 10/23	\$ 3.64
City of St. Augustine	100228	1269639	Acct #37572 - 12 Pescado St. Water Services 10/23	\$ 1.75
City of St. Augustine	100228	1269639-B	Acct #37572 - 12 Pescado St. Water Services - Past Due Balance 10/23	\$ 201.34
COMCAST	ACH	8495 74 310 1318970 09/23	Internet Services 09/23	\$ 116.85
Doody Daddy, LLC	100223	2310-M	Pet Waste Station Service 10/23	\$ 447.00
Florida Power & Light Company	ACH	17027-26132 09/23 ACH	Electric Services 09/23	\$ 35.03
Florida Power & Light Company	ACH	Monthly Summary 09/23 ACH381	Electric Services 09/23	\$ 2,475.89
Hidden Eyes, LLC	100224	731890	Additional Residents 10/23	\$ 2,222.00
Hidden Eyes, LLC	100225	732714	Additional Residents 09/23-10/23	\$ 32.00
Innersync Studio, Ltd	100226	21646	Website & Compliance Annual Services - 10/01/23 to 09/30/24	\$ 1,537.50
Jose G Riera	100230	JR102423	Board of Supervisors Meeting 10/24/23	\$ 200.00

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Kutak Rock, LLP	100220	3292434	Legal Services 08/23	\$ 1,919.66
Rizzetta & Company, Inc.	100216	INV0000084047	Assessment Roll 10/23	\$ 6,024.00
Rizzetta & Company, Inc.	100215	INV0000084144	District Management Fees 10/23	\$ 4,764.00
The Gate Store, Inc.	100221	23211	To replace the exit batteries, testing and adjusting 09/23	\$ 439.07
Yellowstone Landscape	100231	STAUG 598287	Landscape Maintenance 10/23	\$ 7,833.33
Yellowstone Landscape	100218	STAUG590712	Palm Trimming Services 09/23	\$ 2,300.00
Yellowstone Landscape	100217	STAUG592121	Pine Tree Removal 09/23	\$ 1,135.00
Yellowstone Landscape	100219	STAUG592122	Pine Tree Removal 09/23	\$ 785.00
Yellowstone Landscape	100227	STAUG596937	Fall Annual Installation 09/23	\$ 1,549.80
<b>Report Total</b>				<b><u>\$ 34,835.68</u></b>



# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

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District Office - St. Augustine, Florida - (904)-436-6270

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

madeiracdd.org

## **Operation and Maintenance Expenditures**

**November 2023**

**Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2023 through November 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$15,951.67**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2023 Through November 30, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Berger, Toombs, Elam, Gaines & Frank CPA	100238	364587	Auditing Services FY 22/23	\$ 3,975.00
Charles Aquatics, Inc.	100239	49380	Aquatic Maintenance 11/23	\$ 1,011.00
City of St. Augustine	100234	1286357	Acct #37545 - 21 Portada Dr. Water Services 11/23	\$ 1.82
City of St. Augustine	100235	1286359	Acct #37572 - 12 Pescado St. Water Services 11/23	\$ 18.62
COMCAST	ACH	8495 74 310 1318970 10/23	Internet Services 10/23	\$ 116.85
Doody Daddy, LLC	100241	2311-M	Pet Waste Station Service 11/23	\$ 447.00
Doody Daddy, LLC	100240	2311-M B	Pet Waste Station Service - Additional Cans 11/23	\$ 80.00
Florida Department of Commerce	100237	88921	Special District Fee FY 23/24	\$ 175.00
Florida Power & Light Company	ACH	17027-26132 10/23 ACH	Electric Services 10/23	\$ 36.04
Florida Power & Light Company	ACH	Monthly Summary 10/23 ACH	Electric Services 10/23	\$ 2,366.10
Hidden Eyes, LLC	100242	733000	Monthly Services 11/23	\$ 2,238.00
Hidden Eyes, LLC	100243	733758	Monthly Services 10/23-11/23	\$ 24.00

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2023 Through November 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Kutak Rock, LLP	100233	3298040	Legal Services 09/23	\$ 193.24
Matthews Design Group, Inc.	100236	189955	Engineering Services 10/23	\$ 505.00
Rizzetta & Company, Inc.	100232	INV0000084937	District Management Fees 11/23	<u>\$ 4,764.00</u>
<b>Report Total</b>				<u><b>\$ 15,951.67</b></u>

# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

---

District Office - St. Augustine, Florida - (904)-436-6270

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

madeiracdd.org

## **Operation and Maintenance Expenditures**

**December 2023**

**Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2023 through December 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$51,629.90**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
All Weather Contractors, Inc.	100247	170298	Trellis & Sign Repair 10/23	\$ 1,985.00
All Weather Contractors, Inc.	100248	170313	Concrete Repairs 10/23	\$ 690.00
Bling Premier Lighting	100244	6181571	Final Payment - Holiday Lighting Installation 11/23	\$ 2,380.05
Charles Aquatics, Inc.	100259	49600	Aquatic Maintenance 12/23	\$ 1,011.00
City of St. Augustine	100255	1302936	Acct #37545 - 21 Portada Dr. Water Services 12/23	\$ 1.82
City of St. Augustine	100254	1302938	Acct #37572 - 12 Pescado St. Water Services 12/23	\$ 37.47
Comcast	ACH	8495 74 310 1318970 11/23	Internet Services 11/23	\$ 116.85
Doody Daddy, LLC	100260	2312-M	Pet Waste Station Service 12/23	\$ 533.00
Florida Power & Light Company	ACH	17027-26132 11/23 ACH	Electric Services 11/23	\$ 33.06
Florida Power & Light Company	ACH	69300-92066 11/23 ACH	Electric Services 11/23	\$ 28.64
Hidden Eyes, LLC	100261	734069	Monthly Services 12/23	\$ 2,250.00
Krystal Companies, LLC	100256	7059230	Commercial Pressure Washing 11/23	\$ 1,304.10

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Kutak Rock, LLP	100249	3322870	Legal Services 10/23	\$ 2,012.86
Rizzetta & Company, Inc.	100246	INV0000085740	District Management Fees 12/23	\$ 4,764.00
The Gate Store, Inc.	100262	23803	Service Calls 11/23	\$ 250.00
The Ledger / News Chief/ CA Florida Holdings, LLC	100245	0005986092	Legal Advertising 10/23	\$ 92.48
Yellowstone Landscape	100251	STAUG 598287	Landscape Maintenance 10/23	\$ 7,833.33
Yellowstone Landscape	100252	STAUG 610365	Landscape Maintenance 11/23	\$ 7,833.33
Yellowstone Landscape	100253	STAUG 613449	Pine Tree Removal 10/23	\$ 1,375.00
Yellowstone Landscape	100258	STAUG 624740	Irrigation Repairs 11/23	\$ 1,431.25
Yellowstone Landscape	100257	STAUG 626864	Landscape Maintenance 12/23	\$ 7,833.33
Yellowstone Landscape	100250	STAUG578621-B	Landscape Maintenance 09/23	<u>\$ 7,833.33</u>
<b>Report Total</b>				<u><b>\$ 51,629.90</b></u>

# MADEIRA COMMUNITY DEVELOPMENT DISTRICT

---

District Office - St. Augustine, Florida - (904)-436-6270

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

madeiracdd.org

## **Operation and Maintenance Expenditures**

**January 2024**

**Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2024 through January 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$27,167.70**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2024 Through January 31, 2024

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Charles Aquatics, Inc.	100270	49822	Aquatic Maintenance 01/24	\$ 1,011.00
City of St. Augustine	100266	1319616	Acct #37545 - 21 Portada Dr. Water Services 01/24	\$ 1.82
City of St. Augustine	100267	1319618	Acct #37572 - 12 Pescado St. Water Services 01/24	\$ 18.62
COMCAST	ACH	8495 74 310 1318970 12/23	Internet Services 12/23	\$ 116.85
Doody Daddy, LLC	100271	2401-M	Pet Waste Station Service 01/24	\$ 533.00
Florida Power & Light Company	ACH	17027-26132 12/23 ACH	Electric Services 12/23	\$ 34.62
Florida Power & Light Company	ACH	Monthly Summary 11/23 ACH	Electric Services 11/23	\$ 2,398.25
Florida Power & Light Company	ACH	Monthly Summary 12/23 ACH	Electric Services 12/23	\$ 2,524.33
Hidden Eyes, LLC	100272	735090	Monthly Services 01/24	\$ 2,250.00
Hidden Eyes, LLC	100273	735961	Monthly Services 12/23-01/24	\$ 24.00
Kutak Rock, LLP	100268	3338662	Legal Services 11/23	\$ 237.50
Rizzetta & Company, Inc.	100264	INV0000086375	Annual Dissemination Services 01/24	\$ 3,000.00



# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2024 Through January 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100263	INV0000086461	District Management Fees 01/24	\$ 4,764.00
St Johns County Tax Collector	100269	Property Tax Postage 11/23	Property Tax Postage 11/23	\$ 70.20
The Gate Store, Inc.	100265	23868	Service Call - To Replace the Resident Lane Batteries 12/23	\$ 550.38
The Gate Store, Inc.	100274	24079	Preventative Maintenance & Service 01/24	\$ 250.00
Yellowstone Landscape	100275	STAUG 636235	Winter Annual Installation 12/23	\$ 1,549.80
Yellowstone Landscape	100276	STAUG 638072	Landscape Maintenance 01/24	\$ <u>7,833.33</u>
<b>Report Total</b>				<b>\$ <u>27,167.70</u></b>

## **Tab 3**



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6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Fax: 904-807-9158

Phone: 904-997-0044

---

## Service Report

**Date:** February 5, 2024

**Aquatic Technician:** Richard Powers  
Justin Powers

**Client:** Madeira

**Waterways:** Thirteen ponds

**Pond 1:** Pond was in good shape upon inspection. Water level and clarity were both normal, and there were no issues with invasive weeds or algae. Large amount of pollen in pond.



**Pond 2:** Pond was in great shape upon inspection. Water level and clarity were both normal. There were no active algal blooms or invasive weed overgrowths in pond. High amount of pollen in pond during visit.



**Pond 3:** Pond was in great shape upon inspection. Both water level and clarity were normal, and there were no issues with algae or invasive weed overgrowths. There is a large amount of pollen in pond.



**Pond 4:** Pond was in good shape during visit. Water level and clarity were both normal, and there were no issues with algal blooms or invasive weed overgrowths in pond. Removed all visible trash that was noticed upon inspection.



**Pond 5:** Pond was in good shape during visit. Level and clarity were both normal, and there were no active algal blooms in pond. Removed all trash that was noticed in pond during inspection.



**Pond 6:** Pond was in great shape upon inspection. Water level and clarity were both ideal, and there were no active algal blooms or invasive weed issues in the pond.





**Pond 7:** Pond was in great shape upon inspection. Water level and clarity were both great, and there were no active algal blooms or invasive weed issues in the pond. Outflow structure is in great condition and unobstructed.



**Pond 8:** Pond was in great shape upon inspection. Water level was slightly high, and clarity was great. Level should normalize fairly quick. No dead fish were noticed in or around pond during inspection. No algal blooms or invasive weed problems in the pond.



**Pond 9:** Pond was in fair shape upon inspection. Water level and clarity were both normal. Treated pond for active algal bloom at time of service.



**Pond 10:** Pond was in good shape at time of service. Water level and clarity were both good, and there were no active algal blooms or invasive weed issues in pond. Outflow structure was in great condition and unobstructed.



**Pond 11:** Pond was in great shape upon inspection. Water level and clarity were both great, and there were no issues with algae blooms or invasive weed overgrowths.



**Pond 12:** Pond was in good shape upon inspection. Water level and clarity were both good, and there were no invasive weed issues in pond. Outflow structure was



in great shape and operating as intended. Treated for active algal bloom at time of service.



**Pond 13:** Pond was in good shape upon inspection. Water level and clarity were both great, and there were no active algal blooms in pond. No new invasive weed issues since prior treatment. Removed an excessive amount of trash from in and around pond at time of service.



❖ There is a large amount of seasonal pollen in all ponds at this time, not to be mistaken for algae. This can, however, feed new algal blooms.

Please call Charles Aquatics with any questions or concerns, Thanks!

## Tab 4





## **Landscape Report – Madeira CDD February 2024**

### **General Maintenance**

- We are beginning the transition to weekly mowing visits, we have been performing mowing on a bi-weekly basis, or as needed based on turf growth over the winter months.
- We are continuing to monitor the turf for fungus/disease activity as we experience cooler nighttime temperatures with daytime temperatures rising.
- We are nearing completion of winter cutbacks any cold damaged plant material and native grasses.

### **Fert/Chem**

- Our Fert/Chem Supt has made applications of selective herbicide for broad leaf and grassy weeds with the pre-emergent herbicide on the St. Augustine turf and will continue monitoring the turf for disease activity. We will be making a separate selective herbicide application for broad leaf weeds on the Bahia turf areas throughout the CDD.
- We will be making a shrub and palm fertilizer application during March.

### **Special Projects**

- Our Irrigation Supt is continuing monthly inspections, the January inspection report and repair proposal is pending.
- We have the Spring Annual flower rotation scheduled for mid-March; proposal is pending.
- We have utilized time in January/February when mowing wasn't needed to address invasive and native plant growth encroaching from common natural areas. We will continue to monitor going forward.
- Landscape renderings and proposals for renovations of planting beds along Maralinda Drive are attached for your review and comment. We are planning to replace the Sunshine Ligustrum that is not performing well with a hardier flowering shrub in the median island planting bed along Maralinda Drive this Spring at no cost to the CDD.
- Additionally, the turf area belonging to the HOA on the south side of Maralinda Drive is currently under renovation. We are in the process of removing the invasive torpedo grass and

**will be installing drainage and regrading the area to alleviate the standing water that occurs in times of heavy rainfall, ETA on completion is early April.**

Thanks,

**Drew Baltz / Senior 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**



Jax Utilities Management, Inc.  
5465 Verna Boulevard  
Jacksonville, FL 32205  
904-779-5353

# Invoice

Date	Invoice #
2/8/2024	233051R

Bill To
Madeira Community Development District Attn: Doug Maier 1548 The Greens Way #6 Jacksonville, FL 32250

Ship To

P.O. Number	Terms	Project
	Due on receipt	24-2001 Mad 2A2 Paving Rprs

Quantity	Description	Price Each	Amount
	Madeira Pavement Repairs - Additional Work		
60	Pavement Repairs in Madeira in Accordance with Contract Dated January 29, 2024 60 Sq Yds @ \$74.00	74.00	4,440.00
4	Additional Location per Doug Maier 4 Sq Yds @ \$74.00	74.00	296.00
Rick Johns 904-779-5353 Ext. 211		<b>Total</b>	<b>\$4,736.00</b>

## **Tab 6**

**Waterout of Northeast Florida**  
6933 Lillian Road Unit #7  
Jacksonville, FL 32211 US  
904-838-9786  
waterout@comcast.net  
www.wateroutjax.com



**BILL TO**

Ponce Associates, LLC  
1548 The Greens Way, Suite. #6  
Jacksonville Beach, FL 32250

**SHIP TO**

Maderia CDD -Tesoro  
Park

**INVOICE 06-0524-925**

**DATE** 11/26/2023 **TERMS** Due on receipt

**DUE DATE** 11/26/2023

DESCRIPTION	QTY	RATE	AMOUNT
<b>Waterout Service Item</b> 11/15 /2023 Investigate and Replace damaged landscape wiring. 2 men 6 Hours at \$60 per hour \$720.00  100 Ft. 12 Gauge 2 Wire \$150.00	1	870.00	870.00
<b>Waterout Service Item</b> 11/24/2023 Installation of new Paver stones to protect existing landscape lights 2 Men 6 Hours at \$720.00 per hour \$720.00  Paver stone Pick up at the Paver Yard \$175.00	1	895.00	895.00
<b>Waterout Service Item</b> 5 New Landscape lights damaged by Grass Maintenance	5	225.00	1,125.00

**TOTAL DUE**

**\$2,890.00**

## **Tab 7**

Smith Electrical Inc.  
PO Box 9023  
St Augustine, FL 32085

# Estimate

Estimate #	Date
TowerLandsc	1/26/2024

Name / Address
Madeira CDD c/o: RIZZETTA & COMPANY, INC. 2806 N. 5th Street, Suite 403 St. Augustine, FL 32084 1-904-436-6270

Item	Description	Qty	Rate	Total
Quote	Tower Landscape Ground Lights Remove (9) existing landscape light fixtures, supply and install (9) LED landscape light fixtures.	1	2,088.79	2,088.79
All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any variation or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance.			<b>Total</b>	\$2,088.79

Signature \_\_\_\_\_

Phone #	Fax #	E-mail	Web Site
9048290899	904-829-0259	smithelectric08@gmail.com	staugustineelectric.com



## **Tab 8**

**Madeira Community  
Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2022**

**Madeira Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2022**

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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 Audit of the Financial Statements

#### *Opinion*

We have audited the financial statements of the governmental activities and each major fund of Madeira Community Development District (the "District"), as of and for the year ended September 30, 2022, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Madeira Community Development District as of September 30, 2022, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management 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; and for 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.



To the Board of Supervisors  
Madeira Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

### ***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



To the Board of Supervisors  
Madeira Community Development District

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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 about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge 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 October 31, 2023 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*

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

October 31, 2023

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

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, 2022**

**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 capital assets 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, 2022.

- ◆ The District's total liabilities exceeded total assets by \$(5,861,732) (net position). Net investment in capital assets for the District was \$312,068. Unrestricted net position was \$(6,173,800).
- ◆ Governmental activities revenues totaled \$2,310,940 while governmental activities expenses totaled \$1,232,882.



**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**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>2022</b>	<b>2021</b>
Current assets	\$ 598,062	\$ 748,855
Restricted assets	73,442	100,980
Capital assets	11,420,444	11,440,543
Total Assets	<u>12,091,948</u>	<u>12,290,378</u>
Current liabilities	6,078,680	6,615,168
Non-current liabilities	11,875,000	12,615,000
Total Liabilities	<u>17,953,680</u>	<u>19,230,168</u>
Net Position		
Net investment in capital assets	312,068	(290,387)
Restricted	-	53,921
Unrestricted	(6,173,800)	(6,703,324)
Total Net Position	<u>\$ (5,861,732)</u>	<u>\$ (6,939,790)</u>

The decrease in current assets is mainly related to the decrease in cash in the current year.

The decrease in restricted assets is related to the monies on hand in cash and the reduction in special assessments and prepayments in the current year.

The decrease in non-current liabilities is related to the principal payments 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, 2022**

**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><u>2022</u></b>	<b><u>2021</u></b>
Program Revenues		
Charges for services	\$ 2,092,987	\$ 1,459,352
Operating contributions	216,101	-
General Revenues		
Investment earnings	1,852	120
Total Revenues	<u>2,310,940</u>	<u>1,459,472</u>
Expenses		
General government	93,495	87,937
Physical environment	427,410	446,868
Interest and other charges	711,977	756,299
Total Expenses	<u>1,232,882</u>	<u>1,291,104</u>
Change in Net Position	1,078,058	168,368
Net Position - Beginning of Year	<u>(6,939,790)</u>	<u>(7,108,158)</u>
Net Position - End of Year	<u>\$ (5,861,732)</u>	<u>\$ (6,939,790)</u>

The increase in charges for services is mainly related to the increase in special assessments and a developer contribution in the current year.

The decrease in physical environment is primarily related to decreased landscape maintenance and decorative street light costs.

The decrease in interest and other charges is related to the reduction in outstanding debt in the current year.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**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, 2022 and 2021:

Description	Governmental Activities	
	2022	2021
Capital Assets, not being depreciated		
Land and improvements	\$ 6,090,000	\$ 6,090,000
Capital Assets, being depreciated		
Infrastructure	8,056,871	7,811,220
Equipment	19,674	19,674
Total Capital Assets being depreciated	8,076,545	7,830,894
Accumulated depreciation	(2,746,101)	(2,480,351)
Net Capital Assets being depreciated	5,330,444	5,350,543
Total Capital Assets (Net)	\$ 11,420,444	\$ 11,440,543

The activity for the year consisted of \$265,750 in depreciation and \$245,651 in additions to infrastructure.

**General Fund Budgetary Highlights**

The final budget exceeded actual expenditures in the current year because miscellaneous contingency, landscape and irrigation maintenance expenditures were less than anticipated.

The September 30, 2022 budget was amended because contingency expenditures were higher than originally anticipated.

**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 \$225,000 as of September 30, 2022. The unmatured balance outstanding at September 30, 2022 was \$12,385,000.

**Madeira Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**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, 2023.

**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 Accounting Department at 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614.

**Mareira Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2022**

	<u><b>Governmental Activities</b></u>
<b>ASSETS</b>	
Current Assets	
Cash	\$ 584,314
Assessments receivable	448
Due from others	2,303
Prepaid expenses	10,172
Deposits	825
Total Current Assets	<u>598,062</u>
Non-Current Assets	
Restricted Assets	
Investments	73,442
Capital Assets, Not Being Depreciated	
Land and improvements	6,090,000
Capital Assets, Being Depreciated	
Infrastructure	8,056,871
Equipment	19,674
Less: accumulated depreciation	<u>(2,746,101)</u>
Total Non-Current Assets	<u>11,493,886</u>
Total Assets	<u><u>12,091,948</u></u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	11,119
Due to developer	7,117
Matured bonds payable	225,000
Matured interest payable	5,018,766
Unearned revenues	20,513
Bonds payable	510,000
Accrued interest	286,165
Total Current Liabilities	<u>6,078,680</u>
Non-Current Liabilities	
Bonds payable	<u>11,875,000</u>
Total Liabilities	<u><u>17,953,680</u></u>
<b>NET POSITION</b>	
Net investment in capital assets	312,068
Unrestricted	<u>(6,173,800)</u>
Total Net Position	<u><u>\$ (5,861,732)</u></u>

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2022**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues</b>		<b>Net (Expenses)</b>
		<b>Charges for</b>	<b>Operating</b>	<b>Revenues and</b>
		<b>Services</b>	<b>Contributions</b>	<b>Change in</b>
				<b>Net Position</b>
				<b>Governmental</b>
				<b>Activities</b>
Governmental Activities				
General government	\$ (93,495)	\$ 141,225	\$ -	\$ 47,730
Physical environment	(427,410)	244,190	216,101	32,881
Interest and other charges	(711,977)	1,707,572	-	995,595
Total Governmental Activities	<u>\$ (1,232,882)</u>	<u>\$ 2,092,987</u>	<u>\$ 216,101</u>	<u>1,076,206</u>
<b>General Revenues</b>				
Investment income				<u>1,852</u>
Change in Net Position				1,078,058
Net Position - Beginning of Year				<u>(6,939,790)</u>
Net Position - End of Year				<u>\$ (5,861,732)</u>

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2022**

	General	Debt Service	Capital Projects	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 584,314	\$ -	\$ -	\$ 584,314
Assessments receivable	448	-	-	448
Due from other funds	-	33,963	-	33,963
Due from other	2,303	-	-	2,303
Prepaid expenses	10,172	-	-	10,172
Deposits	825	-	-	825
Restricted assets				
Investments, at fair value	-	19,431	54,011	73,442
Total Assets	<u>\$ 598,062</u>	<u>\$ 53,394</u>	<u>\$ 54,011</u>	<u>\$ 705,467</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>LIABILITIES</b>				
Accounts payable and accrued expenses	\$ 11,119	\$ -	\$ -	\$ 11,119
Due to other funds	33,963	-	-	33,963
Due to developer	7,117	-	-	7,117
Matured bonds payable	-	225,000	-	225,000
Matured interest payable	-	5,018,766	-	5,018,766
Unearned revenue	-	20,513	-	20,513
Total Liabilities	<u>52,199</u>	<u>5,264,279</u>	<u>-</u>	<u>5,316,478</u>
<b>FUND BALANCES</b>				
Nonspendable:				
Prepaid expenses	10,172	-	-	10,172
Deposits	825	-	-	825
Restricted:				
Capital projects	-	-	54,011	54,011
Unassigned	534,866	(5,210,885)	-	(4,676,019)
Total Fund Balances	<u>545,863</u>	<u>(5,210,885)</u>	<u>54,011</u>	<u>(4,611,011)</u>
Total Liabilities and Fund Balances	<u>\$ 598,062</u>	<u>\$ 53,394</u>	<u>\$ 54,011</u>	<u>\$ 705,467</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, 2022**

Total Governmental Fund Balances	\$ (4,611,011)
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, land and improvements, \$6,090,000, infrastructure, \$8,056,871, and equipment, \$19,674, net of accumulated depreciation, \$(2,746,101), used in governmental activities are not current financial resources, and therefore, are not reported at the fund level.	11,420,444
Long-term liabilities, bonds payable, are not due and payable in the current period, and therefore, are not reported at the fund level.	(12,385,000)
Accrued interest expense for long-term debt is not a current financial use, and therefore, is not reported at the fund level.	<u>(286,165)</u>
Net Position of Governmental Activities	<u><u>\$ (5,861,732)</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, 2022**

	General	Debt Service	Capital Projects	Total Governmental Funds
REVENUES				
Special assessments	\$ 385,415	\$ 1,707,572	\$ -	\$ 2,092,987
Developer contributions	216,101	-	-	216,101
Investment income	48	1,714	90	1,852
Total Revenues	<u>601,564</u>	<u>1,709,286</u>	<u>90</u>	<u>2,310,940</u>
EXPENDITURES				
Current				
General government	93,495	-	-	93,495
Physical environment	161,660	-	-	161,660
Capital outlay	245,651	-	-	245,651
Debt service				
Principal	-	715,000	-	715,000
Interest	-	729,963	-	729,963
Total Expenditures	<u>500,806</u>	<u>1,444,963</u>	<u>-</u>	<u>1,945,769</u>
Net Change in Fund Balance	100,758	264,323	90	365,171
Fund Balances - Beginning of Year	<u>445,105</u>	<u>(5,475,208)</u>	<u>53,921</u>	<u>(4,976,182)</u>
Fund Balances - End of Year	<u>\$ 545,863</u>	<u>\$ (5,210,885)</u>	<u>\$ 54,011</u>	<u>\$ (4,611,011)</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, 2022**

Net Change in Fund Balances - Total Governmental Funds	\$ 365,171
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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 that depreciation, \$(265,750) exceeded capital outlay, \$245,651, in the current period.	(20,099)
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Repayment of bond principal are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.	715,000
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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;">17,986</div>
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Change in Net Position of Governmental Activities	<div style="border-top: 1px solid black; border-bottom: 3px double black; display: inline-block;">\$ 1,078,058</div>
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*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, 2022**

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance with Final Budget Positive (Negative)</b>
Revenues				
Special assessments	\$ 366,553	\$ 366,553	\$ 385,415	\$ 18,862
Developer contributions	-	216,101	216,101	-
Investment income	-	-	48	48
Total Revenues	<u>366,553</u>	<u>582,654</u>	<u>601,564</u>	<u>18,910</u>
Expenditures				
Current				
General government	103,878	103,878	93,495	10,383
Physical environment	262,675	478,776	161,660	317,116
Capital outlay	-	-	245,651	(245,651)
Total Expenditures	<u>366,553</u>	<u>582,654</u>	<u>500,806</u>	<u>81,848</u>
Net Change in Fund Balances	-	-	100,758	100,758
Fund Balances - Beginning of Year	<u>-</u>	<u>-</u>	<u>445,105</u>	<u>445,105</u>
Fund Balances - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 545,863</u>	<u>\$ 545,863</u>

*See accompanying notes to financial statements.*

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**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, 2022**

**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, 2022**

**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, 2022**

**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, 2022**

**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, 2022**

**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, 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, 2022**

**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, 2022, the District's bank balance was \$589,540 and the carrying value was \$584,314. 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, 2022, 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>\$ 73,442</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, 2022**

**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, 2022, the District's investments in U S Bank Managed Money Market were not rated.

Concentration of Credit Risk

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

The types of deposits and investments and their level of risk exposure as of September 30, 2022 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 2021-2022 fiscal year were levied in October 2021. 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, 2022**

**NOTE D – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2022 was as follows:

	Balance October 1, 2021	Additions	Deletions	Balance September 30, 2022
<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	245,651	-	8,056,871
Equipment	19,674	-	-	19,674
Total Capital Assets, Being Depreciated	<u>7,830,894</u>	<u>245,651</u>	<u>-</u>	<u>8,076,545</u>
Less accumulated depreciation for:				
Infrastructure	(2,473,560)	(262,940)	-	(2,736,500)
Equipment	(6,791)	(2,810)	-	(9,601)
Total Accumulated Depreciation	<u>(2,480,351)</u>	<u>(265,750)</u>	<u>-</u>	<u>(2,746,101)</u>
Total Capital Assets Depreciated, Net	5,350,543	(20,099)	-	5,330,444
Governmental Activities Capital Assets	<u>\$ 11,440,543</u>	<u>\$ (20,099)</u>	<u>\$ -</u>	<u>\$ 11,420,444</u>

Current year depreciation of \$265,750 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, 2022:

Long-term debt at October 1, 2021	\$ 13,100,000
Principal payments	<u>(715,000)</u>
Long-term debt at September 30, 2022	<u>\$ 12,385,000</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 \$510,000.

\$ 12,385,000

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**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, \$225,000 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, 2022 are as follows:

Year Ending September 30,	Principal	Interest	Total
2023	\$ 510,000	\$ 681,250	\$ 1,191,250
2024	540,000	647,188	1,187,188
2025	570,000	617,758	1,187,758
2026	600,000	586,693	1,186,693
2027	635,000	553,993	1,188,993
2028-2032	3,755,000	2,209,975	5,964,975
2033-2037	4,700,000	1,065,748	5,765,748
2038-2039	1,075,000	58,588	1,133,588
Totals	<u>\$ 12,385,000</u>	<u>\$ 6,421,193</u>	<u>\$ 18,806,193</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.

As of September 30, 2022, the amount receivable from the Developer for delinquent assessments totaled \$2,164,178, of which \$2,031,380 related to the Debt Service Fund for each fiscal year since 2010 and \$132,798 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 \$2,164,178 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 2012-2022. However, debt assessments on such lots remain outstanding and are subject to collection.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**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, 2022 is \$24,037,060 which includes \$5,243,766 of matured principal 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 \$1,759,991.

The following is a schedule of required reserve deposits as of September 30, 2022:

**Special Assessment Revenue Bonds**

	<u>Reserve Balance</u>	<u>Reserve Requirement</u>
Series 2007A	\$ -	\$ 886,724
Series 2007B	\$ -	\$ 15,749

**NOTE F – INTERFUND BALANCES**

Interfund balances for the year ended September 30, 2022, consisted of the following:

<u>Receivable Fund</u>	<u>Payable Fund</u>
	<u>General Fund</u>
Debt Service Fund	\$ 33,963

The balances are the result of a prepayment of monies collected in the General Fund that are Due to the Debt Service Fund.

**Madeira Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

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

At September 30, 2022, 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. Three members of the Board of Supervisors are employed by the Developer or its affiliates at September 30, 2022.

**NOTE H – 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's filed claims during the last three years did not exceed commercial coverage.



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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FAX: 772/468-9278

## **INDEPENDENT AUDITORS' 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, as listed in the table of contents, of Madeira Community Development District, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated October 31, 2023.

### **Report on 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 or significant deficiencies may exist that have not been identified.





To the Board of Supervisors  
Madeira Community Development District

### **Report on 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 October 31, 2023. (See pages 31-35)

### **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

October 31, 2023



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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## 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, 2022, and have issued our report thereon dated October 31, 2023.

### 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 October 31, 2023, 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 made a principal payment 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 still zero at September 30, 2022.



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, 2022.

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.

### **Specific Information**

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c) and Section 218.32 (1) (c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Madeira Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 0
- 2) The total number of independent contractors to whom nonemployee compensation, defined as individuals or entities that receive 1099s, was paid in the last month of the District's fiscal year: 8
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$0
- 4) All compensation earned by or awarded to nonemployee independent contractors, defined as entities or individuals that receive 1099s, whether paid or accrued, regardless of contingency: \$50,261
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2021, together with the total expenditures for such project: The District had no construction projects during the year.
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was amended, see below.



To the Board of Supervisors  
Madeira Community Development District

As required by Section 218.39(3)(c) and Section 218.32 (1) (c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Madeira Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: General Fund \$319.79 - \$543.64 and Debt Service \$1,465.32 - \$2,491.05.
- 2) The amount of special assessments collected by or on behalf of the District: \$2,092,987.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: \$12,385,000 Series 2007A bonds outstanding, and \$225,000 series S2007B bonds outstanding, maturing in May 2039.

	Original Budget	Actual	Variance with Original Budget Positive (Negative)
Revenues			
Special assessments	\$ 366,553	\$ 385,415	\$ 18,862
Investment income	-	48	48
Developer contributions	-	216,101	216,101
Total Revenues	<u>366,553</u>	<u>601,564</u>	<u>235,011</u>
Expenditures			
Current			
General government	103,878	93,495	10,383
Physical environment	262,675	161,660	101,015
Capital outlay	-	245,651	(245,651)
Total Expenditures	<u>366,553</u>	<u>500,806</u>	<u>(134,253)</u>
Net changes in fund balance	<u>-</u>	<u>100,758</u>	<u>100,758</u>
Fund Balances - Beginning of year	<u>-</u>	<u>445,105</u>	<u>445,105</u>
Fund Balances - End of year	<u>\$ -</u>	<u>\$ 545,863</u>	<u>\$ 545,863</u>



To the Board of Supervisors  
Madeira Community Development District

### **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*

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

October 31, 2023



**Berger, Toombs, Elam,  
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**INDEPENDENT ACCOUNTANTS' 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, 2022. 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, 2022.

*Berger Toombs Elam  
Gaines & Frank*

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

October 31, 2023

## **Tab 9**



## RESOLUTION 2024-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MADEIRA COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE ST. JOHNS COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, Madeira Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within St. Johns County, Florida; and

**WHEREAS**, the Board of Supervisors of the District (“**Board**”) seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the St. Johns County Supervisor of Elections (“**Supervisor**”) to conduct the District’s elections by the qualified electors of the District at the general election (“**General Election**”).

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

1. **GENERAL ELECTION SEATS.** Seat 3, currently held by William Lanius, Seat 4, currently held by Thomas Barton, and Seat 5, currently held by Orville Dothage III, are scheduled for the General Election beginning in November 2024. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2024, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **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.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 27<sup>th</sup> day of February 2024.

**MADEIRA COMMUNITY  
DEVELOPMENT DISTRICT**

---

CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

---

SECRETARY / ASSISTANT SECRETARY

**EXHIBIT A**

**NOTICE OF QUALIFYING PERIOD FOR CANDIDATES  
FOR THE BOARD OF SUPERVISORS OF  
MADEIRA COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of Madeira Community Development District (“District”) will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at 4455 Ave A, St. Augustine, FL 32095; Ph: (904) 823-2238. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

Madeira Community Development District has three (3) seats up for election, specifically seats 3, 4, and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 5, 2024, and in the manner prescribed by law for general elections.

For additional information, please contact the St. Johns County Supervisor of Elections.

Publish on or before \_\_\_\_\_, 2024.

## **Tab 10**



## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

### Workers Compensation

## Madeira Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

Quotation being provided for:

**Madeira Community Development District**  
**15 Maralinda Dr.**  
**St. Augustine, FL 32095**

**Term: March 1, 2024 to October 1, 2024**  
**Coverage Provided by:** Florida Insurance Alliance  
**Quote Number:** WC100123658

#### TYPE OF INSURANCE

<b>Part A</b>	<b>Workers Compensation</b> <ul style="list-style-type: none"><li>• <b>Benefits: FL Statutory (Medical, Disability, Death)</b></li></ul>
<b>Part B</b>	<b><u>Employers Liability:</u></b> <ul style="list-style-type: none"><li>• <b>\$1,000,000- Each Accident</b></li><li>• <b>\$1,000,000- Disease- Policy Limit</b></li><li>• <b>\$1,000,000- Disease- Each Employee</b></li></ul>

<b>Class Code</b>	<b>Description</b>	<b>Payroll</b>	<b>Rate</b>	<b>Premium</b>
9015	Building or Property Management	\$6,240	2.74	\$170.98
Total Manual Premium				\$170.98
Increased ELL 1M/1M/1M				\$120.00
				\$290.98
Workplace Safety Credit – 2%				\$0.00
Drug Free Workplace Credit – 5%				\$0.00
Experience Modification				1.000000
Standard Premium				\$290.98
Expense Constant				\$160.00
Terrorism				\$0.62
<b>Policy Total</b>				<b>\$498.00</b>

#### **Additional terms and conditions, including but not limited to:**

1. Please review the quote carefully, as coverage terms and conditions may not encompass all requested coverages.
2. The Coverage Agreement premium shall be pro-rated as of the first day of coverage from the minimum policy premium.
3. Down payment is due at inception.
4. The Trust requires that the Member maintains valid and current certificates of workers' compensation insurance on all work performed by persons other than its employees.
5. If NCCI re-promulgates a mod, we will honor the mod as promulgated. If the mod changes during the fund year, we reserve the right to apply a correct mod back to the inception date of the Coverage Agreement.
6. Safety and Drug Free program credits (if applicable) are subject to program requirements.
7. Payrolls are subject to final audit.
8. Deletion of any coverage presented, Package and/or Workers' Compensation, will result in re-pricing of account.

PRODUCER	PHONE (A/C, No, Ext): (888) 232-3971 FAX (A/C, No):	COMPANY FIA WC	UNDERWRITER
Egis Insurance & Risk Advisors 250 International Parkway Suite 260 Lake Mary FL 32746	APPLICANT NAME - INCLUDE ALL SUBSIDIARIES & DBA'S TO BE INCLUDED IN COVERAGE, ALONG WITH THEIR FEIN Madeira Community Development District		
MAILING ADDRESS (INCLUDING ZIP CODE) - INCLUDE PRINCIPAL PHYSICAL LOCATION AND ALL INSURED ENTITIES c/o Rizzetta & Company Tampa FL 33614		CHECK HERE IF LIST OF ADDITIONAL LOCATIONS ATTACHED 3434 Colwell Ave, Suite 200 FL 33614	
LICENSE #:	YRS IN BUS	SIC CODE	INDIVIDUAL CORPORATION OTHER:
CODE:	SUB CODE:	PARTNERSHIP	SUBCHAPTER "S" CORP
AGENCY CUSTOMER ID 00000497	FEDERAL EMPLOYER ID NUMBER 421713409	NCCI ID NUMBER	OTHER RATING BUREAU ID NUMBER

## STATUS OF SUBMISSION

## BILLING / AUDIT INFORMATION

<input checked="" type="checkbox"/> QUOTE	<input type="checkbox"/> ISSUE POLICY	BILLING PLAN	PAYMENT PLAN	AUDIT
		<input checked="" type="checkbox"/> AGENCY BILL	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> AT EXPIRATION
		<input type="checkbox"/> DIRECT BILL	<input type="checkbox"/> SEMI-ANNUAL	<input type="checkbox"/> MONTHLY
			<input type="checkbox"/> QUARTERLY	<input type="checkbox"/> OTHER:
			% DOWN:	<input type="checkbox"/> QUARTERLY

## LOCATIONS - LIST ALL PHYSICAL LOCATIONS, INCLUDING OTHER STATES, WHETHER COVERAGE IS REQUESTED OR NOT. IF APPLICANT IS A PROFESSIONAL EMPLOYER ORGANIZATION (PEO) / EMPLOYEE LEASING COMPANY, LIST ALL CLIENT COMPANIES AND THEIR LOCATIONS

#	STREET, CITY, COUNTY, STATE, ZIP CODE
1	15 MARALINDA DRIVE ST. AUGUSTINE ST. JOHNS FL 32095

## POLICY INFORMATION

PROPOSED EFF DATE 03/01/2024	PROPOSED EXP DATE 10/01/2024	NORMAL ANNIVERSARY RATING DATE	PARTICIPATING NON-PARTICIPATING	RETRO PLAN
PART 1 - WORKERS COMPENSATION (States) FL	PART 2 - EMPLOYER'S LIABILITY \$ 1,000,000 EACH ACCIDENT \$ 1,000,000 DISEASE - POLICY LIMIT \$ 1,000,000 DISEASE - EACH EMPLOYEE	PART 3 - OTHER STATES INS	DEDUCTIBLE COINSURANCE LIMIT	OTHER COVERAGES <input type="checkbox"/> U.S.L. & H. <input type="checkbox"/> VOLUNTARY COMPENSATION <input checked="" type="checkbox"/> Terrorism Per Capita
DIVIDEND PLAN / SAFETY GROUP	ADDITIONAL COMPANY INFORMATION			

## RATING INFORMATION

## CHECK HERE IF LIST OF ADDITIONAL CLASS CODES ATTACHED

LOC	CLASS CODE	COM- PANY USE	CATEGORIES, DUTIES, CLASSIFICATIONS	# OF EM- PLOYEES	ACTUAL REMUNERATION PAST 12 MONTHS	ESTIMATED REMUNERATION FOR NEXT POLICY PERIOD	RATE	ESTIMATED ANNUAL PREMIUM
1	9015		Building or Property Management	0		6,240	2.74000	\$170.98

## SPECIFY ADDITIONAL COVERAGES / ENDORSEMENTS

	FACTOR	FACTORED PREMIUM
TOTAL		\$ 170.98
Terrorism Per Capita	0.00000	\$ 0.62
		\$
EXPERIENCE MODIFICATION	1.00000	\$ 46.40
MODIFIED PREMIUM		\$
PREMIUM DISCOUNT		\$
EXPENSE CONSTANT	N/A	\$ 160.00
TOTAL ESTIMATED ANNUAL PREMIUM		\$ 498.00
MINIMUM PREMIUM	DEPOSIT PREMIUM	\$
\$		

**INDIVIDUALS INCLUDED / EXCLUDED**

PARTNERS, OFFICERS, OWNERS TO BE INCLUDED OR EXCLUDED. (REMUNERATION TO BE INCLUDED MUST BE PART OF RATING INFORMATION SECTION.) ATTACH LIST OF ADDITIONS/EXEMPTIONS, IF ANY. PROVIDE COPIES OF EVIDENCE OF EXCLUSIONS/INCLUSIONS. DISCLOSURES OF THE SOCIAL SECURITY NUMBERS IS VOLUNTARY. AS AN ALTERNATIVE, ATTACH A COPY OF EXEMPTION OR INCLUSION FORM FILED WITH THE STATE OF FLORIDA.

#	NAME	DATE OF BIRTH	SOCIAL SECURITY #	TITLE / RELATIONSHIP	OWNR- SHP %	DUTIES	INC / EXC	CLASS CODE	REMUNERATION
1									
2									
3									

**PRIOR CARRIER INFORMATION / LOSS HISTORY**

PROVIDE INFORMATION FOR THE PAST 5 YEARS AND USE THE REMARKS SECTION FOR LOSS DETAILS							LOSS RUN ATTACHED		
YEAR	CARRIER & POLICY NUMBER	ACTUAL/AUDITED PREMIUM	MOD	# CLAIMS	AMOUNT PAID	RESERVE			
	CO:								
	POL #:								
	CO:								
	POL #:								
	CO:								
	POL #:								
	CO:								
	POL #:								
	CO:								
	POL #:								
	CO:								
	POL #:								

**NATURE OF BUSINESS / DESCRIPTION OF OPERATIONS**

GIVE COMMENTS AND DESCRIPTIONS OF ALL BUSINESSES, OPERATIONS AND PRODUCTS (INCLUDING OTHER STATES): MANUFACTURING - RAW MATERIALS, PROCESSES, PRODUCT, EQUIPMENT; CONTRACTOR - TYPE OF WORK, SUB-CONTRACTS; MERCANTILE - MERCHANDISE, CUSTOMERS, DELIVERIES; SERVICE - TYPE, LOCATION; FARM - ACREAGE, ANIMALS, MACHINERY, SUB-CONTRACTS. IF CONTRACTOR, PROVIDE LICENSE NUMBER.

☐ PROFESSIONAL EMPLOYER ORGANIZATION (PEO) / EMPLOYEE LEASING COMPANY ☐ TEMPORARY EMPLOYMENT SERVICE

CDD

**EMPLOYEES - ATTACH A LIST OF ADDITIONAL EMPLOYEE NAMES**

NAME	CLASS CODE	SOCIAL SECURITY #	NAME	CLASS CODE	SOCIAL SECURITY #

ATTACH THE LAST FOUR (4) EMPLOYERS QUARTERLY REPORTS OR IRS FORM 941. PLEASE EXPLAIN IF THE EMPLOYERS QUARTERLY REPORTS OR 941 IS NOT AVAILABLE. DISCLOSURE OF THE SOCIAL SECURITY NUMBERS IS VOLUNTARY. AS AN ALTERNATIVE, THE LATEST EMPLOYERS QUARTERLY REPORT WITH CLASS CODES ADDED CAN BE USED IN LIEU OF A SEPARATE LISTING OF EMPLOYEE NAMES, SOCIAL SECURITY NUMBER AND CLASS CODE. ANY EMPLOYEES NOT ON THE EMPLOYERS QUARTERLY REPORT SHOULD BE SHOWN SEPARATELY.

**GENERAL INFORMATION**

EXPLAIN ALL "YES" RESPONSES	YES	NO	EXPLAIN ALL "YES" RESPONSES	YES	NO
1. DOES APPLICANT OWN, OPERATE OR LEASE AIRCRAFT / WATERCRAFT?		<input checked="" type="checkbox"/>	16. ARE PHYSICALS REQUIRED AFTER OFFERS OF EMPLOYMENT ARE MADE?		<input checked="" type="checkbox"/>
2. DO / HAVE PAST, PRESENT OR DISCONTINUED OPERATIONS INVOLVE(D) STORING, TREATING, DISCHARGING, APPLYING, DISPOSING, OR TRANSPORTING OF HAZARDOUS MATERIAL? (e.g. landfills, wastes, fuel tanks, etc)		<input checked="" type="checkbox"/>	17. ANY OTHER INSURANCE WITH THIS INSURER?		<input checked="" type="checkbox"/>
		<input checked="" type="checkbox"/>	18. ANY PRIOR COVERAGE DECLINED / CANCELLED / NON-RENEWED (Last 3 years)?		<input checked="" type="checkbox"/>
3. ANY WORK PERFORMED UNDERGROUND OR ABOVE 15 FEET?		<input checked="" type="checkbox"/>	19. ARE EMPLOYEE HEALTH PLANS PROVIDED?		<input checked="" type="checkbox"/>
4. ANY WORK PERFORMED ON BARGES, VESSELS, DOCKS, BRIDGE OVER WATER?		<input checked="" type="checkbox"/>	20. IS THERE A LABOR INTERCHANGE WITH ANY OTHER BUSINESS / SUBSIDIARY?		<input checked="" type="checkbox"/>
5. IS APPLICANT ENGAGED IN ANY OTHER TYPE OF BUSINESS?		<input checked="" type="checkbox"/>	21. DO YOU LEASE EMPLOYEES TO OR FROM OTHER EMPLOYERS?		<input checked="" type="checkbox"/>
6. ARE SUB-CONTRACTORS AND/OR INDEPENDENT CONTRACTORS USED?	<input checked="" type="checkbox"/>		22. DO ANY EMPLOYEES PREDOMINANTLY WORK AT HOME?		<input checked="" type="checkbox"/>
7. ANY WORK SUBLET WITHOUT CERTIFICATES OF INS.?		<input checked="" type="checkbox"/>	23. WHAT ARE YOUR ESTIMATED ANNUAL REVENUES? \$		
8. IS A FORMAL SAFETY PROGRAM IN OPERATION?		<input checked="" type="checkbox"/>	24. IS THERE ANY CURRENT OR ANTICIPATED DEBT FOR UNPAID PREMIUMS OWED TO ANY PREVIOUS WORKERS' COMPENSATION PROVIDER?		
9. ANY GROUP TRANSPORTATION PROVIDED?		<input checked="" type="checkbox"/>	CONTACT INFORMATION		
10. ANY EMPLOYEES UNDER 16 OR OVER 60 YEARS OF AGE?		<input checked="" type="checkbox"/>	IN- SPECTION	PHONE: (904)436-6270 x4631	
11. ANY PART TIME OR SEASONAL EMPLOYEES?		<input checked="" type="checkbox"/>		NAME: Carol Brown	
12. IS THERE ANY VOLUNTEER OR DONATED LABOR?	<input checked="" type="checkbox"/>		ACCTNG RECORD	PHONE: (904)436-6270 x4631	
13. ANY EMPLOYEES WITH PHYSICAL HANDICAPS?		<input checked="" type="checkbox"/>		NAME: Carol Brown	
14. DO EMPLOYEES TRAVEL OUT OF STATE?		<input checked="" type="checkbox"/>	CLAIMS INFO	PHONE: (904)436-6270 x4631	
15. ARE ATHLETIC TEAMS SPONSORED?		<input checked="" type="checkbox"/>		NAME: Carol Brown	
REMARKS					



THE FILING OF AN APPLICATION CONTAINING FALSE, MISLEADING, OR INCOMPLETE INFORMATION PROVIDED WITH THE PURPOSE OF AVOIDING OR REDUCING THE AMOUNT OF PREMIUMS FOR WORKERS' COMPENSATION COVERAGE IS A FELONY OF THE THIRD DEGREE, PUNISHABLE AS PROVIDED IN S. 775.082, S. 775.083, OR S. 775.084.	
I UNDERSTAND THAT AS THE EMPLOYER, I MUST UPDATE THE APPLICATION MONTHLY TO REFLECT ANY CHANGE IN THE REQUIRED APPLICATION INFORMATION; (THE FLORIDA WORKERS COMPENSATION CHANGE SHEET WILL BE USED FOR THIS PURPOSE.)	
IF I FILE AN APPLICATION OR APPLICATION UPDATE CONTAINING FALSE, MISLEADING, OR INCOMPLETE INFORMATION WITH THE PURPOSE OF AVOIDING OR REDUCING THE AMOUNT OF PREMIUMS FOR WORKERS COMPENSATION COVERAGE IT IS A FELONY OF THE THIRD DEGREE OR AS OTHERWISE PUNISHABLE AS PROVIDED UNDER THE LAW.	
I SHALL SUBMIT TO THE CARRIER, A COPY OF THE EMPLOYERS QUARTERLY REPORT AND SELF-AUDITS SUPPORTED BY THE EMPLOYERS QUARTERLY REPORT, AS REQUIRED BY CHAPTER 443, AT THE END OF EACH QUARTER. IF I OMIT THE NAME OF AN EMPLOYEE FROM THIS EMPLOYERS QUARTERLY REPORT, FLORIDA STATUTES STATE THAT I WILL REMAIN LIABLE AND WILL REIMBURSE THE CARRIER FOR ANY WORKERS COMPENSATION BENEFITS PAID TO THIS OMITTED EMPLOYEE;	
I AGREE TO MAKE AVAILABLE, ALL RECORDS NECESSARY FOR THE PAYROLL VERIFICATION AUDIT AND PERMIT THE AUDITOR TO MAKE A PHYSICAL INSPECTION OF OUR OPERATIONS. I UNDERSTAND FAILURE TO DO THIS SHALL RESULT IN A \$500 PAYMENT TO THE CARRIER TO DEFRAY THE COST OF THE AUDITS;	
THAT, IN ACCORDANCE WITH FLORIDA STATUTES 440.381(6), IF I (WE) UNDERSTATE OR CONCEAL PAYROLL, OR MISREPRESENT OR CONCEAL EMPLOYEE DUTIES SO AS TO AVOID PROPER CLASSIFICATION FOR PREMIUM CALCULATIONS, OR MISREPRESENT OR CONCEAL INFORMATION PERTINENT TO THE COMPUTATION AND APPLICATION OF AN EXPERIENCE RATING MODIFICATION FACTOR, I (WE) SHALL PAY A PENALTY OF TEN (10) TIMES THE AMOUNT OF THE DIFFERENCE IN PREMIUM PAID AND THE AMOUNT I (WE) SHOULD HAVE PAID, AND REASONABLE ATTORNEY'S FEES.	
FORMER NAMES AND OWNERS  FOR THE LAST 5 YEARS, LIST THE CURRENT BUSINESS NAME AND ANY FORMER NAMES OR PREDECESSOR COMPANIES FOR ALL COMPANIES TO BE COVERED BY THE POLICY. INCLUDE THE FEIN FOR EACH COMPANY.  FOR EACH COVERED COMPANY, LIST ANY CURRENT OWNER WHO HAS MORE THAN 5% OWNERSHIP INTEREST. FOR EACH COVERED COMPANY OR PREDECESSOR COMPANY, LIST ANY OWNER WHO HAD MORE THAN 5% OWNERSHIP INTEREST IN THE LAST 5 YEARS.	
OWNERSHIP / COMBINABILITY  DOES THIS BUSINESS OR ANY OF THE OWNERS OF THIS BUSINESS, EITHER INDIVIDUALLY OR IN COMBINATION WITH OTHER OWNERS OF THIS BUSINESS, OWN MORE THAN 50% OF ANY OTHER BUSINESS, WHICH OPERATED AT ANY TIME DURING THE FIVE YEARS PRIOR TO THIS APPLICATION? <div><input type="checkbox"/> YES<input type="checkbox"/> NO</div> OR, DOES THIS BUSINESS OWN A MAJORITY INTEREST IN ANOTHER ENTITY, WHICH IN TURN OWNS A MAJORITY INTEREST IN ANY ENTITY THAT OPERATED AT ANY TIME IN THE FIVE YEARS PRIOR TO THIS APPLICATION? <div><input type="checkbox"/> YES<input type="checkbox"/> NO</div> IF THE ANSWER TO EITHER OF THE ABOVE QUESTIONS IS YES, COMPLETE THE FOLLOWING SUPPLEMENTAL OWNERSHIP / COMBINABILITY QUESTIONS:  1. IDENTIFY BY NAME, ADDRESS, AND FEIN EACH BUSINESS WHICH IS RELATED BY COMMON OWNERSHIP TO THE APPLICANT BUSINESS.  2. SET FORTH THE DATES EACH BUSINESS WAS IN OPERATION, THE INSURANCE COMPANY THAT PROVIDED WORKERS' COMPENSATION INSURANCE, THE POLICY NUMBER AND THE EXPERIENCE MODIFICATION FACTOR APPLIED TO EACH SUCH POLICY.  3. IF THE POLICY WAS WRITTEN WITHOUT AN EXPERIENCE MODIFICATION FACTOR, PLEASE STATE.	
THE APPLICANT HEREBY AUTHORIZES AND REQUESTS EACH RATING ORGANIZATION WITH EXPERIENCE RATING INFORMATION RELATED TO THE APPLICANT AND THE BUSINESS SET FORTH ABOVE TO RELEASE SUCH INFORMATION TO THE INSURER, FWCJUA, OR OTHER RATING ORGANIZATION SO THAT THE CORRECT EXPERIENCE MODIFICATION FACTOR CAN BE DETERMINED.	
I HEREBY ACKNOWLEDGE THAT I HAVE READ THE ABOVE STATEMENTS AND PERSONALLY SWEAR THAT THE INFORMATION CONTAINED IN THE APPLICATION IS ACCURATE. THAT I, AS AN OWNER / OFFICER, AM FULLY AUTHORIZED TO SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT AND TO BIND THE APPLICATION.	AS AGENT / PRODUCER I HEREBY ATTEST THAT I HAVE GIVEN THE APPLICANT/SIGNATORY THE OPPORTUNITY TO READ THE APPLICATION AND I HAVE EXPLAINED ANY AND ALL QUESTIONS REGARDING THE APPLICATION. I ALSO ATTEST THAT I HAVE EXPLAINED TO THE EMPLOYER OR OFFICER THE CLASSIFICATION CODES THAT ARE USED FOR PREMIUM CALCULATIONS PURSUANT TO SECTION 440.381 (2), FLORIDA STATUTES.
UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.	UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.
OWNER / OFFICER SIGNATURE	PRODUCER'S SIGNATURE
DATE	DATE
PRINT NAME	02/21/2024

## **Tab 11**



PO Box 51289  
Jacksonville Beach FL 32240  
(877) 875-5326, (904) 220-3331  
Info@krystalklean.com

## Estimate 1038498049

DATE	02/22/2024
PO #	
Provided By	Jason Krynock jkrynock@krystalklean.com

CUSTOMER
Madeira CDD c/o Rizzetta & Co Ms. Lesley Gallagher 38 Maralinda Drive St. Augustine, Florida, 32095 (904) 436-6270 (4637) lgallagher@rizzetta.com

SERVICE LOCATION
Madeira CDD c/o Rizzetta & Co Madeira 38 Maralinda Drive St. Augustine, Florida, 32095 (904) 436-6270 (4637) lgallagher@rizzetta.com

DESCRIPTION	Pressure washing Common Areas
-------------	-------------------------------

### Estimate

#### Estimate

Description	Qty	Rate	Total
<b>Commercial Pressure Washing - Buildings</b> Entry Tower and Sign, Entry monuments and guardrail, Gatehouse and walls.  -Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. -Please review any specific concerns with your Krystal Klean estimator so we arrive prepared to meet your needs. -Technicians work safely to protect customer property and the surrounding environment. -Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.	1.00	\$1,185.00	\$1,185.00
<b>Commercial Pressure Washing - Sidewalks</b> Maralinda: \$1287 (us1 to just past amenity center) Salida Way: \$245  -Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. -Please review any specific concerns with your Krystal Klean estimator so we arrive prepared to meet your needs. -Technicians work safely to protect customer property and the surrounding environment. -Technicians will inspect surfaces to identify potential water intrusion points and give	1.00	\$1,532.00	\$1,532.00

recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**Commercial Pressure Washing - Options**

1.00 \$2,455.00 \$2,455.00

The are billable options that can be added:

Block wall from Guardrail to water. (use of floating dock \$300) \$595 includes floating dock ( if crew will use waiters to walk in water we can remove the \$300 for floating dock usage)

Curbs along Maralinda from US1 to just past Amenity Center: \$1,155

Pavers near Entry Tower and Guardhouse: \$705

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your Krystal Klean estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**Commercial Pressure Washing - Additional Sidewalks and Curbs**

1.00 \$820.00 \$820.00

From area just Past Amenity to Pasarela Dr in common areas.

Sidewalks: \$375

Curbs: \$445

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**Commercial Pressure Washing - 3 Eyebrows at roundabout**

1.00 \$125.00 \$125.00

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

**JEA Water Meter - St Johns County Water Meter**

1.00 \$995.00 \$995.00

Rental of St Johns Co water meter for use with city water sources.

**Commercial Pressure Washing - Additional Orange Areas**

1.00 \$4,140.00 \$4,140.00

A. Tesoro Park Path and Curbing along common areas and Island: \$890

B. Sidewalks and Curbs: \$845 (pavers: \$1,075 additional)

C. Roundabout Eyebrows, Path in Park, Sidewalks, Monument and Curbs: \$1,490 (Pavers: \$2,475 additional)

D. Path along back of parking lot at Amenity Center to mailbox: \$625 (Includes figure 8's walking path and the concrete pad at Lemago Ln)  
 E. Curbing and Sidewalks along Common Area: \$290

- Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.
- Please review any specific concerns with your estimator so we arrive prepared to meet your needs.
- Technicians work safely to protect customer property and the surrounding environment.
- Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

<b>Commercial Pressure Washing - OPTION Pavers in Area B and C</b>	1.00	\$3,550.00	\$3,550.00
--	------	------------	------------

- Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.
- Please review any specific concerns with your estimator so we arrive prepared to meet your needs.
- Technicians work safely to protect customer property and the surrounding environment.
- Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

St Johns		6.50%	\$0.00
----------	--	-------	--------

Fuel Surcharge %		3.50%	\$518.07
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**Estimate Total:            \$15,320.07**

**CUSTOMER MESSAGE**

Thank you for the opportunity to serve you!

We uphold the highest industry standards for glass cleaning tools and methods but must inform and educate its customers about the inherent risk of scratches when cleaning glass. Given the facts below, we cannot be held liable for glass scratches. Minuscule glass particles (or "glass fines") may exist on the pane surface. This flaw is common for tempered or hurricane-proof glass often installed in Florida. During a normal cleaning process, these glass fines can break off and cause hairline scratches. Removal of paint, adhesives, calcium deposits, or construction debris may require the use of scrubbing pads or scrapers, which increases the risk of scratched glass, and is a separate service from standard window cleaning. When cleaning glass to remove calcium deposits, some brands of tinted or soft glass may be micro-scratched with vinyl buffing pads. Preexisting scratches may be visible or apparent after the glass is cleaned.

Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

Estimate Accepted By:

Accepted Date:

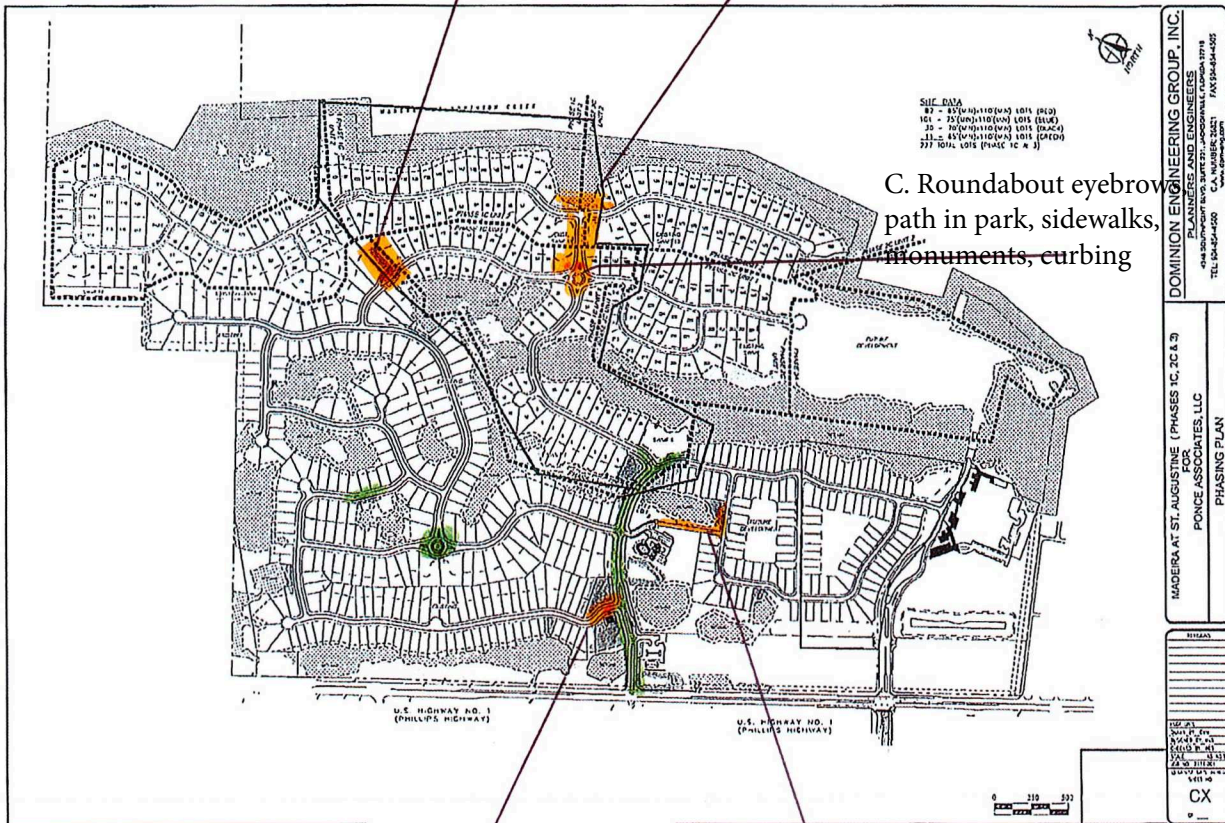
A. Tesoro Park Path  
and curbing along  
common areas  
including island

B. Sidewalks & curbing

C. Roundabout eyebrow  
path in park, sidewalks,  
monuments, curbing

E. Curbing and sidewalks along common area

D. Path along back of parking lot at  
amenity center to mailbox area.













Area C

302

319

Pasarela Dr

Tesoro Terrace

Pasarela Dr

Pasarela Dr

Tesoro Terrace

324

346

343

la Dr







## **Tab 12**



<b>Pole Description</b>	<b># Installed</b>	<b># Removed</b>
20' Standard Black Fiberglass	7	

- (b) Installation and/or removal of FPL-owned additional lighting facilities where a cost estimate for these facilities will be determined based on the job scope, and the Additional Lighting Charges factor applied to determine the monthly rate.
- (c) Modification to existing facilities other than described above or additional notes (explain fully): \_\_\_\_\_



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 monthly fee for fixtures and poles in accordance to the Lighting tariff, and additional lighting charge in the amount of \$19.95. These charges may be adjusted subject to review and approval by the FPSC.
3. To pay Contribution in Aid of Construction (CIAC) in the amount of \$0.00 prior to FPL's initiating the requested installation or modification.
4. To pay the monthly maintenance and energy charges in accordance to the Lighting tariff. These charges may be adjusted subject to review and approval by the FPSC.
5. To purchase from FPL all the electric energy used for the operation of the Lighting System.
6. 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.
7. To provide access, suitable construction drawings showing the location of existing and proposed structures, and appropriate plats necessary for planning the design and completing the construction of FPL facilities associated with the Lighting System.
8. To have sole responsibility to ensure lighting, poles, luminaires and fixtures are in compliance with any applicable municipal or county ordinances governing the size, wattage, lumens or general aesthetics.
9. For new FPL-owned lighting systems, to provide final grading to specifications, perform any clearing if needed, compacting, removal of stumps or other obstructions that conflict with construction, identification of all non-FPL underground facilities within or near pole or trench locations, drainage of rights-of-way or good and sufficient easements required by FPL to accommodate the lighting facilities.
10. For FPL-owned fixtures on customer-owned systems:
  - a. To perform repairs or correct code violations on their existing lighting infrastructure. Notification to FPL is required once site is ready.
  - b. To repair or replace their electrical infrastructure in order to provide service to the Lighting System for daily operations or in a catastrophic event.
  - c. In the event the light is not operating correctly, Customer agrees to check voltage at the service point feeding the lighting circuit prior to submitting the request for FPL to repair the fixture.

**IT IS MUTUALLY AGREED THAT:**

11. 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.

12. FPL will, at the request of the Customer, relocate the lighting facilities covered by this agreement, if provided sufficient rights-of-way 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. Payments shall be made by the Customer in advance of any relocation.  
Lighting facilities will only be installed in locations that meet all applicable clear zone right-of-way setback requirements.
13. FPL may, at any time, substitute for any fixture installed hereunder another equivalent fixture which shall be of similar illuminating capacity and efficiency.

14. 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 ten (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.
15. 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 original installed cost of the facilities provided by FPL under this agreement less any salvage value and any depreciation (based on current depreciation rates approved by the FPSC) plus removal cost.
16. 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.
17. 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.
18. 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.
19. 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.
20. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the Customer and FPL.
21. The lighting facilities shall remain the property of FPL in perpetuity.
22. 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:

Maedira CDD

Customer (Print or type name of Organization)

By: \_\_\_\_\_  
Signature (Authorized Representative)

\_\_\_\_\_  
(Print or type name)

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

**FLORIDA POWER & LIGHT COMPANY**

By: Chris Venoy  
(Signature)

Chris Venoy  
(Print or type name)

Title: **FPL LT-1 Representative**



## **TAB 13**

**RESOLUTION 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MADEIRA  
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE  
ASSISTANT SECRETARY OF THE DISTRICT, AND PROVIDING FOR  
AN EFFECTIVE DATE**

WHEREAS, the Madeira Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within St. Johns County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Carol Brown as Assistant Secretary pursuant to Resolution 2023-02; and

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

Section 1.      Ben Pfuhl is appointed Assistant Secretary

Section 2.      This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 5<sup>th</sup> DAY OF MARCH 2024.**

**ATTEST:**

**MADEIRA  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**SECRETARY/ASSISTANT SECRETARY**

\_\_\_\_\_  
**CHAIRMAN/VICE CHAIRMAN**