

Madeira Community Development District

Board of Supervisors' Meeting December 2, 2025

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

www.madeiracdd.org

MADEIRA COMMUNITY DEVELOPMENT DISTRICT

St. Augustine - St. Johns County Airport Authority 4730 Casa Cola Way
St. Augustine, FL 32095

www.madeiracdd.org

Board of Supervisors Brian Riddle Chairman

Michael Guida Vice Chairman

Gary Brownell Assistant Secretary
Orville Dothage, III Assistant Secretary
Laurie Collier Assistant Secretary

District Manager Lesley Galagher Rizzetta & Company, Inc.

Ben Pfuhl Rizzetta & Company, Inc

District Counsel Wes Haber Kutak Rock, LLP

District Engineer Alex Acree Matthews - DCCM

Mike Silverstein Matthews - DCCM

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

<u>District Office · St. Augustine, Florida · (904) 436-6270</u>

<u>Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614</u>

<u>www.madeiracdd.org</u>

Board of Supervisors Madeira Community Development District FINAL AGENDA Dear Board Members: November 25, 2025

FINAL AGENDA

The **special** meeting of the Board of Supervisors of Madeira Community Development District will be held on **December 2, 2025, 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
- 4. STAFF REPORTS PART A
 - - - 2) Consideration of Irrigation Upgrade Proposal
- 5. BUSINESS ITEMS

 - D. Update on Traffic Calming
- 6. STAFF REPORTS PART B
 - A. District Counsel
 - B. District Manager
- 7. SUPERVISOR REQUESTS & AUDIENCE COMMENTS
- 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.

Sincerely,

Lesley Gallagher
District Manager

Tab 1

MEETING HELD ON SEPTEMBER 30, 2025

MINUTES OF MEETING 1 2 3 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 4 5 of the proceedings is made, including the testimony and evidence upon which such appeal is to 6 be based. 7 8 **MADEIRA** 9 **COMMUNITY DEVELOPMENT DISTRICT** 10 The **regular** meeting of the Board of Supervisors of Madeira Community Development 11 District was held on October 28, 2025, at 10:00 a.m. at the St. Augustine - St. Johns County 12 Airport Authority, 4730 Casa Cola Way, St. Augustine, FL 32095. 13 14 15 Attendance: 16 Brian Riddle **Board Supervisor, Chairman Board Supervisor, Vice Chairman** 17 Michael Guida **Board Supervisor, Assistant Secretary** Gary Brownell 18 Laurie Collier **Board Supervisor, Assistant Secretary** 19 20 21 Also present were: 22 23 Lesley Gallagher District Manager, Rizzetta & Company, Inc. Wes Haber District Counsel, Kutak Rock, LLP (Speaker Phone) 24 Mike Silverstein **District Engineer, Matthews Design** 25 26 Brandon Nelson Account Manager, Yellowstone Landscape 27 28 Audience present. 29 FIRST ORDER OF BUSINESS CALL TO ORDER/ROLL CALL 30 31 32 Mr. Riddle called the meeting to order at 10:00 a.m. and read the roll. 33 34 **SECOND ORDER OF BUSINESS AUDIENCE COMMENTS ON AGENDA ITEMS** 35 36 Audience present; no comments currently. 37 THIRD ORDER OF BUSINESS CONSIDERATION OF MINUTES OF THE 38 39 BOARD OF SUPERVISORS' SPECIAL

On a motion by Mr. Guida, seconded by Mr. Brownell, with all in favor, the Board approved the Minutes of the Board of Supervisors' Special Meeting held September 30, 2025.00, for Madeira Community Development District.

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FOURTH ORDER OF BUSINESS

RATIFICATION OF OPERATION & MAINTENANCE EXPENDITURES FOR JUNE, JULY, & AUGUST 2025

On a motion by Mr. Guida, seconded by Mr. Brownell, with all in favor, the Board ratified the Operation & Maintenance Expenditures for September 2025 in the amount of \$56,859.00, for Madeira Community Development District.

FIFTH ORDER OF BUSINESS

STAFF REPORTS - PART A

A. District Engineer

1. Review of Phase 1 Drainage Inspection Priority Report

 Mr. Silverstein reviewed an updated priority inspection report (exhibit A) received and circulated on Monday. Discussion ensued regarding whether recurring failures in the same general locations are CDD issues or City of St. Augustine issues. Four locations that are priorities were then discussed as 78 Pintoresco, 87 Pintoresco, 297 Portada and 333 Pintoresco.

On a motion by Ms. Collier, seconded by Mr. Guida, with all in favor, the Board authorized a not to exceed amount of \$40,000.00 to make repairs at all four locations if determined to be CDD responsibility, for Madeira Community Development District.

On a motion by Ms. Collier, seconded by Mr. Guida, with all in favor, the Board amended their prior motion to increase the not to exceed amount to \$45,000.00 to allow for engineering or dewatering costs as well, for Madeira Community Development District.

2. Consideration of ADA Ramp Inspection Proposal

On a motion by Ms. Collier, seconded by Mr. Guida, with all in favor, the Board approved the Matthews/DCCM Sidewalk Ramp ADA compliance services inspection proposal in the amount of \$2500.00, for Madeira Community Development District.

3. Consideration of 2025 SJRWMD Permit Inspection Proposal – Under Separate Cover

Mr. Silverstein reviewed the proposal for the 2025 SJRWMD Permit Inspection for all 13 ponds currently maintained by the CDD under permit # 94964-13 noting this would put them on the same 2-year cycle. (Exhibit B)

On a motion by Mr. Guida, seconded by Ms. Collier, with all in favor, the Board approved the proposal for the 2025 SJRWMD Permit Inspection from Matthews DCCM in the amount of \$4000.00, for Madeira Community Development District.

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The board then moved to agenda item 5A.

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SIXTH ORDER OF BUSINESS

CONSIDERATION OF TESORO ISLAND/PARK ARBORIST **INSPECTION PROPOSAL(S)**

Matthews/DCCM provided a proposal to conduct a site meeting with CDD representatives to evaluate the trees and landscape conditions in the road island and provide a written for a proposed amount of \$1650.00. Mr. Nelson with Yellowstone then introduced a representative from Taylor's Tree Service, who had reviewed the trees and noted the trees are recovering and did not recommend back filling. He noted that a thin layer of mulch could be added but no other plant material which would cause the trees to compete for nutrients. He also noted a sump pump may be acceptable, but no soil amendments should be made. Mr. Silverstein was then requested to review adding a yard drain and report back at the next meeting.

The board moved to agenda item 4 Part A, Item B - Landscape Manager Report

B. Landscape Manager - Yellowstone Report

Mr. Nelson reviewed his report found under tab 4 of the agenda. Mr. Nelson noted that Yellowstone will replace the agapanthus under warranty if needed after they perform one additional treatment that they are hoping will be successful.

The Board then moved to agenda item 5C – Consideration of Yellowstone Landscape Enhancement Proposals

SEVENTH ORDER OF BUSINESS

CONSIDERATION OF YELLOWSTONE ENHANCEMENT **PROPOSALS**

Pinestraw Installation

Mr. Nelson confirmed that this proposal covers all areas that are currently under the CDD maintenance contract.

On a motion by Ms. Collier, seconded by Mr. Riddle, with all in favor, the Board approved the Yellowstone proposal for the installation of 1000 bales of pine straw in the amount of \$7500.00 to be completed in the December/January timeframe, for Madeira Community Development District.

	Part A, Item B - Landscape Manager Report			
B. Landscape Manager - Yellowstone	Report			
Mr. Nelson noted that he would have a palm trimming proposal to present at the December neeting and it was requested that the proposal include a map so that the proposed trees are easily identifiable.				
C. Pond Maintenance				
It was noted that representatives from Blue	d that representatives from Blue Water were not able to be present at this meeting.			
The board then moved to agenda item 5 Annual Renewal	B – Consideration of Yellowstone Landscape			
EIGHTH ORDER OF BUSINESS	CONSIDERATION OF YELLOWSTONE LANDSCAPE ANNUAL RENEWAL			
so sne is bringing this to the board for cons also confirmed that Yellowstone had appro	sideration prior to the January 1st renewal. It was			
On a motion by Mr. Guida, seconded approved the Yellowstone Landscape	by Ms. Collier, with all in favor, the Board automatic renewal of their landscape and cing January 1, 2026 with a contract amount			
On a motion by Mr. Guida, seconded approved the Yellowstone Landscape irrigation maintenance contract commen of \$94,000.00, for Madeira Community I	by Ms. Collier, with all in favor, the Board automatic renewal of their landscape and cing January 1, 2026 with a contract amount			
On a motion by Mr. Guida, seconded approved the Yellowstone Landscape irrigation maintenance contract commen of \$94,000.00, for Madeira Community I	by Ms. Collier, with all in favor, the Board automatic renewal of their landscape and ucing January 1, 2026 with a contract amount Development District.			
On a motion by Mr. Guida, seconded approved the Yellowstone Landscape irrigation maintenance contract commen of \$94,000.00, for Madeira Community I. The board moved back to agenda item 5 Enhancement Proposals	by Ms. Collier, with all in favor, the Board automatic renewal of their landscape and acing January 1, 2026 with a contract amount Development District. CC – Consideration of Yellowstone Landscape CONSIDERATION OF YELLOWSTONE ENHANCEMENT			

157158 TENTH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2026-01; APPROVING PROPERTY CONVEYANCE TO HOA

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Mr. Haber reviewed resolution 2026-01 approving property conveyance to the HOA noting that there was not a CDD need for this property and that he had confirmed that the CDD had not paid for this property, but it was dedicated at no cost also noting the resolution approves the deed.

165 166

On a motion by Mr. Guida, seconded by Mr. Brownell, with all in favor, the Board adopted Resolution 2026-01; Approving Property Conveyance to HOA, for Madeira Community Development District.

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ELEVENTH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2026-02, APPROVING ACCEPTANCE OF PHASE 2C, UNITS 1 & 2 PLATS

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Mr. Haber explained that the plats had been signed and were being held in escrow until the Board adopted resolution 2026-02.

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On a motion by Mr. Brownell, seconded by Mr. Guida, with all in favor, the Board adopted Resolution 2026-02, Approving Acceptance of Phase 2C, Units 1 & 2 Plats, for Madeira Community Development District.

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It was requested that the developer please notify the district manager when any areas that will require landscape or pond maintenance are close to being ready for the CDD to take over maintenance duties so she may obtain proposals for these areas from the district's current vendors.

179 180 181

TWELFTH ORDER OF BUSINESS

CONSIDERATION OF BENCH AND TRASH RECEPTACLE PROPOSAL

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It was noted that this was discussed at the last meeting with Ms. Collier providing details, but no installation was included.

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On a motion by Ms. Collier, seconded by Mr. Brownell, with all in favor, the Board approved a proposal from First Coast CMS to purchase 4 Uline Trash Receptacles and 11 benches on behalf of the CDD with the rain bonnet option for a total amount of \$13,772.88 which also includes a 3% purchase fee, assembly and installation, for Madeira Community Development District.

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On a motion by Mr. Riddle, seconded by Mr. Guida, with all in favor, the Board authorized the District Manager to coordinate with Mr. Dothage on the donation of the existing benches which were declared as property surplus, for Madeira Community Development District.

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Mr. Lanius had a question regarding the Bills of Sale that would relate to the plats that were approved earlier in the meeting and Mr. Haber noted that these support the conveyances in the plat and that the Chairman is authorized to sign between meetings should this be required.

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THIRTEENTH ORDER OF BUSINESS

CONSIDERATION OF PROPOSAL(S) FOR GATE POST AND SIGN PAINTING - UNDER SEPARATE COVER

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This item was tabled at this time and Mr. Brownell noted that he was hoping to have these proposals as well as proposals for lighting at the December meeting. It was also noted that the guard house and gates should be a priority for lighting.

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FOURTEENTH ORDER OF BUSINESS

STAFF REPORT - PART B

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A. District Counsel

209210211

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Mr. Haber briefly reviewed a presentation regarding supervisor roles and directed the board

1. Presentation Regarding Supervisor Roles - Under Separate Cover

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to send any questions to him.

213214

Ms. Collier had questions regarding ownership of ROW and sidewalks. Mr. Lanius noted that the sidewalks are generally within the ROW and the builders are required to install them.

215216217

Ms. Laurie had questions regarding Form 1 and ethics training.

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B. District Manager

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1. Update on Goals and Objectives

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The board authorized the District Manager to work with the Chairman to finalize the fiscal year 24/25 goals and objectives report to have posted by the December 1st deadline.

225226227

Ms. Gallagher noted that the December meeting that was part of the adopted annual schedule was set for December 3rd which was a Wednesday and not a Tuesday as the meetings are normally held on. The board authorized her to cancel the December 3rd meeting and schedule a special meeting for December 2nd in its place.

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FIFTEENTH ORDER OF BUSINESS SUPERVISOR REQUESTS & AUDIENCE COMMENTS Supervisor Requests: Mr. Brownell noted that he should have an update on the traffic calming at the next meeting. Mr. Brownell also requested that it be confirmed if there are specific color requirements for the ADA ramps or pads. **Audience Comments:** Mr. Lanius provided an update on Ponce Island Drive. SIXTEENTH ORDER OF BUSINESS **ADJOURNMENT** On a motion by Mr. Guida, seconded by Mr. Brownell, with all in favor, the Board adjourned the meeting at 12:04 p.m., for Madeira Community Development District.

MADEIRA COMMUNITY DEVELOPMENT DISTRICT October 28, 2025, Meeting Minutes Page 8

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287	Secretary/Assistant Secretary	Chairman/Vice Chairman

Exhibit A



Engineering - Landscape Architecture - Surveying

7 Waldo Street, St. Augustine, FL 32084 | 904.826.1334 | www.matthews.dccm.com

mdg.cei@dccm.com

LICENSE #26535, LB8590, LA6666877



General Information					
Project Name	16025 Madeira				
Prepared By	Mike Silverstein				
Date Of Visit	10/27/2025 11:46 AM EDT				
Date Prepared	10/27/2025 EDT				
Weather	Cloudy	Тетр	78		
Site Conditions		Date of Last Report	10/14/2025 EDT		
Present at Site	For On Site Review with Laurie Collier and CDD Meeting Discussion				

Site Notes

Mike Silverstein October 27, 2025 11:49 AM EDT

Updated report further classifying locations into priority repair locations - CDD recovered repair invoice from 2024 on Paranza Trace.

Corrected since last report

N/A

Observations

N/A

Needs Action

Hardscape



5

Cracking in concrete apron, curb, and ADA ramp. Suggest investigating for cause and repair.



Needs Action

Brick pavers settled.



Inspect for cause. 40

Spoke with CDD Supervisor Collier, this area will be inspected further once the gate repair and paver modifications are in place at the entrance. The same condition remains as of 10/14/2025.

Sewer and drain lines



16

45

Structure mortar around sanitary manhole is cracking and loose. Advise replacement.

Storm



Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.



Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.



Not high priority. Continue to monitor, add to next years o&m. 13



16

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations - This location was repaired by the CDD in 2024



Not high priority. Continue to monitor, add to next years o&m



Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.



21

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.



23

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations. - High priority, a lot of soil loss against curb.



24

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations. - High priority, a lot of soil loss against curb.

11

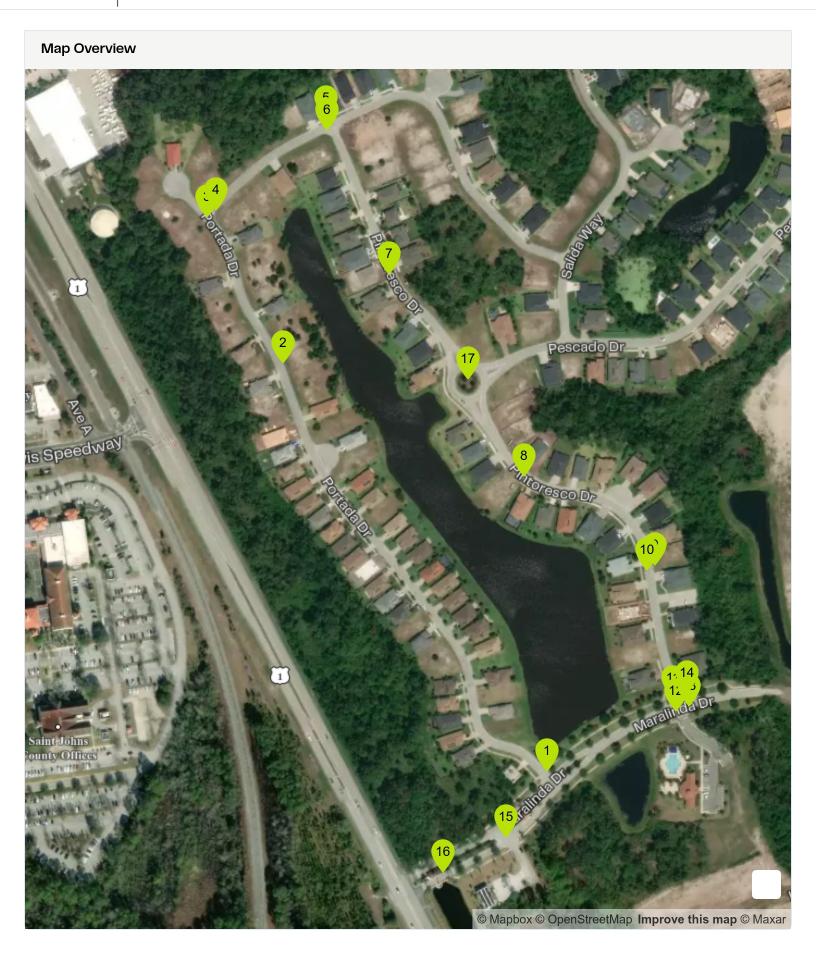
25

Area probed during follow up walk through. Mark location as priority repair location. - Not near private space. Include with 2026 repairs budget.



Needs Action Area probed during follow up walk through. Mark location as priority repair location. - Not near private space. Include with 2026 repairs budget. Area probed during follow up walk through. Mark location as priority repair location. Area probed during follow up walk through. Mark location as priority repair location. Area probed during follow up walk through. Mark location as priority repair location. Area probed during follow up walk through. Mark location as priority repair location. - Not near private space. Include with 2026 repairs budget.





Action Items



Needs Action

Pin Type: General

Categories: Hardscape

Created by:



Branden J Marcinell

Sep 10, 2025 at 1:29 pm EDT

Location:



Worklog:

Branden J Marcinell September 10, 2025 1:29 PM EDT

Cracking in concrete apron, curb, and ADA ramp. Suggest investigating for cause and repair.





Sep 10, 2025 at 1:26 pm EDT



Sep 10, 2025 at 1:25 pm EDT





Needs Action

Created by:



Branden J Marcinell

Sep 10, 2025 at 1:47 pm EDT

Pin Type: General

Categories: Storm

Tags: level 1 priority repair location priority repair location

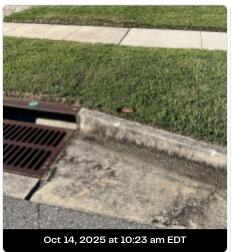
Location:



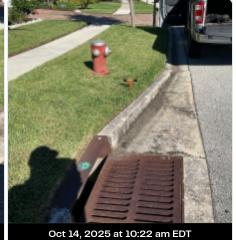
Worklog:

Mike Silverstein October 14, 2025 10:24 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.











Needs Action

Created by:



Branden J Marcinell

Sep 10, 2025 at 1:50 pm EDT

Pin Type: General

Categories: Storm

Tags: level 1 priority repair location priority repair location

Location:

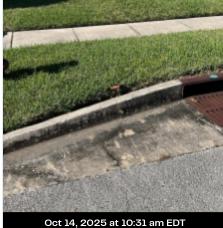


Worklog:

Mike Silverstein October 14, 2025 10:33 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.







Needs Action

Categories: Storm Tags: priority repair location

Created by:



Branden J Marcinell

Sep 10, 2025 at 1:53 pm EDT

Location:

Pin Type: General



Worklog:

Mike Silverstein October 14, 2025 10:38 AM EDT

Not high priority. Continue to monitor, add to next years o&m.







15

Needs Action

Categories: Storm

Created by:



Branden J Marcinell

Tags: level 1 priority repair location priority repair location

Sep 10, 2025 at 1:58 pm EDT

Location:

Pin Type: General



Worklog:

Mike Silverstein October 14, 2025 10:44 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations – This location was repaired by the CDD in 2024







Needs Action

Pin Type: General

Categories: Storm

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:01 pm EDT

Location:



Worklog:

Mike Silverstein October 14, 2025 10:46 AM EDT

Not high priority. Continue to monitor, add to next years o&m





Needs Action

Categories: Storm

Tags: level 1 priority repair location priority repair location

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:27 pm EDT

Location:

Pin Type: General



Worklog:

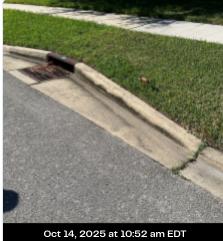
Mike Silverstein October 14, 2025 10:54 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.













Needs Action

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:37 pm EDT

Pin Type: General

Categories: Storm

Tags: level 1 priority repair location priority repair location

Location:



Worklog:

Mike Silverstein October 14, 2025 11:02 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations.









Needs Action

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:43 pm EDT

Pin Type: General

Categories: Storm

Tags: level 1 priority repair location priority repair location

Location:



Worklog:

Mike Silverstein October 14, 2025 11:05 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations. -High priority, a lot of soil loss against curb.







Needs Action

Categories: Storm Tags: level 1 priority repair location priority repair location

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:45 pm EDT

Location:

Pin Type: General



Worklog:

Mike Silverstein October 14, 2025 11:07 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. Probe pushed to handle in multiple locations. – High priority, a lot of soil loss against curb.



Oct 14, 2025 at 11:06 am EDT



25

Needs Action

Categories: Storm Tags: priority repair location Created by:

Branden J Marcinell

Sep 10, 2025 at 2:51 pm EDT

Location:

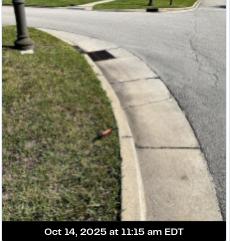
Pin Type: General

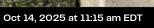


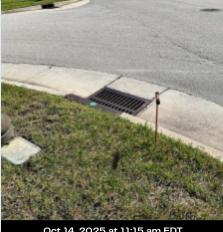
Worklog:

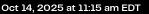
Mike Silverstein October 14, 2025 11:16 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. - Not near private space. Include with 2026 repairs budget.











Oct 14, 2025 at 11:15 am EDT





26

Needs Action

Pin Type: General Categories: Storm Tags: priority repair location

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:52 pm EDT

Location:



Worklog:

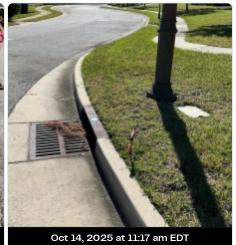
Mike Silverstein October 14, 2025 11:18 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. – Not near private space. Include with 2026 repairs budget.











27

Needs Action

Categories: Storm

Tags: priority repair location

Created by:



Branden J Marcinell

Sep 10, 2025 at 2:55 pm EDT

Location:

Pin Type: General



Worklog:

Mike Silverstein October 14, 2025 11:20 AM EDT

Area probed during follow up walk through. Mark location as priority repair location.









Needs Action

Categories: Storm Tags: priority repair location

Created by:

Branden J Marcinell

Sep 10, 2025 at 2:57 pm EDT

Location:

Pin Type: General



Worklog:

Mike Silverstein October 14, 2025 11:21 AM EDT

Area probed during follow up walk through. Mark location as priority repair location.







Prepared by Mike Silverstein





Needs Action

Categories: Storm Tags: priority repair location

Created by:



Branden J Marcinell

Sep 10, 2025 at 3:32 pm EDT

Location:

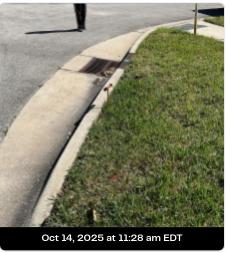
Pin Type: General



Worklog:

Mike Silverstein October 14, 2025 11:29 AM EDT

Area probed during follow up walk through. Mark location as priority repair location. – Not near private space. Include with 2026 repairs budget.







40

Needs Action

Pin Type: General

Categories: Hardscape

Created by:



Branden J Marcinell

Sep 10, 2025 at 3:30 pm EDT

Location:



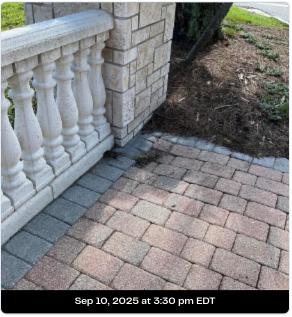
Worklog:

Branden J Marcinell September 10, 2025 3:30 PM EDT

Brick pavers settled.

Inspect for cause.

Spoke with CDD Supervisor Collier, this area will be inspected further once the gate repair and paver modifications are in place at the entrance. The same condition remains as of 10/14/2025.





Needs Action

Pin Type: General

Categories: Sewer

Created by:



Branden J Marcinell

Sep 10, 2025 at 4:09 pm EDT

Location:



Worklog:

Branden J Marcinell September 10, 2025 4:09 PM EDT

Structure mortar around sanitary manhole is cracking and loose. Advise replacement.



Exhibit B



Engineering - Landscape Architecture - Surveying

October 22, 2025

Ben Pfuhl CC: Lesley Gallagher Rizzetta & Company, Inc. C/O Madeira CDD 2806 N. Fifth St. Unit 403 St. Augustine, FL 32084 904-436-6270 bpfuhl@rizzetta.com lgallagher@rizzetta.com

Proposal for Professional Engineering Services

Project Name: Madeira CDD Project No.: 16025.04

Dear Ben:

Re:

Matthews | DCCM is pleased to offer you this proposal to provide professional engineering services associated with the WMD Pond Inspections for the Madeira CDD (Project) located off US 1 in St. Johns County.

Based on your request for proposal, Matthews | DCCM proposes to furnish professional engineering services for the project as described in "Exhibit A, Scope of Work," and according to the terms of our Continuing Services Contract with the Madeira Community Development District dated, April 4, 2023, on time and materials fee basis with a fee of \$4,000, plus direct reimbursable expenses.

Services or work items not specifically set forth in this proposal are excluded. Should additional scope be requested by the Project Client, a change order for the additional services will be negotiated, and a change order proposal outlining costs will be fully executed before the additional work shall commence.

We appreciate your consideration of our firm to provide these important services. Do not hesitate to contact us if you have any questions. We look forward to partnering with you and having our dedicated team of industry experts help make your project a success.

Sincerely.

Matthews | DCCM

Branden Marcinell, El Closeout and QC Manager

EXHIBIT A SCOPE OF WORK

I – WMD Pond Inspection

Matthews | DCCM will inspect all stormwater management facilities (ponds) covered under the St. Johns River Water Management District (SJRWMD) Permit 94964-13 and as shown in the map provided by the Maderia CDD below. Services provided for completion of this task are listed below:

- Historical design plan documents will be reviewed to verify design compliance with current conditions of the system.
- A Qualified Inspector will conduct a site visit to inspect the pond perimeter, and all directly connected storm structures. This will include the structures connected to the pond such as MES and control structures for condition and performance.
- WMD Form 62-330.311(3) Inspection Checklist, will be used to document required checks for the system and any deficiencies will be communicated back to the property owner for required repairs.
- WMD Form 62-330.311(1) Operation and Maintenance Inspection Certification will be uploaded as proof of completion of inspection and signed off by a Qualified Inspector or Florida licensed Engineer.
- A summary report and all documents listed above will be provided to the property owner for their records.

Fees for WMD Pond Inspection services will be billed on a time and materials (T&M) basis, with an initial estimated fee of \$4,000, and in accordance with Exhibit B, plus direct reimbursable expenses.



Proposal – 16025.02 October 22, 2025 Page 3

FEE SUMMARY

The following list summarizes costs associated with work items as described in Exhibit A, Scope of Work.

I – WMD Pond Inspection \$4,000 (T&M)

Total Estimated Cost: \$4,000, plus direct reimbursable expenses

Matthews | DCCM will initiate services on this project immediately following receipt of the fully executed contract, included as Exhibit B.

EXHIBIT B CONTRACT AGREEMENT

Upon acceptance, please sign, date, and return this Agreement to our office. We will return a fully executed copy of this Contract Agreement for your file, which will serve as Authorization to Proceed with services as described above.

The undersigned have executed this Agreement on the day and year set forth below.

Authorized Signature Date On Behalf of Matthews | DCCM Branden Marcinell, El, Closeout and QC Manager 7 Waldo Street St. Augustine, FL 32084 904.593.8659 bmarcinell@dccm.com **CLIENT ACCEPTANCE AND AUTHORIZATION** Authorized Signature Date Name, Title On Behalf of Company/Client Name Billing Contact Billing Email Address Additional Billing Email Address (Copy to) Billing Address Address City, State, Zip Code Billing Phone No. MS/JQ 16025.04p1

MADEIRA COMMUNITY DEVELOPMENT DISTRICT

<u>District Office - St. Augustine, Florida - (904)-436-6270</u>

<u>Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614</u>

<u>madeiracdd.org</u>

Operation and Maintenance Expenditures October 2025 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2025 through October 31, 2025. This does not include expenditures previously approved by the Board.

The total name semg presented.	¥ 10,01 1100
Approval of Expenditures:	
Chairperson	
Vice Chairperson	
Assistant Secretary	

The total items being presented: \$40 571 36

Madeira Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	!	Invoice Amount
City of St. Augustine	300149	1695116	Account# 37545 - 21 Portada Dr. Water Services 09/25	\$	1.92
City of St. Augustine	300149	1695118	Account# 37572 - 12 Pescado St. Water Services 09/25	\$	80.67
City of St. Augustine	300149	1699230	Account# 56138 - 129 Tesoro Ter Water Services 09/25	\$	243.61
COMCAST	20251014-1	8495 74 310 1318970 10/25	Internet Services 10/25	\$	116.85
Doody Daddy, LLC	300142	2510-M	Pet Waste Station Service 10/25	\$	710.00
Egis Insurance Advisors, LLC	300140	30478	Policy# WC100125658 10/01/25-10/01/26	\$	850.00
Florida Department of Commerce	20251029-1	93040 ACH	Special District Fee for FY25-26	\$	175.00
Florida Power & Light Company	20251006-1	17027-26132 09/25 ACH	Electric Services 09/25	\$	33.53
Florida Power & Light Company	20251028-1	69300-92066 09/25 ACH	Electric Services 09/25	\$	27.15
Florida Power & Light Company	20251028-1	81726-72506 09/25 ACH	Electric Services 09/25	\$	27.24
Florida Power & Light	20251021-1	98140-72501 09/25 ACH	Electric Services 09/25	\$	138.25
Company Florida Power & Light Company	20251028-1	Monthly Summary 09/25	Electric Services 09/25	\$	2,517.14

Madeira Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	<u>ln</u>	voice Amount
Gannett Florida LocaliQ	300143	0007353364	Account# 765191 Legal Advertising 09/25	\$	80.88
Gary J. Brownell	300144	GB093025-381	Board of Supervisors Meeting 09/30/25	\$	200.00
Hidden Eyes, LLC	300152	759441	Monthly Services 10/25	\$	2,478.00
Hidden Eyes, LLC	300152	760315	Monthly Services 09/25-10/25	\$	32.00
John Pastore	300145	29443	Aquatic Vegetation and Algae Management 09/25	\$	1,540.00
Laurean J. Collier	300146	LC093025-381	Board of Supervisors Meeting 09/30/25	\$	200.00
Matthews Design Group, Inc.	300150	194009	Engineering Services 09/25	\$	923.75
Matthews Design Group, Inc.	300154	194125	Engineering Services 09/25	\$	5,523.75
Michael P. Guida	300147	MG093025-381	Board of Supervisors Meeting 09/30/25	\$	200.00
Orville Lynne Dothage, II	300148	OD093025-381	Board of Supervisors Meeting 09/30/25	\$	200.00
Rizzetta & Company, Inc.	300141	INV0000103577	District Management Fees 10/25	\$	5,024.00
Rizzetta & Company, Inc.	300139	INV0000103693	Assessment Roll FY25/26	\$	6,024.00

Madeira Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	<u>In</u>	voice Amount
St. Johns County Airport	300151	102825 BOS	BOS Meeting Room Fee 10/25	\$	100.00
Authority The Gate Store, Inc.	300138	31769	Service Call 09/25	\$	115.30
The Gate Store, Inc.	300153	32031	Service Call 10/25	\$	250.00
Yellowstone Landscape	20251028-2	999903 ACH	Tree Service 09/25	\$	2,190.00
Yellowstone Landscape	20251028-2	999937 ACH	Landscape Maintenance 10/25	\$	7,833.32
Yellowstone Landscape	20251028-2	1003942 ACH	Tree Service 09/25	\$	2,735.00
Report Total				<u>\$</u>	40,571.36



Project No.			Project Name -	Date and Time
16025			Maderia CDD	10/28/2025
Contractor			Project Manager	Quality Control Monitor
N/A			Alex Acree	M.Silverstein
Temperature			Weather	Hours on Jobsite
	80 High	65 Low	sunny	1

JOB SITE OBSERVATION REPORT

On 10/28/2025 the Tesoro Park median island was inspected due to additional complaints about the drainage performance and staging water within the island that remains for long periods of time.

Measurements were taken in the field to determine the clearance between the top of the grate and the lowest points in the median island. A vertical distance of 1.10' was measured and can be seen in photo 6571-Rev. That value of 1.1' is how deep the standing water will accumulate before entering the Storm Inlet 109 grate top. At the October CDD meeting an Arborist attended with Yellowstone, the CDD's landscaping maintenance company, who stated that backfilling the median in lift increments greater than 6"-8" could be detrimental to the existing trees health, and if the median would need fill exceeding that amount, that it would require longer periods of time between lifts to allow for root growth and acclimation.

Matthews suggested that a combination of one or two 6" lifts of non-compacted soil along with a relief orifice core drilled into the face of structure 109 could be possible, but analysis of the storm system in that area would need to be confirmed.

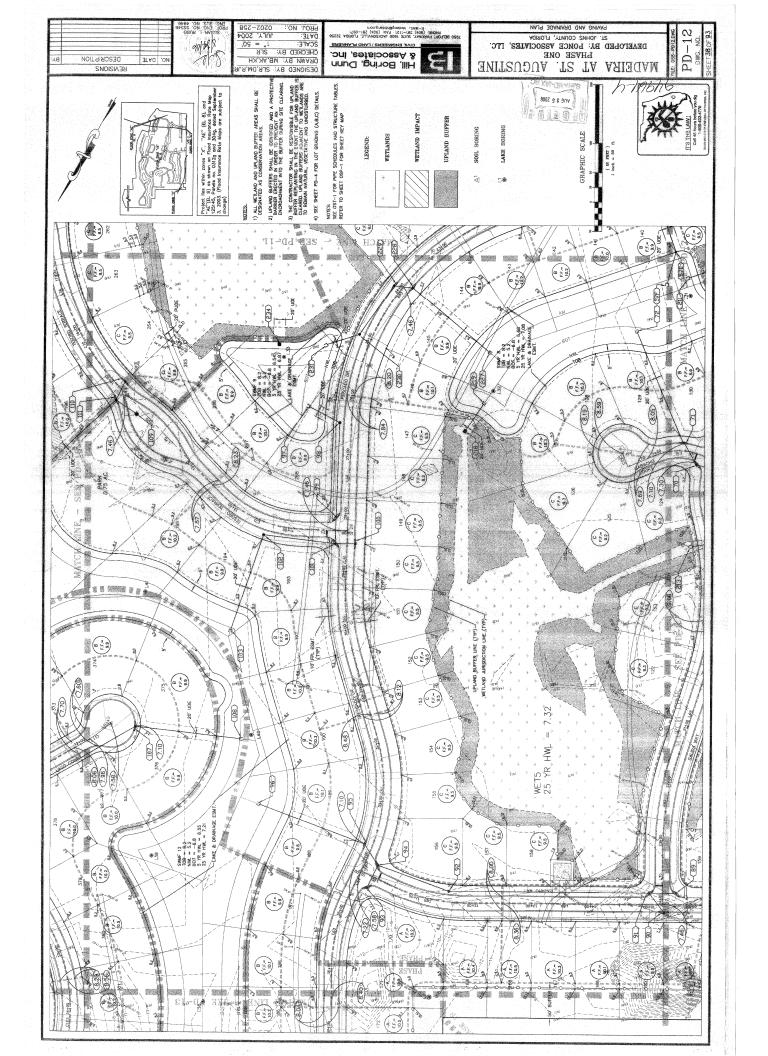
After reviewing the plan sheets, attached to the back of this report and considering the elevation relationships between the normal water level (NWL) of Pond 12, 5 year stage elevation, and 25 year stage elevation to the grate height of inlet 109 within the Tesoro median, modifying the inlet is not possible and could end up feeding the median with storm water at certain rain events.

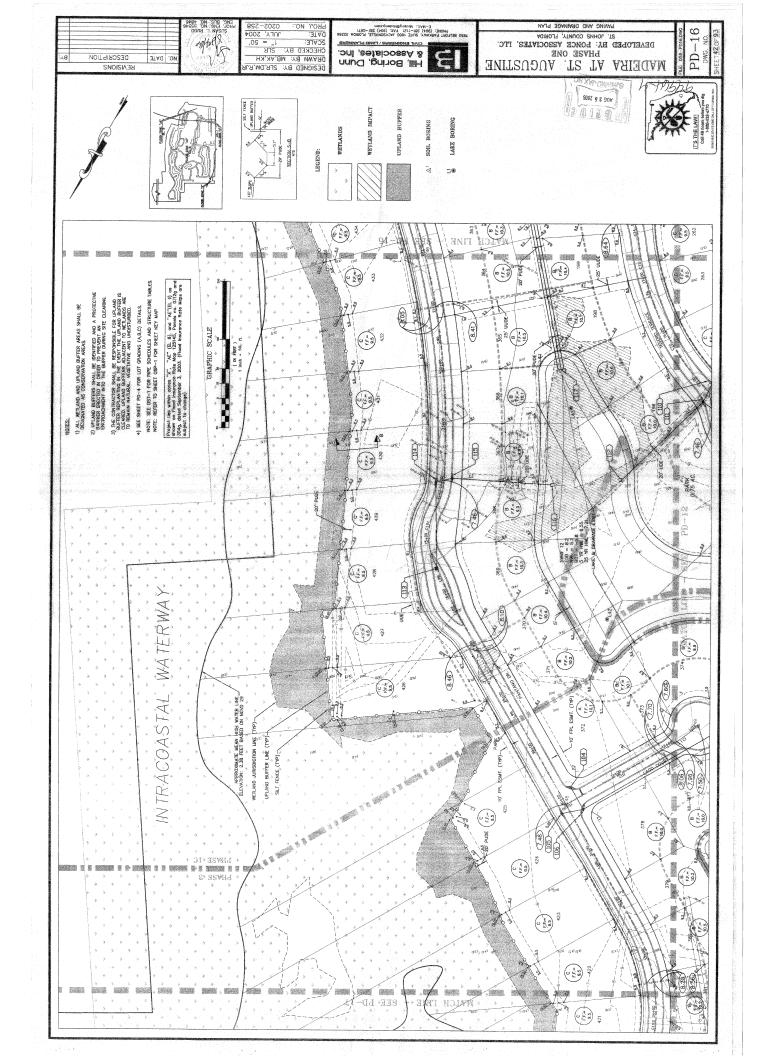
On photo 6571-Rev below, you will see a rough outline in red showing where the median can be backfilled to help raise the low point and feed the inlet sooner while slightly leveling out the lower lying areas within the median island per the Arborist's instructions at the October meeting. This would infill the lowest points by 6"-8" with non-compacted soil and taper into the existing surrounding grade. If the first lift is installed and left to self-compact over the recommended timeframe stated by the Arborist, and does not meet the satisfaction of the residents and board, a second 6"-8" lift may be installed which would bring the grade surrounding inlet 109 to nearly flush with the inlet top, thus nearly eliminating the accumulation of storm water within the space, and forcing it into inlet 109.

Other than this solution to assist in evacuating standing storm water within the median, there is not much else that can be done as the system was designed to operate this way.



Photo 6571 - Rev





	STRUCT	TOP	INAGE ST			LE	300	DEATH	
TRUCI	TYPE	EL		RT ELEVA			SLOT	DRAIN	
1	CI	7.60	N -	S	E 3.05	W	EL	(ACRES)	
2	CI	7.60	3.75	_	3.85	3.75		0.60	
3	CI	7.60	-	_	3.60	-	_	0.60	9
4	MES	7.60	-2.75	3.56	-	3.52		0.60	
5	(2)MES	-	-6.00	-2.84		-		0.00	
7	(2)MES	_	-	-6.11		_		0.00	
-8	(2)MES				0.20			0 00	
-9-	(2)MES	8.30			-0.08	0.08		0.00	
11	CI	7.64				0.03		0.00	
12_	CI	7.64	4.39			4 1 4		1.60	
13	CI	7.64	-	4.23	4.06	2.98		0.52	
14	CI	8.60	-		2.83	2.83	-	0.00	
15	CI	7.64	4.39		-	_	-	0.53	
16	MES	7.04	-4.00	4 33	2.70			0.47	
18	TYPE C	7.00		-4.07		3.75		0.00	
19	TYPE C	7.00	-	_	3.43	3.18		0.25	
20	TYPE C	8.40	-	-	_	5.15	-	0.61	
21	TYPE C	7.76	1 16	4.97	4.97	_	~	0.40	
22	CI	7.46	4.46	2.46	2.96	-		0.20	
24	TYPE C	7.00	-	2.42		3.75		0.36	
25	CI	7.46	_	_	3.61	3.61		0.35	
26	CI	7.46	2.36	-	3.51	1.86		0.26	
27	MES	-	_	_	1.82	-	_	0.00	
28	CI	7.30	-			3.85		0.92	
30	MES	7.30	-		3.79	3.04	_	1.38	
31	(3)MES		0.70		2.83	-	_	0.00	
32	(3)MES			0.66				0.00	
33	CI	7.10	3.85	-	_			0.00	
34	CI	7.10	_	-	3.85	_	_	0.52	
35	(2)MES (2)MES		-	2.98	_	_	-	0.00	
35A 36	CI	7.10	3.10	7.70		_		0.00	
37	MES	7.10	-	3.76	3.51	3.76	-	0.97	
38	MES		1.20			3.37	_	0.00	
38A	MES	_	1.20	1.09	_		-	0.00	
39	MES	_	_	1.20	_	_	_	0.00	
40	MH	8.40	1.17	_	1.17	-	_	0.00	
41	CI	7.10	-	-	1.10	1.10	-	0.67	
43	CI	7.10	3.00	-	3.60	_	-	0.75	
44	CI	7.10	3.02	2.07		3.52	_	1.01	
45	MH	8.27	-	2.97	-5.40 -5.47	1.08	_	0.36	
46	MES	_	_	-	-5.47	-5.47 -5.52	_	0.53	
47	CI	7.40	_	-	-	3.85	_	0.37	
48	CI	7.40	-	_	3.78	3.03	_	0.90	
49 50	MES	7.40	-	_	2.83	_	-	0.00	
51	CI	7.40	-	-	-	1.70	_	0.50	
52	MES	7.40	+	_	1.61	0.86	-	1.40	
53	MES	-	_	_	0.66 3.70	-	-	0.00	
54	МН	8.50	-	_	3.56	3.56	_	0.00	
55	CI	7.10	3.60	_	_	_	_	0.45	
56	CI	7.10	-	3.54	2.76	2.76	_	0.40	
57 7A	CI MH	7.10 8.50	+	-	2.73	2.73	-	0.36	
7B	MH	8.30	-		0.36	2.58		0.00	
7C	CI	7.10	0.46	-	0.30	0.30	-	0.00	
7D	CI	7.10	-1.87	0.38		0.21	_	0.69	
7E	МН	8.20	-1.94	-1.94	-	-	-	0.00	
7F	MES		-	-1.97		-	-	0.00	
58	CI	7.10	-	-	-	0.62	_	0.38	
59	CI	7.10	1 1 7	1.25	_ 	-	-	0.28	
61	CI MH	7.10 8.30	1.17	-0.24 -0.45	0.51	-	-	1.46	
52	MH	7.90	-0.45	-0.45	-	-		1.46	
53	CI	7.10	-	-	-	3.85		0.55	1
64	CI	7.10	-0.71	_	3.77	-1.21	7-	2.92	
55	MES		-	-	-1.37	-	-	0.00	
9	CI	7.30	_	-	4.05	-	-	0.69	1
70	CI	7.30	-		3.71	3.96		0.40	1
71	CI	7.10	-		3.13	3.63	-	1.04	1
72	MES	7.40	-	_		2.89 3.10	-	0.00	1
74	CI	7.40	2.57		3.07	3.10	_	0.88	1
75	MH	8.10	-	2.48	- 3.07	1.98	_	0.00	1
-	TYPE C	7.50	_	1.89	1.89	-	_	0.78	
77	МН	8.60	_	1.81	1.81	-	_	0.00	
A8	TYPE E	7.60	_	-	_	2.77	_	-	
78	CI	7.40	1.68	_	2.68	-2.82	-	0.99	
79	CI	7.40	-	_	-2.84	-3.84		1.45	1
30	MES	-		_	-3.91	- 0.70	_	0.00	1
B1 B2	CI	7.40		- 0.40		0.79	-	0.96	1
33	CI	7.40	-0.47	-0.42	0.69	-0.97	-	2.16 0.84	1
34	CI	7.40	-0.47		0.69	-0.97	-	1.33	1
35	CI	7.40	-	0.65	-	_	_	0.68	1
36	CI	7.40	0.56	-	-0.91	0.09	-	1.02	1
37	MH	8.50	-	-2.18	-1.18	-1.08	_	0.00	1
38	MES	-	-2.27	-	-	-	-	0.00	1
39	CI	7.10	-	-	3.85	-	-	0.72	1
90	CI	7.10	-	3.60	_	-	_	1.37	
	CI	7.10	3.48		2.48	3.74	-	0.48	
	МН	8.20	-		2.18	2.18	-	0.00	
92		7.10	-	3.85		-	-	1.10	
92	CI			_	1.65	2.00	-	0.37	11
92	CI	7.10	2.90				1		-11
92 93 94 95	CI	7.10	2.90		1.11	1.61	-	1.02	1
91 92 93 94 95 96 97	CI						=		

100	STRUCT.	STRUCT.	TOP	AGE STR	T ELEVAT			SLOT	DRAIN
8	NO.	TYPE	EL	N	S	E	W	EL	(ACRES)
	98	МН	8.10	1.18	_	1.18	-	_	0.00
	99	CI	7.10	-2.52	1.11	-	-		0.55
_	100	CI	7.10		-2.54	3 85 2 54	3.77	_	0.38
-	101	MH	8.00	-2.59	-2.54	- 2 34	-2.59	=	0.00
_	103	MES	-	-	-265	-	-	-	0.00
	104	CI	7.10		-	-	-0.40		0.95
_	105_	CI	7.10	-0.22	-0.13	- 0.47	~		0.45
-	106	CI	7.10	-1.30	-0.97	-0.47			0.84
-	108	MES	-	-1.94	-	_	_	_	0.00
H	109	TYPE C	7.10	-	-	3.85	-	_	0.35
	110	CI	7.10	3.85	_	-	_	_	0.38
	111	CI	7.10	3.00	3.77	-	3.75	_	1.31
L	112	MES	7.10	-	2.77	-		_	0.00
_	113	TYPE C	7.10	3.51	3.85	_	3.51		0.51
-	114	CI	7.10	-	_	3.44	2.69	-	1.30
H	116	MES	-	-		2.49	_	-	0.00
	117	MES	-		0.70		_	_	0.00
L	118	MES		0.50	-	-			0.00
L	120	CI	7.10		_	7.70	3.85	-	0.38
L	121	CI	7.10	_	_	3.76	3.51		0.00
ŀ	122	MES	7.10			3.21		 - -	0.69
ŀ	123	CI	7.10	_	1-	3.03	3.53	_	1.64
	125	MES	-	-	-	-	2.84	_	0.00
	126	CI	7.10	_		-	3.85	_	0.39
	127	CI	7.10	-	-	3.71	3.46	-	0.92
	128	MES		_	-	3.16		-	0.00
Ĺ	129	MES		- 0.11	0.16		-	-	0.00
1	129A	MES	7.10	0.11 3.85	3.85			-	0.00
H	130	CI	7.10	3.78	3.85		_	+=	0.39
1	132	(2)MES	7.10	3.62	-		-	 -	0.00
r	133	CI	7.10	-	-	0.61			0.44
r	134	CI	7.10	-	_	0.26	0.51	-	0.52
	135	МН	8.40	-	1.87	-0.90	0.10	_	0.00
Ĺ	135A	TYPE C	6.50	2.00	_	-	-		1.53
F	136	MES	7.10	_	-	7.05	-1.14	-	0.00
H	137	CI	7.10		-	3.85	3.76	+-	0.86
1	138	TYPE C	7.10	1.84	_	3.01	2.84	-	1.06
1	140	MH	8.10	-	1.69	1.69	-	-	0.00
1	141	CI	7.10	1.61	_	-	1.61	_	0.83
	142	CI	7.10	_	-	3.85	-	_	0.45
	143	CI	7.10	-	1.58	1.58	3.76	_	1.03
ŀ	144	MES		- 05	-	-	1.48	_	0.00
ŀ	145	CS		4.13	E PDD-	FOR DI	TAIL -	T	0.00
ŀ	146	MES	7.10	3.85	-	-	 -	+	1.33
1	148	CI	7.10	- 0.00	3.75	3.00	-	+-	0.86
lt	149	CI	7.10	-	-	2.46	2.96	-	1.03
	150	MES	7.10	_	-	-	2.31	-	0.00
	151	DCI		_	3.10	_	_	_	2.41
1	152	MES	_	2.90	-	-	-	_	0.00
$\ \cdot\ $	153	CI	7.10	0.75	-		-	-	0.30
ŀ	154 155	CI	7.10	-	0.64	- 0.71	0.64		0.85
ŀ	156	MH	8.20		-	0.31	0.06		0.00
lŀ	157	CI	7.10	3.85	_	-0.01	-	-	0.00
l	158	CI	7.10	-	3.72	_	3.47	-	1.21
lt	159	MES	_	-	-	3.16	-	_	0.00
	160	CI	7.10	_	-	-	3.85	_	0.45
	161	CI	7.10	_	-	3.76	3.51	_	1.03
I	162	MES	-	-	-	3.19	_	_	0.00
ŀ	163 163A	CI	7.10	2.93	-0.55	-	-	-	0.92
H	163A	TYPE C	7.10	-0.58	3.10	-	- 0.50	, -	0.00
l	165	MH	7.10	-0.58	-1.11		-0.58	3 -	
1	165A	MH	7.90	-1.20	-1.11	-0.61	-1.20) -	0.00
	166	TYPE C		3.10	_	-	-1.20	-	0.00
	167	TYPE C	7.10	-	2.88	_			
	167A	DCI	7.10	-	_	3.10	-	_	
	168	MH	8.20	-1.54	_	-1.54		_	
	168A 169	CI	7.10	-	-	3.06			1.17
	169A	CI MES	7.10	-	-1.60	_	-3.3		
	170	CI	7.10	+=	-	7 70	2.78		
1	171	MH	7.10	+	+-	-3.36			
	172	MES	7.00	-	+	-3.38		8 -	
-	173	CI	7.10	-	_	-3.9	_	5 -	- 0.00 - 0.46
	174	CI	7.10	_	_	3.76			- 1.09
1	175	CI	7.10	-	3.85		-	_	- 0.73
1	176	CI	7.10	3.78		-	_		- 0.48
	177	MH	8.30	3.17	_	3.26			- 0.00
1	178	MES	-	-	_	2.62			- 0.00
	180		7	6.06					0.00
	181	CI	7.40		_	3.10			- 1.15
	182	CI	7.40	-		3.06			- 1.26
	183	MES	7.40	-		7.40			- 0.00
	184	DCI	7.40	-		3.10		_	- 1.79
	186	MES	7.40	_		2.57			- 1.94
	187	MES	-	1 20	_				- 0.00
	188	MH	8.60	1.20		1 10			- 0.00
	188A		8.20		1.10	1.10) –		0.00
	189	MH	8.30	4.65	4.48			4	- 0.3
	190	CI	7.40		4.48				- 0.00
	191		7.40			0.9.	0.9		- 1.6° - 0.7
	192	_	7.40			0 -	0.8	_	- 0.7
	193	MES							

STRUCT TE NO. T 200

207

211 1

1 223 4

1

CI CS MH MES DCI NOTE:

SLOT DST. MADEIRA AT ST. AUGUSTINE DESIGNED BY: SLR, DM, RJI REVISIONS Hill, Boring, Dunn DRAWN BY: MB, AK, KH NO. DATE DESCRIPTION PHASE ONE & Associates, Inc. DEVELOPED BY: PONCE ASSOCIATES, LLC. CHECKED BY: SLR SCALE: N/A ST. JOHNS COUNTY, FLORIDA

7950 BELFORT PARKWAY, SUITE 1600 JACKSONVILLE, FLORIDA 32256 PHONE: (904) 281-1121 FAX: (904) 281-0971 E-MAIL: hbdeng@hbdeng.com

DRAINAGE STRUCTURE AND PIPES TABLE

DATE:

PROJ. NO.:

JULY, 2004

0202-258

October



Mowing Services

			Mov	ving S	Servi	ces								
Mowing St Augustine	10_31	11_6	11_13	11_20										
Mowing Bahia	Υ	NA	NA	NA										
Edging	h	s	h	s										
Blowing	у	у	у	у										
Weeding	n	n	n p	n										
-		s= soft e	dge		H=hard	edge		N=	non selec	tive	P=pullin	g		
	Detail Services													
Trimming	11_12													
Weeding														
			Agro	nom	ic Se	rvice	S							
Fertilization	11_18													
Insecticide														
Fungicide														
Herbicide	11_18T	11_20T												
				T=Turf			S=Shrub							
			Irrig	ation	Servi	ce								
Inspection Date	11_25													

Mowing of Turf is slowing down as cold snap at beginning of November has stopped Bahia growth					
Weed treatment to turf is occuring the 18th and 20th					
Irrigation inspection is scheduled for the 25th					

Madeira Report for November and December

Palm fertilization and rose fertilization will occur during the week of December 15th. The growth of grass has slowed down, so we will begin the cutbacks on wood lines in December, starting with Maralinda and Lemego.

Pine straw installation is tentatively scheduled for early January. Next year, we will be using a new product to prevent chinch bugs. This new product offers the best chance for success, as the current "Gold Standard" product, Arena, has started to fail in North Central Florida. The application of this new product will take place in April or May, depending on environmental conditions at that time.

During our last meeting, I received an email regarding the timing of trimming the ornamental grass in the Tesoro Park area. This trimming is typically recommended for late February or March. We will proceed with this trimming, followed by the application of a preemergent herbicide to control weed growth in that area. A herbicide application has already been completed on the turf, and I expect to see results within the next two to four weeks.



Date: 11/18/2025 From: Brandon Nelson

Proposal #: 633775

Maralinda Dr & US 1 St. Augustine, FL 32095

LOCATION OF PROPERTY

Landscape Enhancement Proposal for **Madeira CDD**

Ben Pfuhl
Rizzetta & Company, Inc.
2806 N. 5th St
St. Augustine, FL 32084
bpfuhl@rizzetta.com

Madeira Palm Trimming

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Madeira Palm Trimming	1	\$6,120.00	\$6,120.00

The Trimming of 29 Specialty Palms and 56 Standard Palms on the map. This includes trimming and debris disposal.

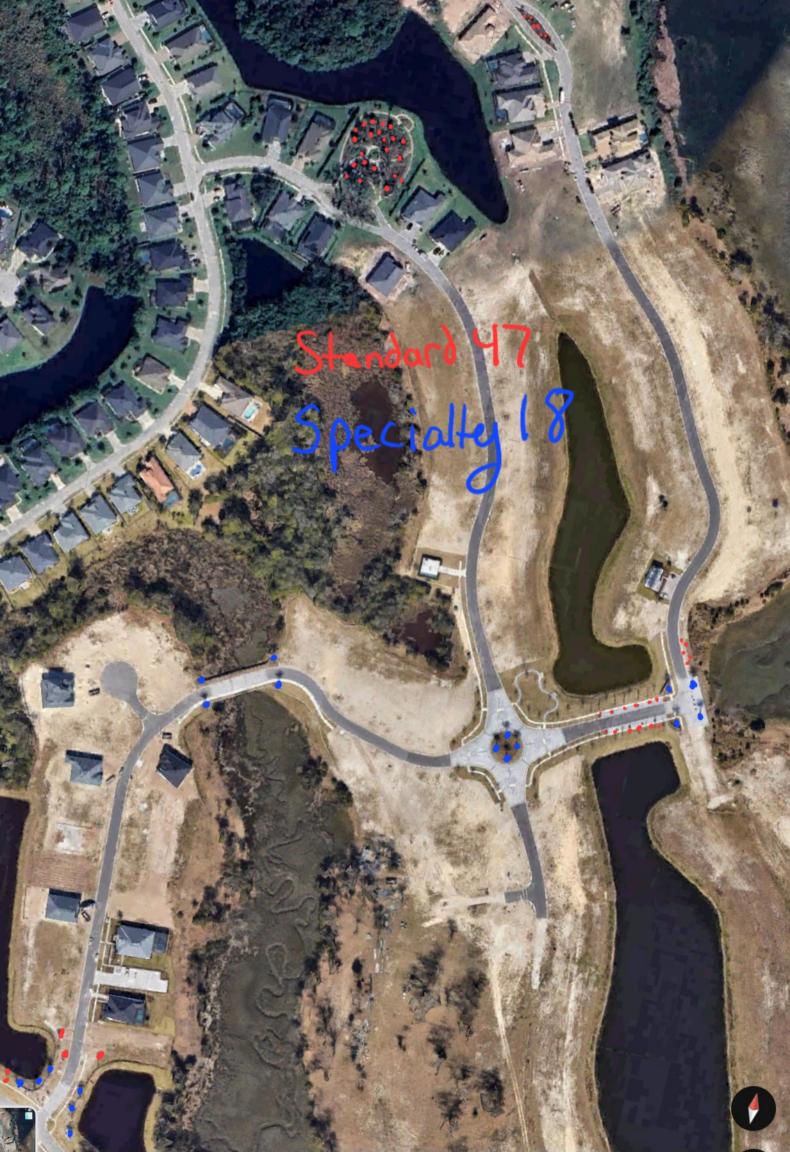
Terms and Conditions: Signature below authorizes Yellowstone to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

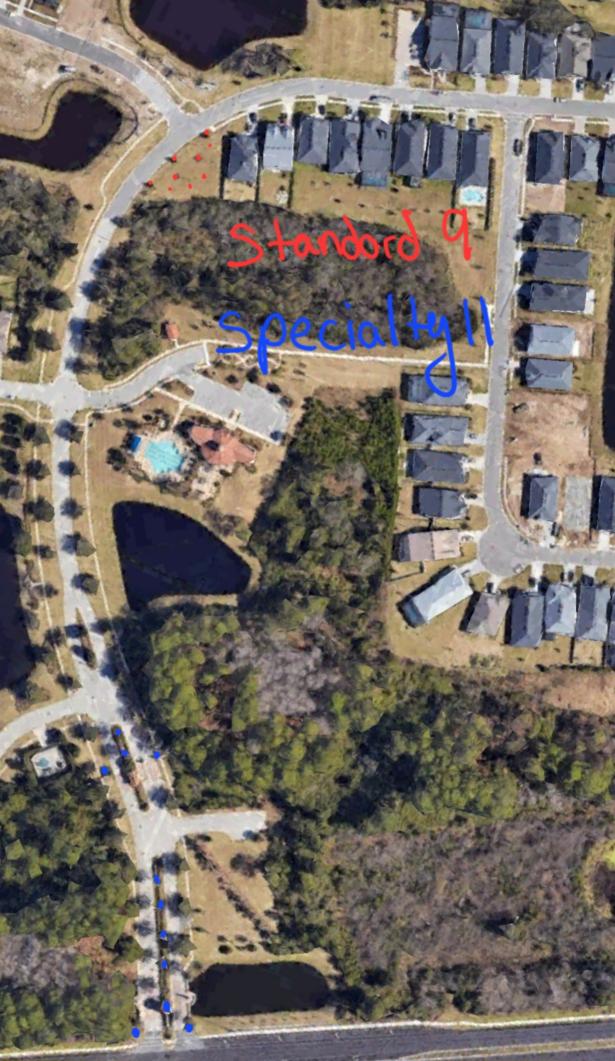
Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

	AUTHORIZATION TO PERFORM WORK:
Ву	
	Print Name/Title
Date	
	Madeira CDD

Proposal Total	\$6,120.00
Sales Tax	\$0.00
Subtotal	\$6,120.00

THIS IS NOT AN INVOICE







Proposal #: 629573 Date: 11/7/2025

From: Chuck Speare

Landscape Enhancement Proposal for Madeira CDD

Ben Pfuhl Rizzetta & Company, Inc. 2806 N. 5th St St. Augustine, FL 32084 bpfuhl@rizzetta.com

LOCATION OF PROPERTY

Maralinda Dr & US 1 St. Augustine, FL 32095

replace clock 1

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Irrigation Labor	2	\$75.00	\$150.00
irrigation parts	1	\$1,858.00	\$1,858.00

replace clock 1 to upgrade system to hunter controller also will enhance wet checks and techs be able to use remote system.

Terms and Conditions: Signature below authorizes Yellowstone to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

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

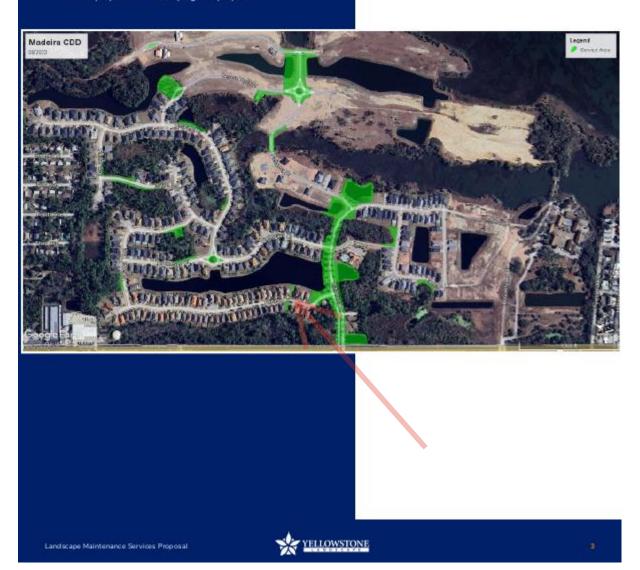
	AUTHORIZATION TO PERFORM WORK:
Ву	
	Print Name/Title
Date	
	Madeira CDD

Subtotal	\$2,008.00
Sales Tax	\$0.00
Proposal Total	\$2,008.00

THIS IS NOT AN INVOICE

SERVICE MAP

The image below depicts the boundaries of the serviceable areas of your landscape as understood for the purposes of developing this proposal.





The Gate Store, Inc. 1230 N US Highway 1, Unit 11 Ormond Beach, FL 32174

thegatestoreinc@gmail.com 386-333-9375

August 23, 2025

Dear Madeira CDD,

As your trusted partner in gate and access control since 2018, we highly value the strong relationship we have built with you. Our commitment to delivering professional and timely service while maintaining competitive prices has always been central to The Gate Store's (TGS) business practices.

However, due to significant increases in the costs of materials, parts, and service supplies since March of this year, we must adjust the pricing for the service maintenance program that TGS offers.

Starting January 1, 2026, there will be an increase in the price of your community's service maintenance program by \$5.00 per month.

This adjustment allows us to maintain our quality standards and continue providing you with the exceptional service you expect. Please understand that this decision was made after careful consideration of various alternatives. We remain dedicated to finding operational efficiencies and implementing cost-saving measures throughout our company to minimize the impact on our valued clients.

We sincerely appreciate your understanding and continued partnership. If you have any questions about these changes or wish to discuss your community's specific needs, please feel free to contact us.

Best regards,

Mike Roesch and Daniel Vera



The Gate Store, Inc. 1230 N US Highway 1, Unit 11 Ormond Beach, FL 32174

thegatestoreinc@gmail.com 386-333-9375

GATE MAINTENANCE AND SERVICE CONTRACT

Scope of Services: Lubricating gate hinges and drive components. Check and adjust all chains, belts, torque limiters, pulleys, and limit cams. Inspect the gates for any vehicle damage and alignment. Check overall gate functions and timings. Testing the battery backup systems. Testing safety devices and sensors. Testing and servicing access devices. Testing and adjusting the telephone entry system and programming the opener functions and parameters.

Technical Checklist: Each visit will include a checklist of the gate maintenance details provided with the invoice. Including repair reports made during services and suggested repairs detailed by the technician: remaining parts allowance and free visits as per your contract for the year. The list may include all equipment associated with the gate system, brands of the equipment, serial numbers, age of the equipment, and the manufacturer's warranty.

Benefits of Bi-Monthly Contract: 5 free service calls (M-F 9 AM to 5 PM) and **\$250** in parts credit on a calendar year. Priority on service calls and quotes. Comprehensive checklist report with every interval service. Free phone support for gate hardware and software.

Contract Does Not Include: Damage caused by the gates being hit by vehicles, vandalism, or an act of God. Additional equipment has been added to the gate system. Pest or critter control and removal. Any work needed for the Pedestrian gates. Service calls on Saturday or Sunday.

Contract Termination: This agreement does not terminate automatically and will continue annually unless otherwise changed by TGS. The HOA must provide a written notice 30 days before the expected cancellation date to discontinue.

•	
Name of the community - Madeira CDD	
Number of barrier arm gates - 0	
Number of swing gates - 5	
Dollar amount per service - \$255	
Number of services per year - 6	
Total dollar amount per year - \$1,530	
Total annual savings:5 free calls @ \$300 per service call	+ \$250 parts credit = \$1,750
AUTHORIZED BY	
EFFECTIVE DATE	

WATEROUT OF NORTHEAST FLORIDA

6933 Lillian Road Unit #7 Jacksonville, FL 32211 USA +8389786 waterout@comcast.net www.wateroutjax.com



ADDRESS

Owners Association, Inc. St. Augustine, FL 32224

SHIP TO

Maderia of St. Augustine Property Maderia of St. Augustine Property Owners Association, Inc. 11555 Central Parkway Suite 801 11555 Central Parkway Suite 801 St. Augustine, FL 32224

Estimate 1110

DATE 06/09/2025

ACTIVITY QTY RATE **AMOUNT** ACTIVITY QTY RATE AMOUNT

SEL Service item 1 29,850.00 29,850.00

MADERIA LANDSCAPE LIGHTING ESTIMATE

MARILINDA MAIN ENTRY Trees and Real Estate Signage along Maralinda Drive

Remount Northside Transformer and add new height adjustment post and clean connections \$450.00 Replace 8 Missing and damaged Tree Lights \$2,500.00

Replace 2 Damaged High Wattage Flood Light Sales Sign Estimated Repair Est: \$950.00

Add 14 - 1 ft high exposed Bronze Aluminum Posts with Decorative caps embedded in a concrete base to raise LED Lights to avoid further Grass Cutting damage to fixtures \$200.00 each \$2,800.00

TOTAL ESTIMATED MAIN ENTRY AREA \$6,700.00

TESORO PARK - Estimate for LED Light Replacement and adjustments

Remove and replace Existing linear Path Lights with 18 new surface mounted fixtures to prevent future landscaper damage. Note: These surface lights will be lower under landscaper mower blades to prevent future damage. \$5,700.00

Replace 4 Damaged and readjust all Tree Lighting Fixtures \$1,200.00

Replace and reinstall 3 missing and damaged Bronze ACCENT Tree Lighting in Traffic Island that are missing and damaged.

These 3 New Lights to be installed on bronze aluminum posts and concrete embedded to prevent future lawn mower and cutting damage \$1,800.00

TOTAL ESTIMATED TESORO PARK AREA \$8,700.00

ESTUARIES Madeira Entry Feature - Pasarela Drive Estimate for Repairs

Troubleshooting for Tree light repairs - \$450.00 Replace 2 wall wash Lights at Sign \$400.00 TOTAL ESTIMATED ESTUARIES \$850.00

PASARELA AND PANTANO AREA

Add 6 Palm Tree Lights for south side Palms \$2,400.00 Add 1 - NEW 12 Volt Transformer and new feed wire to Marsh side \$1,700.00

Add 4 Large Tree Palm Lights marsh side deck \$1800.00 Install 12 New concrete embedded Aluminum Posts to raise Landscape Tree Lights to avoid lawn mower and Trimming Damage \$3,000.00

TOTAL ESTIMATED PASARELA PANTANO AREA \$8900.00

GUARD GATE ENTRY LIGHTING

1 New Transformer \$800.00 2 Wall Wash Lighting \$600.00 6 New Bush Accent \$1,500.00 4 Large Tree Palm Lights for 2 Queen Palms \$1,800.00 TOTAL GATE ENTRY \$4,700.00 Accepted By

Accepted Date



Proposal Number:

Date of Proposal:

KC-45424

Nov 3rd, 2025

Rizzetta & Company

2806 North 5th Street St. Augustine, FL 32084

Lesley Gallagher,

Thank you for your interest in our facility services.

On the following pages you will find our proposal for various services. Should you wish to proceed with any service listed, please mark the box below the desired frequency. In the case that you do not wish to proceed with any service listed, please mark the box below the "None" column within the table.

Once the submitted document is received and processed, a member of our Operations Team will reach out to schedule the service.

If you have any questions, my contact information is listed below.

We look forward to the partnership with your company.

Thank you,

Jason Krynock



jason.krynock@keptcompanies.com

(904) 832-0635

Madeira	Trip Charge:	Minimum Charge:
184 Maralinda Drive St. Augustine, FL 32095	\$0.00	\$0.00

Building: Paint

Labor and Materials to Paint 10 metal Posts, 5 Gate Hinge Braces and Black Metal Fence.

Prep, Prime and Paint 1 coat Primer 2 Coats Top Coat

*FSC of 11% is added at invoicing.

Total with FSC: \$3,219.00

On Call*	None
1 unit \$2,900.00 ea	

Sign: Paint

Option: Paint Lettering at Entry, both sides of monument sign.

Prep, Spot Prime and Top Coat 2 coats.

*FSC of 11% added at invoicing.

Total with FSC: \$549.50

On Call*	None
1 unit \$495.00 ea	

*The selection of On Call service frequency is subject to a \$25.00 service charge and a credit card must be stored for billing purposes if no recurring services are selected. All On Call services are billed upon completion of services.

Terms & Conditions

Conditions for Proposal: Prices are valid for 30 days from receipt of this proposal. All proposed work will be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. Kept Companies is authorized to do the above-described work, and payment will be Net 30. Prices do NOT include applicable state tax, fuel surcharges and or local ordinance surcharges (\$3.00) unless otherwise specified above. Cancellation of service with no notice will result in a trip charge. A minimum notice of 8 hours is required for cancellation of any service. Kept Companies is comprehensively insured and quarantees all work performed.

comprehensively insured	a and gaarantees an work performed.	
I agree to all of the abo surcharge rates.	ove Terms & Conditions including all a	applicable fuel Initial
Approval & Sign	nature	
		ry and are hereby accepted. Kept Companies represents my acceptance of this proposal.
PLEASE SIGN & DAT	ΓE	
Signature	Title / Position	 Date

























FPL Work Request Number: 13885234

LED LIGHTING AGREEMENT

In accordance with the following terms and conditions, <u>Madeira CDD</u> (hereinafter called the Customer), requests on this <u>29th</u> day of <u>July</u>, <u>2024</u>, from FLORIDA POWER & LIGHT COMPANY (hereinafter called FPL), a corporation organized and existing under the laws of the State of Florida, the following installation or modification of lighting facilities at (general boundaries) <u>Madeira Phase 2C unit 1 & 2 WR</u> 13885234 located in Saint Augustine, Florida.

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

Fixture Description ⁽¹⁾	Watts	Lumens	Color Temperature	# Installed	# Removed
Traditional Carriage (Town & Country) - W/Side Panels	39	3600	4K	11	
· .					
•					
			•		

⁽¹⁾ Catalog of available fixtures and the assigned billing tier for each can be viewed at www.fpl.com/led

Pole Description	# Installed	# Removed
20' Standard Black Fiberglass	11	
		·

⁽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:

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 \$35.06 These charges may be adjusted subject to review and approval by the FPSC.
- 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 necessaryfor 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 trenchlocations, drainage of rights-of-way or good and sufficient easements required by FPL to accommodate the lighting facilities.
- 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. Paymentshall 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.
- 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 orbreach of this Agreement, the Customer shall be responsible for paying to FPL an amount equal to the original installed cost of thefacilities provided by FPL under this agreement less any salvage value and any depreciation (based on current depreciation ratesapproved 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 supplyelectric 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:

Madeira CDD Customer (Print or type name of Organization)	FLORIDA POWER & LIGHT COMPANY	
Ву:	Ву:	
Signature (Authorized Representative)	(Signature)	
	Chris Venoy	
(Print or type name)	(Print or type name)	
Title:	Title: FPL LT-1 Representative	

