



Rizzetta & Company

# Madeira Community Development District

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**Board of Supervisors' Meeting  
February 24, 2026**

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

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

<b>Board of Supervisors</b>	Brian Riddle Michael Guida Gary Brownell Orville Dothage, III Laurie Collier	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
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<b>District Manager</b>	Lesley Galagher	Rizzetta & Company, Inc.
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<b>District Counsel</b>	Wes Haber	Kutak Rock, LLP
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<b>District Engineer</b>	Alex Acree Mike Silverstein	Matthews – DCCM Matthews – DCCM
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**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

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

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**Board of Supervisors**  
**Madeira Community**  
**Development District**

**February 17, 2026**

## **FINAL AGENDA**

The **regular** meeting of the Board of Supervisors of Madeira Community Development District will be held on **February 24, 2026, 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 the Workshop Meeting held on January 20, 2026 ..... Tab 1
  - B. Consideration of the Minutes of the Board of Supervisors' Meeting held on January 27, 2026 ..... Tab 2
  - C. Ratification of Operation & Maintenance Expenditures for December 2025 and January 2026 ..... Tab 3
  - D. Ratification of CR2 S2025 AA2 ..... Tab 4
  - E. Ratification of CR3 S2025 AA2 ..... Tab 5
- 4. STAFF REPORTS - PART A**
  - A. District Engineer ..... Tab 6
    1. Consideration of Public Facilities Report Proposal
  - B. Landscape Manager – Yellowstone Report ..... Tab 7
    1. Consideration of Irrigation Repair Proposal(s)
    2. Consideration of Landscape Enhancement Proposal(s)
  - C. Pond Report
- 5. BUSINESS ITEMS**
  - A. Consideration of Sidewalk/ADA Pad/ Curb Repair Proposals – *Under Separate Cover*
  - B. Sidewalk Review of Pescado, Tesoro Terrace, Pajaro Way and Salida Way – *Presented by Supervisor Collier – Under Separate Cover*
  - C. Discussion Regarding Pressure Washing Scope
  - D. Consideration of Resolution 2026-03; Regarding General Election ..... Tab 8
  - E. Consideration of WaterOut Path Lighting Proposal ..... Tab 9
  - F. Consideration of Phase 1 Road Striping Proposal(s) ..... Tab 10
  - G. Update on Gate Project Status and Lighting
  - H. Discussion Regarding Field Services
  - I. Discussion Regarding Sidewalk Damage
  - J. Discussion Regarding Additional Dog Waste Stations and Trash Removal
- 6. STAFF REPORTS – PART B**
  - A. District Counsel
  - B. District Manager
- 7. SUPERVISOR REQUESTS & AUDIENCE COMMENTS**
- 8. BUSINESS ITEMS – Part B \***
  - A. Discussion Regarding District Security
    - 1.) Gate
    - 2.) Envera Agreement

**\*Note: In accordance with Sections 119.071(3)(a) and 286.0113(1), Florida Statutes, a portion of the meeting will be closed to the public, as it relates to details of the District's security system plan. The closed session may occur at any time during the meeting and is expected to last approximately thirty (30) minutes but may end earlier or extend longer.**

**9. 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

# INUTES 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 **workshop** meeting of the Madeira Community Development District was held on **January 20, 2026, at 6:00 p.m.** at the St. Augustine - 184 Maralinda Drive, St. Augustine, FL 32095

### Attendance:

**Board Supervisor, Chairman**  
**Board Supervisor, Vice Chairman**  
**Board Supervisor, Assistant Secretary**  
**Board Supervisor, Assistant Secretary**

Also present were:

Bill Lanius  
Doug Maier  
Mike Braren

**Arendale Holdings**  
**Arendale Holdings**  
**Commercial Developer**

Members of the public were present.

Beginning at 6:30 p.m. Mr. Riddle introduced the Madeira CDD Board members present and provided an overview of the Community Development District's responsibilities within Madeira. It was noted that the District held ten meetings during calendar year 2025.

Mr. Guida discussed the lakes contract change and challenges experienced at the beginning of 2025, including a fish kill and algae issues on Lake 8. Mr. Guida shared that water quality has greatly improved and that the District is now addressing some bank erosion issues.

Mr. Brownell discussed the new gate installation and front entrance improvements currently being made. Mr. Brownell also stated that he has reached out to the Police Department to obtain recommendations regarding traffic calming.

Ms. Collier discussed the work that has been completed related to storm drain replacements and noted that other areas are currently being evaluated by the District Engineer. Ms. Collier also shared that benches and trash receptacles were replaced in all CDD-controlled areas.

47  
48 Mr. Riddle shared that the District is continuing with Yellowstone and stated that they  
49 have done a very good job since the contract was renewed.

50  
51 Mr. Lanius provided an overview on behalf of the residential developer.

52  
53 Mr. Braren provided an overview on behalf of the commercial developer.

54  
55 The workshop meeting adjourned at 7:55 p.m.

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MADEIRA COMMUNITY DEVELOPMENT DISTRICT  
January 20, 2026, Workshop Meeting Minutes  
Page 3

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

DRAFT

## Tab 2

1 **MINUTES OF MEETING**  
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3 *Each person who decides to appeal any decision made by the Board with respect to any matter  
4 considered at the meeting is advised that the person may need to ensure that a verbatim record of  
5 the proceedings is made, including the testimony and evidence upon which such appeal is to be  
6 based.*

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8 **MADEIRA**  
9 **COMMUNITY DEVELOPMENT DISTRICT**  
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11 The regular meeting of the Board of Supervisors of Madeira Community Development District  
12 was held on **January 27, 2026, at 10:00 a.m.** at the St. Augustine - St. Johns County Airport  
13 Authority, 4730 Casa Cola Way, St. Augustine, FL 32095.  
14

15 **Attendance:**

16 Brian Riddle **Board Supervisor, Chairman**  
17 Michael Guida **Board Supervisor, Vice Chairman**  
18 Gary Brownell **Board Supervisor, Assistant Secretary**  
19 Laurie Collier **Board Supervisor, Assistant Secretary**  
20 Orville Dothage **Board Supervisor, Assistant Secretary** – *(Joined meeting in progress  
21 by phone)*  
22

23 Also present were:  
24

25 Lesley Gallagher **District Manager, Rizzetta & Company, Inc.**  
26 Wes Haber **District Counsel, Kutak Rock, LLP (Speaker Phone)**  
27 Mike Silverstein **District Engineer, Matthews Design**  
28 Steve Stershic **Branch Manager, Yellowstone Landscape**  
29 Bill Lanius **Arendale Holdings**  
30 Doug Maier **Arendale Holdings**  
31 John Pastore **President, Bluewater Environmental**  
32

33 Audience present.  
34

35 **FIRST ORDER OF BUSINESS**

**CALL TO ORDER/ROLL CALL**

37 Mr. Riddle called the meeting to order at 10:00 a.m. and read the roll.  
38

39 **SECOND ORDER OF BUSINESS**

**AUDIENCE COMMENTS ON AGENDA  
40 ITEMS**

42 Audience comments were heard on the requested changes to the minutes, the audit deadline  
43 and the fuel surcharge on the Kept Companies proposal.  
44

47                   **THIRD ORDER OF BUSINESS**

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50                   **CONSIDERATION OF MINUTES OF THE**  
                         **BOARD OF SUPERVISORS' REGULAR**  
                         **MEETING HELD ON DECEMBER 2, 2025**

51  
52  
53                   On a motion by Mr. Guida, seconded by Ms. Collier, with all in favor, the Board  
54                   approved the Minutes of the Board of Supervisors' Regular Meeting held December  
55                   2, 2025, as amended to incorporate changes requested by the audience, for Madeira  
56                   Community Development District.

57                   **FOURTH ORDER OF BUSINESS**

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59                   **RATIFICATION OF OPERATION &**  
60                   **MAINTENANCE EXPENDITURES FOR**  
61                   **NOVEMBER 2025**

62                   On a motion by Ms. Collier, seconded by Mr. Brownell, with all in favor, the Board  
63                   ratified the Operation & Maintenance Expenditures for November 2025 in the amount  
64                   of \$83,476.74, for Madeira Community Development District.

65                   **FIFTH ORDER OF BUSINESS**

66                   **STAFF REPORTS – PART A**

67                   **A. District Engineer**

68                   **1. Presentation of WMD Pond Inspection Report – *Under Separate Cover***

69                   Mr. Silverstein from DCCM reviewed the Water Management District (WMD) inspection report to  
70                   be held on file with the CDD noting that the only immediate item that needs to be resolved is  
71                   that there is a draw-down pipe that needs to be reversed to allow his firm to sign off on the  
72                   inspection report. Mr. Pastore with Bluewater Environmental has also received a copy of the  
73                   report.

74                   **2. Update on Underdrain Repairs on Pintoresco and Portada**

75                   Mr. Silverstein provided an update that the underdrain repairs had been completed and payment  
76                   had been recommended. Supervisor Collier also confirmed that the invoice from Ground Control  
77                   for this work should be paid.

78                   **3. Discussion on Special Project Billing**

79  
80                   Discussion ensued regarding billing for special projects and it was decided that moving forward  
81                   invoices would specifically identify any work for special projects and the billing amount to better  
82                   track these expenses.

86  
87 The board authorized the payment of the outstanding DCCM/Matthews invoices #194382,  
88 #194145, #194447 and #194500 totaling \$15,714.33.

89  
90 \**The board then moved to agenda item 5B – Consideration of Sidewalk Repair Proposals*

91  
92 **SIXTH ORDER OF BUSINESS**

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94  
95 **CONSIDERATION OF SIDEWALK  
96 REPAIR PROPOSALS (TO ALSO  
97 INCLUDE ADA PADS IF REQUIRED) –  
98 *UNDER SEPARATE COVER***

99  
100 \**Mr. Dothage joined the meeting in progress.*

101 The Board authorized Ms. Collier to work with Mr. Silverstein to revise the needs action report  
102 and expand the scope to include additional repairs in other areas that have been brought to her  
103 attention. The Board also directed that the revised scope be sent to multiple companies so repair  
104 proposals can be received for the February meeting.

105  
106 \**The board moved back to agenda item 4B – Landscape Manager Report*

107  
108 \**Mr. Dothage was no longer on the phone line for the meeting.*

109  
110 **SEVENTH ORDER OF BUSINESS**

111 **STAFF REPORTS – PART A**

112  
113 **B. Landscape Manager - Yellowstone Report**

114 Landscape report was reviewed and then moved on to review three proposals from  
115 Yellowstone.

116 **1. Consideration of Landscape Enhancement Proposal(s)**

117 The board tabled the proposal for podocarpus replacement and requested a proposal to remove  
118 the podocarpus and install sod in its place to review at the February meeting.

119  
120 The board moved on to the irrigation repair proposal in the amount of \$1,600.00. It was  
121 requested that this item be tabled while it is confirmed that this repair is on CDD irrigation.

122  
123 On a motion by Mr. Guida, seconded by Ms. Collier, with all in favor, the Board  
124 approved the Yellowstone proposal for the installation of fill dirt in the Tesoro Park  
125 median in the amount of \$1,050.00 based on the recommendation of the District  
126 Engineer, for Madeira Community Development District.

128  
129 Mr. Guida and Mr. Riddle shared concerns regarding non-irrigated areas and weed pressure.  
130  
131

132 **C. Pond Report**

133  
134 Mr. Pastore reviewed his pond report found in the agenda and updated the board that there  
135 could be the potential of fish kills due to the extreme temperatures expected. Mr. Pastore also  
136 updated the board regarding the SOX project and that the bank was stabilized but the sod would  
137 not be installed immediately due to the cold temperatures expected. Mr. Pastore shared that he  
138 will have a final report and that he also reviewed an area at 357 Pintoresco which was  
139 determined to not be a concern.

140  
141  
142 **EIGHTH ORDER OF BUSINESS**

**CONSIDERATION OF AUDIT  
ENGAGEMENT LETTER FISCAL YEAR  
2025**

143  
144 Ms. Gallagher updated the board that the auditor was requesting that the "timing" section of the  
145 addendum be adjusted to reflect the following:

146  
147 **Timing** - The Auditor shall take all necessary steps to ensure the audit is completed in a timely  
148 fashion so that the audit report may be approved by the District's Board of Supervisors and filed  
149 by June 15th after the end of the fiscal year under review, or such earlier date as required by the  
150 applicable trust indenture. The Auditor shall submit a preliminary draft audit report to the district  
151 for review no later than May 15 of the fiscal year that follows the fiscal year for which the audit is  
152 being conducted. Further, the Auditor shall submit a final audit report to the district for review, no  
153 later than June 1 of the fiscal year that follows the fiscal year for which the audit is being  
154 conducted. If the District's Manager timely provides necessary records to perform the audit no  
155 later than February 15th after the end of the fiscal year under review and responds within 10  
156 days of a written request from the Auditor, the failure to timely complete the audit shall result in  
157 the Auditor forfeiting Fifty Percent (%50) of the Auditor's fee.

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161 Mr. Haber had no objection to this revision.

162  
163  
164 On a motion by Mr. Riddle, seconded by Mr. Guida, with all in favor, the Board  
165 approved the audit engagement letter for fiscal year 2025 subject to the revisions to  
166 the timing section of the addendum for Madeira Community Development District.

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173 **NINTH ORDER OF BUSINESS**

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176 The board tabled this item and authorized Mr. Guida to create a scope for pressure washing and  
177 bring this back to the next meeting for review.

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180 **TENTH ORDER OF BUSINESS**

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186 Ms. Collier presented her road review report for the remainder of the board.

187

188

189 The board confirmed for Mr. Lanius that the requisition discussed at the last meeting for Phase  
190 2C may be processed. Mr. Haber confirmed that his firm is working on this package.

191

192

193 **ELEVENTH ORDER OF BUSINESS**

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199 Ms. Collier presented her gutter, curbing and sidewalk review for the remainder of the board.

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202 **TWELFTH ORDER OF BUSINESS**

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209 The board took no direction at this time but would review further at the budget workshop.

210

211 Mr. Lanius noted that the developer would pay for two replacement bonnets now if the CDD

212 would order and request reimbursement for.

213

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**CONSIDERATION OF PRESSURE  
WASHING PROPOSAL**

**DISCUSSION REGARDING ROAD  
REVIEW – PRESENTED BY  
SUPERVISOR COLLIER  
– *UNDER SEPARATE COVER***

**DISCUSSION REGARDING GUTTER,  
CURBING AND SIDEWALK REVIEW  
– PRESENTED BY SUPERVISOR  
COLLIER – *UNDER SEPARATE COVER***

**DISCUSSION REGARDING THE  
PURCHASE OF ADDITIONAL  
BENCHES AND RAIN BONNETS FOR  
TRASH RECEPTACLES**

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219 **THIRTEENTH ORDER OF BUSINESS**

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223 The board provided direction to obtain a proposal for four additional dog waste stations and  
224 service for trash cans. Mr. Riddle noted that he would contact Doody Daddy regarding this.

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227 **FOURTEENTH ORDER OF BUSINESS**

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235 Mr. Collier confirmed that she was requesting no changes to the current responsibilities for  
236 review of underdrains, roadways, sidewalk/curbing repairs/ADA warning pads.  
237 Mr. Guida inquired about the process to remove a supervisor from the board. Mr. Haber  
238 confirmed that a request could be made to that supervisor but only as a request and concerns  
239 may be expressed. Ms. Gallagher was requested to reach out to Mr. Dothage to confirm his  
240 intention to remain on board.

241

242

243 **FIFTEENTH ORDER OF BUSINESS**

244 **DISCUSSION REGARDING ITEMS FOR**  
245 **BUDGET WORKSHOP**

246 Topics for the budget workshop included the following; the use of the Sox product general  
247 stabilization in vulnerable areas vs. repairs and the request for proactive maintenance programs  
248 and inspections with Mr. Silverstein.

249

250 Mr. Guida inquired about a community workshop that would include a walkthrough of the  
251 community. Mr. Haber indicated that this was possible and would need to be noticed with a  
252 published notice including what areas would be covered in the walkthrough, that the workshop  
253 participants would need to stay in a group and talk in a volume so that all participants can hear  
254 and allow for a plan of action if someone arrives late to be directed to the workshop in progress.

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257 **SIXTEENTH ORDER OF BUSINESS**

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259 **A. District Counsel**

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**DISCUSSION REGARDING DOG  
WASTE STATIONS, TRASH REMOVAL  
AND SIGNAGE FOR PANTANO PARK**

**DISCUSSION REGARDING ROAD  
RESPONSIBILITIES/SHARING OF  
RESPONSIBILITIES, UNDERDRAINS,  
ROADWAYS, SIDEWALK/CURBING  
REPAIRS/ADA WARNING PADS**

**DISCUSSION REGARDING ITEMS FOR  
BUDGET WORKSHOP**

**STAFF REPORT – PART B**

Mr. Haber did not have a report but was available to answer questions.

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## B. District Manager

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Ms. Gallagher updated the Board on the following:

267

268 An update on the exit gate strike that occurred on January 31, 2025; her office submitting the  
269 annual DR-504 application; receipt of a Notice of Public Hearing (Exhibit A); new gates being  
270 added to the insurance policy (resulting in an additional premium of \$358.00); and her request  
271 that the Board forward any items they would like reviewed at the budget workshop. Ms.  
272 Gallagher also reviewed several specific budget line items and year-to-date actual figures from  
273 the December financials, as requested.

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## SEVENTEENTH ORDER OF BUSINESS SUPERVISOR REQUESTS & AUDIENCE COMMENTS

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### Supervisor Requests:

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Supervisors had questions about the gate lighting and ethics training.

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### Audience Comments:

281 Public comments were heard on the following items:  
282 New gates, driveway aprons, lack of landscape and landscape maintenance, sidewalks, weeds,  
283 path lights along CDD sidewalk path near amenity center, dog waste stations, community  
284 meeting, kayak launch and advisory committee.

285

*Mr. Brownell left the meeting in progress.*

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Audience comments continued on the budget workshop, maintenance and lifecycle  
288 maintenance, use of the contingency line, second gate, communication and budget  
289 amendments.

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## EIGHTEENTH ORDER OF BUSINESS ADJOURNMENT

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On a motion by Mr. Riddle, seconded by Mr. Guida, with all in favor, the Board  
adjourned the meeting at 12:35 p.m., for Madeira Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

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**Exhibit A**



## LEGAL NOTICE OF PUBLIC HEARING

**"IMPORTANT NOTICE:** Now that the hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date. If the applicant requests a continuance, the decision to grant or deny the request for continuance will be decided by a vote of the board at the scheduled hearing date. The applicant, or a duly authorized representative with authority to bind, should be present at the scheduled hearing date to answer questions from the board regarding the application. **If the board votes to deny the request for a continuance, the hearing on the application will go forward, whether or not the applicant is present,** and could result in a denial of the application if the board finds that the application and supporting documents submitted prior to the meeting do not meet the criteria of the code."

NOTICE IS HEREBY GIVEN OF A PUBLIC HEARING TO BE HELD BY THE PLANNING AND ZONING BOARD OF THE CITY OF ST. AUGUSTINE, TO BE HELD **TUESDAY, FEBRUARY 3, 2026**. THE MEETING BEGINS AT **1:00 PM IN THE ALCAZAR ROOM**, 1ST FLOOR, WEST WING, CITY HALL, 75 KING STREET, ST. AUGUSTINE, FLORIDA, AT WHICH TIME COMMENTS ARE INVITED ON THE FOLLOWING MATTER:

### **CONSERVATION OVERLAY ZONE DEVELOPMENT**

To approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3.

PROPERTY ADDRESS: 725 PANTANO DR, Saint Augustine, FL, 32095

DESCRIBED BY THE ST. JOHNS COUNTY PROPERTY APPRAISER BY LEGAL DESCRIPTION AS: 129/24-31 MADEIRA AT ST AUGUSTINE PHASE 3 LOT 83 OR6168/875

APPLICANT'S NAME: Ryan Carter c/o Carter Environmental Services  
PROPERTY OWNER: TOLL SOUTHEAST LP COMPANY INC  
APPLICATION NUMBER: PZB2026-0002  
PARCEL IDENTIFICATION: 0734330830

*In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by PZB with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the application is to be based. In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone 904-825-1007; 1-800-955-8771 (TDB) or 1-800-955-8770 (V) via Florida Relay Services.*

**To obtain additional information regarding this application, contact the Planning and Building Department at 904-209-4331. Please mail this response form to the Planning and Building Department, City of St. Augustine, 75 King Street, P.O. Box 210, St. Augustine, FL 32085-0210, OR email the form to [PZB@citystaug.com](mailto:PZB@citystaug.com). This form is to be received no later than Monday, February 2, 2026. Board packet information will be available online at <https://citystaug.com> when finalized.**

#### **SURROUNDING PROPERTY OWNER RESPONSE FORM**

IN FAVOR OF APPLICATION

OPPOSED TO APPLICATION

COMMENTS: \_\_\_\_\_

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SIGNATURE

PRINT NAME

ADDRESS

## Tab 3

# 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**  
**December 2025**  
**Presented For Board Approval**

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

The total items being presented: **\$45,692.07**

Approval of Expenditures:

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Chairperson

Vice Chairperson

Assistant Secretary

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>		<u>Invoice Amount</u>
City of St. Augustine	300188	1731424	Water Services 11/25	\$	1.92
City of St. Augustine	300188	1731426	Water Services 11/25	\$	92.58
City of St. Augustine	300188	1735428	Water Services 11/25	\$	487.37
COMCAST	20251215-1	112025- 84957431013189	Internet Services 12/25	\$	116.85
Doody Daddy, LLC	300183	2512-M	Dog Waste Station Supplies & Maintenance 12/25	\$	710.00
First Coast Contract Maintenance Service, LLC	300189	10001	Reimbursable Expenses 12/25	\$	10,637.75
First Coast Contract Maintenance Service, LLC	300189	10002	Miscellaneous Supplies 12/25	\$	2,990.00
Florida Power & Light Company	20251223-1	0442977146- 121025 ACH	Electric Services 11/25	\$	27.59
Florida Power & Light Company	20251202-1	1702726132- 111925 ACH	Electric Services 11/25	\$	27.24
Florida Power & Light Company	20251230-1	1702726132- 121825 ACH	Electric Services 12/25	\$	27.15

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Florida Power & Light Company	20251223-1	1773097140-121025 ACH	Electric Services 11/25	\$ 29.78
Florida Power & Light Company	20251223-1	2802315446-121025 ACH	Electric Services 11/25	\$ 185.24
Florida Power & Light Company	20251223-1	5746344448-121025 ACH	Electric Services 11/25	\$ 130.62
Florida Power & Light Company	20251223-1	6205433060-121025 ACH	Electric Services 11/25	\$ 169.31
Florida Power & Light Company	20251229-1	6930092066-121325 ACH	Electric Services 11/25	\$ 27.15
Florida Power & Light Company	20251223-1	8134119497-121025 ACH	Electric Services 11/25	\$ 2,223.43
Florida Power & Light Company	20251223-1	8172672506-121025 ACH	Electric Services 11/25	\$ 27.31
Florida Power & Light Company	20251223-1	8539487143-121025 ACH	Electric Services 11/25	\$ 27.15
Florida Power & Light Company	20251217-1	9814072501-120525 ACH	Electric Services 11/25	\$ 135.03
Gannett Florida LocaliQ	300185	0007454188	Legal Advertising 11/25	\$ 78.16

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Gary J. Brownell	300173	GB102825-381	Board of Supervisors Meeting 10/28/25	\$ 200.00
Gary J. Brownell	300176	GBrownell120225- 381	Board of Supervisors Meeting 12/02/25	\$ 200.00
Hidden Eyes, LLC	300186	761697	Security Monitoring & Maintenance 12/25	\$ 2,502.00
Hidden Eyes, LLC	300190	763551	Security Monitoring & Maintenance 01/26	\$ 48.00
John Pastore	300180	29504	Mobilization Fee 11/25	\$ 2,576.00
John Pastore	300184	29554	Aquatic Maintenance 11/25	\$ 1,540.00
Laurean J. Collier	300174	LC102825-381	Board of Supervisors Meeting 10/28/25	\$ 200.00
Laurean J. Collier	300177	LCollier120225- 381	Board of Supervisors Meeting 12/02/25	\$ 200.00
Michael P. Guida	300175	MG102825-381	Board of Supervisors Meeting 10/28/25	\$ 200.00
Michael P. Guida	300178	MGuida120225- 381	Board of Supervisors Meeting 12/02/25	\$ 200.00

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2025 Through December 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Orville Lynne Dothage, II	300179	ODothage120225- 381	Board of Supervisors Meeting 12/02/25	\$ 200.00
The Gate Store, Inc.	300187	32588	Gate Maintenance & Repair 12/25	\$ 250.00
Yellowstone Landscape	20251205-1	1017798 ACH	Landscape Maintenance 11/25	\$ 7,833.32
Yellowstone Landscape	20251219-1	1039525 ACH	Landscape Replacement 11/25	\$ 1,549.80
Yellowstone Landscape	20251219-1	1040004 ACH	Landscape Maintenance 12/25	\$ 7,833.32
Yellowstone Landscape	20251219-1	1051922 ACH	Irrigation Repair 12/25	\$ 2,008.00
<b>Report Total</b>				<b>\$ 45,692.07</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  
January 2026  
Presented For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2026 through January 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented: **\$66,672.82**

Approval of Expenditures:

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Chairperson

Vice Chairperson

Assistant Secretary

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2026 Through January 31, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
City of St. Augustine	300202	1749596	Water Services 12/25	\$ 1.92
City of St. Augustine	300203	1749598	Water Services 12/25	\$ 62.41
City of St. Augustine	300201	1753552	Water Services 12/25	\$ 358.45
COMCAST	20260114-1	84957431013189	Internet Services 01/26	\$ 116.85
Doody Daddy, LLC	300194	70-122025 ACH 2601-M	Dog Waste Station Supplies & Maintenance 01/26	\$ 710.00
Egis Insurance Advisors, LLC	300199	31320	Insurance FY25/26	\$ 358.00
Envera Systems	300200	762774	Security Monitoring & Maintenance 01/26	\$ 2,514.00
Florida Power & Light Company	20260122-1	0442977146- 011026 ACH	Electric Services 12/25	\$ 32.99
Florida Power & Light Company	20260122-1	1773097140- 011026 ACH	Electric Services 12/25	\$ 35.25
Florida Power & Light Company	20260122-1	2802315446- 011026 ACH	Electric Services 12/25	\$ 134.39
Florida Power & Light Company	20260122-1	5746344448- 011026 ACH	Electric Services 12/25	\$ 145.65
Florida Power & Light Company	20260122-1	6205433060- 011026 ACH	Electric Services 12/25	\$ 176.50

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2026 Through January 31, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Florida Power & Light Company	20260127-1	6930092066-011426 ACH	Electric Services 12/25	\$ 32.59
Florida Power & Light Company	20260122-1	8134119497-011026 ACH	Electric Services 12/25	\$ 2,603.28
Florida Power & Light Company	20260122-1	8172672506-011026 ACH	Electric Services 12/25	\$ 32.74
Florida Power & Light Company	20260122-1	8539487143-011026 ACH	Electric Services 12/25	\$ 32.59
Florida Power & Light Company	20260121-1	9814072501-010726 ACH	Electric Services 12/25	\$ 156.38
John Pastore	300196	29606	Aquatic Maintenance 12/25	\$ 1,540.00
Matthews Design Group LLC	300204	194145	Engineering Services 10/25	\$ 6,289.72
Matthews Design Group LLC	300204	194382	Engineering Services 11/25	\$ 2,750.00
Matthews Design Group LLC	300197	194396	Engineering Services 11/25	\$ 1,757.32
Matthews Design Group LLC	300205	194447	Engineering Services 12/25	\$ 5,817.80
Matthews Design Group LLC	300204	194500	Engineering Services 12/25	\$ 856.81
Matthews Design Group LLC	300197	194504	Engineering Services 12/25	\$ 1,051.91

# Madeira Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2026 Through January 31, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta & Company, Inc.	300191	INV0000105304	District Management Fees 12/25	\$ 5,024.00
Rizzetta & Company, Inc.	300192	INV0000106224	District Management Fees 01/26	\$ 4,984.00
St. Johns County Airport Authority	300198	381-012726 BOS	BOS Meeting Room Fee 01/26	\$ 100.00
The Gate Store, Inc.	300195	7512-B	Gate Maintenance & Repair 01/26	\$ 1,250.00
Waterout of Northeast Florida, Inc	300193	06-0524-944	Landscape Maintenance 12/25	\$ 12,575.00
Yellowstone Landscape	20260120-1	1059755 ACH	Irrigation Repair 11/25	\$ 843.95
Yellowstone Landscape	20260120-1	1061322 ACH	Landscape Maintenance 12/25	\$ 375.00
Yellowstone Landscape	20260120-1	1063943 ACH	Tree Services 12/25	\$ 6,120.00
Yellowstone Landscape	20260120-1	1064122 ACH	Landscape Maintenance 01/26	\$ 7,833.32
<b>Report Total</b>				<b>\$ 66,672.82</b>

## Tab 4

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

October 29, 2025

**U.S. BANK NATIONAL ASSOCIATION**

Madeira Capital Improvement Revenue Bonds (Assessment Area 2), Series 2025  
Corporate Trust Services  
Attention: Lori Pardee-Cushing  
60 Livingston Avenue, 3<sup>rd</sup> Floor  
EP-MN-WS3T  
St. Paul, MN 55107

RE: Madeira Community Development District  
Capital Improvement Revenue Bonds (Assessment Area 2), Series 2025

Dear Trustee:

Below please find a table detailing the enclosed requisition(s) ready for payment from the District's Acquisition & Construction Fund #292221005.

**PLEASE EXPEDITE PAYMENT TO THE PAYEE(S) VIA USPS**

REQUISITION NO.	PAYEE	AMOUNT
CR 2	Kutak Rock, LLP	\$916.50

If you have any questions regarding this request, please do not hesitate to call me at (904) 436-6270. Thank you for your prompt attention to this matter.

Sincerely,

MADEIRA COMMUNITY  
DEVELOPMENT DISTRICT

Benjamin Pfuhl  
District Manager

**MADEIRA COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL IMPROVEMENT REVENUE BONDS  
(ASSESSMENT AREA 2) SERIES 2025**

(Assessment Area 2 Acquisition and Construction Account)

The undersigned, a Responsible Officer of the Madeira Community Development District (the “District”) hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, as trustee (the “Trustee”), dated as of March 1, 2025, as supplemented by that certain Second Supplemental Trust Indenture dated as of March 1, 2025 (collectively, the “Indenture”) (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: ***CR 2***
- (B) Identify Acquisition Agreement, if applicable;
- (C) Name of Payee: ***Kutak Rock, LLP  
PO Box 30057  
Omaha, NE 68103-1157***
- (D) Amount Payable: ***\$916.50***
- (E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments): ***Invoice(s) #3612350 and #3642377 for Professional Legal Services for 2025 Project Construction***
- (F) Fund or Account and subaccount, if any, from which disbursement to be made: ***Assessment Area 2 Acquisition and Construction Account.***

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District;
2. each disbursement set forth above is a proper charge against the Assessment Area 2 Acquisition and Construction Account;
3. each disbursement set forth above was incurred in connection with the Cost of the Assessment Area 2 Project; and
4. each disbursement represents a Cost of the Assessment Area 2 Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive

payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested are on file with the District.

MADEIRA COMMUNITY  
DEVELOPMENT DISTRICT

By: \_\_\_\_\_  
Responsible Officer

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

**CONSULTING ENGINEER'S APPROVAL FOR  
NON-COST OF ISSUANCE COSTS REQUESTS ONLY**

The undersigned Consulting Engineer hereby certifies that (A) this disbursement is for the Cost of the Assessment Area 2 Project and is consistent with (i) the Acquisition Agreement; (ii) the report of the District Engineer, as such report shall have been amended or modified; and (iii) the plans and specifications for the corresponding portion of the Assessment Area 2 Project with respect to which such disbursement is being made; and, further certifies that: (B) the purchase price to be paid by the District for the Assessment Area 2 Project improvements to be acquired with this disbursement is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements; and (C) the plans and specifications for the Assessment Area 2 Project improvements have been approved by all regulatory bodies required to approve them or such approval can reasonably be expected to be obtained; (D) all currently required approvals and permits for the acquisition, construction, reconstruction, installation and equipping of the portion of the Assessment Area 2 Project for which disbursement is made have been obtained from all applicable regulatory bodies; and (E) subject to permitted retainage under the applicable contracts, the seller has paid all contractors, subcontractors, and materialmen that have provided services or materials in connection with the portions of the Assessment Area 2 Project for which disbursement is made hereby, if an acquisition is being made pursuant to the Acquisition Agreement.

---

## Consulting Engineer

William E Schaefer II  
This item has been digitally signed  
and sealed by WILLIAM E SCHAEFER  
II, PE on the date adjacent to the  
seal. Printed copies of this  
document are not considered  
signed and sealed and the  
signature must be verified on any  
electronic copies.  
2025.10.29 12:31:11 -04'00'

## Tab 5

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

## MEMORANDUM

TO: William Schaefer, **Dominion Engineering**  
Brian Riddle, **Chairperson**

FROM: Vanessa Smith/Roxana Quiroz  
**Madeira Community Development District**

DATE: February 10, 2026

RE: Series 2025 Construction Requisition(s) #CR 3

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Enclosed is/are construction requisition(s) for the above referenced district. Please review the requisition(s) and, upon your approval, sign the designated area(s) and forward the requisition(s) back to the District Office at the below e-mail address.

Brian, upon your review and approval, please sign the designated area(s) and forward the requisition(s) back to the District Office at the below e-mail address for final processing.

vsmith@rizzetta.com

If you have any questions, please do not hesitate to call me at (813) 533-2950.

**Ponce Associates, LLC**

**\$2,729,521.40**

**MADEIRA COMMUNITY DEVELOPMENT DISTRICT  
CAPITAL IMPROVEMENT REVENUE BONDS  
(ASSESSMENT AREA 2) SERIES 2025**

(Assessment Area 2 Acquisition and Construction Account)

The undersigned, a Responsible Officer of the Madeira Community Development District (the “District”) hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, as trustee (the “Trustee”), dated as of March 1, 2025, as supplemented by that certain Second Supplemental Trust Indenture dated as of March 1, 2025 (collectively, the “Indenture”) (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: ***CR 3***
- (B) Identify Acquisition Agreement, if applicable; ***Agreement between the Madeira Community Development District and Ponce Associates, LLC Regarding the Acquisition of Certain Work Product and Infrastructure dated March 28, 2025***
- (C) Name of Payee: ***Ponce Associates, LLC***
- (D) Amount Payable: ***\$2,729,521.40***
- (E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments): ***Acquisition of Assessment Area 2 Project Infrastructure Improvements, including Phase 2C Roadway Improvements, Stormwater Management Improvements, Water and Sewer Utility Improvements, and Landscape and Hardscape Improvements***
- (F) Fund or Account and subaccount, if any, from which disbursement to be made: ***Assessment Area 2 Acquisition and Construction Account.***

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District;
2. each disbursement set forth above is a proper charge against the Assessment Area 2 Acquisition and Construction Account;
3. each disbursement set forth above was incurred in connection with the Cost of the Assessment Area 2 Project; and
4. each disbursement represents a Cost of the Assessment Area 2 Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive

payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested are on file with the District.

## MADEIRA COMMUNITY DEVELOPMENT DISTRICT

By: \_\_\_\_\_  
Responsible Officer

Date:

# CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE COSTS REQUESTS ONLY

The undersigned Consulting Engineer hereby certifies that (A) this disbursement is for the Cost of the Assessment Area 2 Project and is consistent with (i) the Acquisition Agreement; (ii) the report of the District Engineer, as such report shall have been amended or modified; and (iii) the plans and specifications for the corresponding portion of the Assessment Area 2 Project with respect to which such disbursement is being made; and, further certifies that: (B) the purchase price to be paid by the District for the Assessment Area 2 Project improvements to be acquired with this disbursement is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements; and (C) the plans and specifications for the Assessment Area 2 Project improvements have been approved by all regulatory bodies required to approve them or such approval can reasonably be expected to be obtained; (D) all currently required approvals and permits for the acquisition, construction, reconstruction, installation and equipping of the portion of the Assessment Area 2 Project for which disbursement is made have been obtained from all applicable regulatory bodies; and (E) subject to permitted retainage under the applicable contracts, the seller has paid all contractors, subcontractors, and materialmen that have provided services or materials in connection with the portions of the Assessment Area 2 Project for which disbursement is made hereby, if an acquisition is being made pursuant to the Acquisition Agreement.

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## Consulting Engineer

## Tab 6

February 16, 2026

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](mailto:bpfuhl@rizzetta.com)  
[lgallagher@rizzetta.com](mailto:lgallagher@rizzetta.com)

**Re: Proposal for Professional Engineering Services**  
**Project Name: Madeira CDD 2026 Public Facilities Report**  
**Project No.: 16025.05**

Dear Lesley:

Founded in 2005, **DCCM** formerly known as **Matthews | DCCM** is a leading civil engineering firm offering full-service civil and land development engineering, roadway design, surveying, and landscape architecture. We proudly serve a wide range of public sector and private clients and have earned a solid reputation as a local leader for providing high-quality, innovative engineering solutions delivered timely and cost-effectively.

Staying true to our mission, Engineering Better Communities, our team takes an innovative approach to every project, creating thoughtful designs that balance functionality while preserving the often historic and eco-sensitive quality of the communities we serve. Our engineers go beyond the rudimentary requirements of a job and intentionally seek ways to optimize a project's usability, convenience, and aesthetics while reducing environmental impact. From conception to completion, we partner closely with and work alongside our clients through each step of the process to successfully bring their vision to reality. DCCM continues to receive national, state-wide, and local awards for being among "Best Places to Work" and a "Hot Firm" for growth.

We are pleased to offer you this proposal to provide professional engineering services associated with the 2026 Public Facilities Report for the Madeira CDD located off US 1 in St. Johns County.

DCCM proposes to furnish professional services as described in "Exhibit A, Scope of Work," and per "Exhibit B, General Terms & Conditions," which are attached hereto and made a binding part hereof by this reference, for an estimated fee of **\$4,500**, plus direct reimbursable expenses. If these terms are agreeable, please sign and return the attached "Exhibit C, Contract Agreement."

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,  
**DCCM**



Alex Acree, PE  
Vice President of Production

**EXHIBIT A**  
**SCOPE OF WORK**

**I – 2026 Public Facilities Report**

DCCM will prepare the Public Facilities Report required by Chapter 189.08, Florida Statutes, for submittal to the applicable local general-purpose governments. The report will be prepared in coordination with District staff and will include the following:

- Identification and description of all existing public facilities owned or operated by the District, including facility type, location, current capacity, and current demand.
- Identification and description of any public facilities operated by another entity through lease or other agreement with the District, excluding local general-purpose governments.
- Identification and description of public facilities that are currently under construction or that the District proposes to construct, improve, or expand within the next seven (7) years, including:
  - Facility location and function
  - Existing and proposed capacity, as applicable
  - Anticipated demand upon completion
  - Anticipated construction or implementation schedule
  - Proposed method of financing
- Identification of any public facilities proposed to be replaced within the next ten (10) years, including the anticipated replacement timeframe.
- Summary of anticipated completion timelines for all planned construction, improvements, expansions, or replacements.

The Engineer will prepare the report in a format consistent with statutory requirements and suitable for adoption and transmittal by the District.

*Fees for 2026 public facilities report services will be billed on a lump sum fee basis for a total of \$4,500, plus direct reimbursable expenses.*

---

**FEE SUMMARY**

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

---

I – 2026 Public Facilities Report	\$4,500 (Lump Sum)
<b>Total Estimated Cost:</b>	<b>\$4,500, plus direct reimbursable expenses</b>

---

DCCM will initiate services on this project immediately following receipt of the fully executed contract, included as Exhibit C and your retainer.

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.

**EXHIBIT B**  
**GENERAL TERMS & CONDITIONS**  
**Revised: 08/22/2023**

- a) Scope of Work.** The Scope of Work details the services Matthews | DCCM is agreeing to provide along with the associated costs for these services and assumes normal engineering and design services along with up to up to two submittals. Additional submittals, work performed outside the scope of services detailed in this proposal, or changes due to requests or revisions from the Client or any government agency will require a signed Change Order that defines the additional scope and billing terms PRIOR to the out-of-scope work commencing. Costs will be based on the current schedule of fees/rates or renegotiation of this Agreement to the satisfaction of both parties. Unless specifically noted otherwise, service fees proposed in this Agreement exclude costs for the following fees and work types, but are not limited to: all permit application and governing agency fees, consumptive use permitting, wetlands mitigation, threatened/endangered species studies, geotechnical studies, traffic studies, shared parking studies, landscape architecture, irrigation designs, site lighting, structural/MEP engineering, architecture, agency construction inspection and as-built reviews, impact and clearance sheet fees, construction stakeout, other inspection services, other subconsultant fees, and reimbursable items as outlined in General Terms & Conditions.
- b) Estimates.** The rates quoted in this proposal are good for 90 days. If a signed contract is not executed within this 90-day period, lump sum amounts will be revised, and time and material billing rates will change to reflect Matthews | DCCM's standard hourly rates in effect at the time the contract is signed and executed. Current billing rates are listed in bullet 'g' below. All billing rates are subject to change according to our annual billing rate increases. For lump sum contracts lasting more than a year, Matthews | DCCM reserves the right to adjust the lump sum contract amounts in accordance with the annual bill rate increase. Prior to any such rate changes, Matthews | DCCM will provide the Client with a 30-day notification of any rate changes.
- c) Documents.** All plans, drawings, reports, information, etc. prepared or assembled by Matthews | DCCM's data creator [Engineer] under this Contract are for the Client's use in completing scope of work identified for use on the Project. The Client further agrees that they shall not be made available to any individual or organization for any other use, or reuse by others, without the prior written approval of Matthews | DCCM.
- d) Compensation & Payments.** The Client agrees to pay Matthews | DCCM the compensation for its services as described under Scope of Services of this Agreement, with hourly rates computed based upon the established billing rates. Billing occurs monthly and is based on documented project progress. Payments may be made by check, ACH deposit, or credit card (a 3.5% transaction fee is assessed for credit card payments). Payment is due upon receipt of the invoice.  
**DELAYS IN MAKING PAYMENTS WILL CAUSE DEFINITE DELAYS IN PROJECTS BEING COMPLETED.**
  - **PAYMENTS NOT RECEIVED WITHIN 30 DAYS OF THE INVOICE DATE ARE CONSIDERED DELINQUENT AND ALL SUBMITTALS WILL BE PUT ON HOLD FOR THE CLIENT'S PROJECTS UNTIL FULL PAYMENT IS RECEIVED.**
  - **Interest at the rate of 1.5% per month (or 18% per annum) will be added to any unpaid balance after 30 days from the invoice date. All work will cease until full payment is received, and the project will be delayed with new milestone dates being reassigned once payment in full is received.**
  - **Delinquencies lasting more than 70 days will result in a Claim of Lien recorded against the property.**

- **Invoice balances aged over 90 days will incur a reinstatement fee of 15% of the total outstanding invoice balance. This reinstatement fee must be paid in full in addition to the full outstanding invoice balance in order for Matthews | DCCM to resume work on the project.**
- **Matthews | DCCM will stop all work and hold submittals in the case of a bounced check until a replacement check has cleared the bank.**
- **The Client will be responsible for payment of any legal, collection, application, and permitting fees. Clients are responsible for paying application and permit fees prior to Matthews | DCCM making submittals.**
- **Subcontractor services and fees paid by Matthews | DCCM on behalf of the client will include a 15% surcharge. Services performed by Project staff on a time and materials basis will be billed at the hourly rates listed herein.**

e) **Certification.** Represented by a signed or sealed statement of a professional landscape architect or engineer means that services performed were based upon his/her knowledge, information, and belief in accordance with commonly accepted procedures and applicable standards of practice but is not a guarantee or warranty.

f) **Work Performed.** All plans, designs, and documents will be prepared consistent with normal professional standards of care but does not guarantee success, approval, or issuance of permits. Matthews | DCCM will not accept back charges on corrective action without written agreement of both parties.

g) **Billing Rates.** Below are the current billing rates. Billing rates are revised annually.

Personnel Classification	Rate Range
PRINCIPAL/SENIOR LEADS	
<b>Principal</b>	<b>\$365.00</b>
<b>VP</b>	<b>\$275.00 - \$300.00</b>
<b>Division Lead</b>	<b>\$260.00 - \$285.00</b>
<b>Program Manager</b>	<b>\$240.00 - \$265.00</b>
SENIOR PROFESSIONAL	
<b>Senior Professional Engineer</b>	<b>\$200.00 - \$270.00</b>
<b>Senior Planner</b>	<b>\$210.00 - \$230.00</b>
<b>Senior Landscape Architect</b>	<b>\$220.00 - \$260.00</b>
<b>Senior Construction Inspector</b>	<b>\$195.00 - \$210.00</b>
PROFESSIONAL	
<b>Professional Engineer</b>	<b>\$230.00 - \$240.00</b>
<b>Project Engineer</b>	<b>\$160.00 - \$190.00</b>
<b>Planner</b>	<b>\$160.00 - \$190.00</b>
<b>Landscape Architect</b>	<b>\$170.00 - \$190.00</b>
<b>Construction Inspector</b>	<b>\$170.00 - \$180.00</b>
DESIGNER	
<b>Senior CAD Designer and Senior Engineering Tech</b>	<b>\$180.00 - \$200.00</b>
<b>Senior Landscape Designer</b>	<b>\$180.00 - \$200.00</b>
<b>CAD Designer and Engineering Tech</b>	<b>\$130.00 - \$170.00</b>

SUPPORT STAFF	
<b>Controller</b>	<b>\$150.00 - \$200.00</b>
<b>Graphic Designer</b>	<b>\$100.00 - \$140.00</b>
<b>Senior Graphic Designer</b>	<b>\$140.00 - \$180.00</b>
<b>Project Administrator and Project Coordinator</b>	<b>\$95.00 - \$120.00</b>
ARCHITECTURE	
<b>Project Manager, Architect</b>	<b>\$200.00 - \$255.00</b>
<b>Project Architect</b>	<b>\$170.00 - \$190.00</b>
<b>Project Coordinator, Architect</b>	<b>\$140.00 - \$170.00</b>
<b>Intern Architect</b>	<b>\$115.00 - \$140.00</b>
<b>CA, Architect</b>	<b>\$220.00 - \$240.00</b>
<b>Specifications Writer</b>	<b>\$220.00 - \$240.00</b>
SURVEYING	
<b>Project Director, Survey</b>	<b>\$215.00 - \$245.00</b>
<b>Senior Surveyor</b>	<b>\$170.00 - \$200.00</b>
<b>Senior GIS Enterprise Administrator</b>	<b>\$170.00 - \$200.00</b>
<b>Project Surveyor</b>	<b>\$155.00 - \$185.00</b>
<b>Project GIS Developer, Survey</b>	<b>\$155.00 - \$185.00</b>
<b>Staff Surveyor</b>	<b>\$135.00 - \$165.00</b>
<b>Staff GIS Analyst</b>	<b>\$135.00 - \$165.00</b>
<b>Four Man Field Crew</b>	<b>\$215.00 - \$245.00</b>
<b>Three Man Field Crew</b>	<b>\$195.00 - \$215.00</b>
<b>Two Man Field Crew</b>	<b>\$170.00 - \$200.00</b>
<b>One Man Field Crew</b>	<b>\$150.00 - \$180.00</b>
<b>One Man Crew (GPS/RTK)</b>	<b>\$200.00 - \$230.00</b>
<b>Two Man Crew (GPS/RTK)</b>	<b>\$215.00 - \$245.00</b>
<b>CADD Technician, Survey</b>	<b>\$115.00 - \$145.00</b>
<b>GIS Technician</b>	<b>\$115.00 - \$145.00</b>
<b>Field Technician, Survey</b>	<b>\$95.00 - \$125.00</b>

h) **Reimbursable/Direct Expenses.** Unless specifically stated, direct expenses will be billed in addition to our lump sum fees. Examples of expenses include, but are not limited to:

- Mileage will be billed per current IRS rates.
- Production costs will be billed at the following rates:
  - Paper copies:
    - 8½" x 11" B&W - \$0.27 each
    - 8½" x 11" Color - \$0.50 each
    - 11" x 17" B&W - \$0.55 each
    - 11" x 17" Color - \$0.88 each
  - Plots 24" x 36":
    - Black line plots - \$2.20 each
    - Color plots - \$55.00 each
    - Mylar - \$44.00 each
  - Binding: \$5.50 per book
  - Foam Board Mounted Color Plots: \$71.50 each
  - CD containing project data (i.e., CAD files, photographs, documents, etc.): \$13.20/each

The following will be billed at cost plus 15%:

- Travel and hotel expenses
- Shipping and delivery, including UPS shipping and courier services

i) **Compliance.** All work will be performed in accordance with appropriate city, county, and state or other governmental regulations.

j) **Transfer or Termination.** The Client or Matthews | DCCM may terminate this Agreement by notifying the other party in writing. Termination will become effective one (1) calendar day after receipt of the termination notice. Irrespective of which party shall initiate termination or the cause therefore, the Client shall, within thirty (30) calendar days of termination, remunerate Matthews | DCCM for services rendered and costs incurred, in accordance with Matthews | DCCM's prevailing fee schedule and expense reimbursement policy. Services shall include those rendered up to the time of termination, as well as any travel or demobilization costs associated with termination itself.

k) **Retainer.** If a retainer is required, **it will be kept for the duration of the Project and applied to the final invoice.** Any remaining balance after applying the retainer will be refunded to the Client. At the completion of the Project, if no monies are remaining due in which to apply the retainer, Matthews | DCCM will refund the full retainer amount.

l) **Supplemental Owner's responsibilities - Surveying Services.**  
If an owner / client elects to contract directly with the surveyor, it must be understood surveys directly affect the accuracy and quality of the engineering design. Therefore, Owners / Clients that choose to contract directly with the surveyor are responsible for the following:

- Obtaining a detailed survey scope from Matthews | DCCM to provide to the surveyor that describes in detail what Matthews | DCCM requires of the surveyor in order to correctly complete the engineering services for the project.
- Providing Matthews | DCCM with the surveyor's service agreement to review and approve prior to engagement of the surveyor to ensure the surveyor's service agreement includes the items outlined in the survey scope provided by Matthews | DCCM.
- Agreeing work from Matthews | DCCM will not commence until a complete survey is provided to Matthews | DCCM.
- Providing Matthews | DCCM the signed and sealed copies of the survey documents prior to the production of final construction plans.
- Agreeing changes to the scope of design services may require additional survey information and deliverables resulting in modification to the scope of the survey, thus requiring the owner/client to contract with the surveyor for additional required services
- Agreeing the schedule of completion for engineering design is directly affected by the receipt of the accurate and complete survey deliverables.
- **Alternatively;** Agreeing if Matthews | DCCM is supplied with previously surveyed information, additional or updated survey information prior to commencement of engineering services may be required. The owner/client takes responsibility and liability for the supplied survey being a correct representation of the current existing conditions of the project site.

m) **Liability.** Any claims made by the Client for losses, injuries, expenses, or damages shall not exceed the total fee of the project and shall include, but is not limited to, negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

n) **Terms Acceptance.** Regardless of if this proposal is signed, the verbal or written acceptance, approval, notice to proceed, or request for services performed by Matthews Design Group, LLC (Matthews | DCCM) constitutes acceptance of the prices and terms contained in this proposal and agreement to pay for services rendered by Matthews | DCCM.

**PURSUANT TO FLORIDA STATUTES, SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.**

**EXHIBIT C**  
**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 outlined in Exhibit A, Scope of Work.

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

---

*Authorized Signature*

On Behalf of **DCCM**

Alex Acree, PE, Vice President of Production  
7 Waldo Street  
St. Augustine, FL 32084  
904.593.8699  
aacree@dccm.com

---

*Date*

**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.*

*AA/jq  
16025.05p1*

## **Tab 7**

### Mowing Services

<b>Mowing St Augustine</b>	22-Jan	5-Feb																					
<b>Mowing Bahia</b>																							
<b>Edging</b>	22-Jan																						
<b>Blowing</b>	22-Jan																						
<b>Weeding</b>	22-Jan	5-Feb		11-Feb																			

s= soft edge

H=hard edge

N= non selective

P=pulling

### Detail Services

<b>Trimming</b>	22-Jan	28-Jan																					
<b>Weeding</b>	22-Jan			11-Feb																			

### Agronomic Services

<b>Fertilization</b>	12-Feb	16-Feb																					
<b>Insecticide</b>	12-Feb	16-Feb																					
<b>Fungicide</b>																							
<b>Herbicide</b>	12-Feb	16-Feb																					

T=Turf

S=Shrub

### Irrigation Service

<b>Inspection Date</b>	16-Feb																						

The Prem Fertilizer and herbicide application got pushed back to February because of Extreme Cold

Cold damage doesn't need to be trimmed until March. This does look unsightly, however this is what has to be done

Assessment of Plants will be done after trimming. I do expect some plants have died, but not all of them

Grass trimming has started aswell as the bahia common area fertilization and insecticide on the 16th



Proposal #: 651433

Date: 1/19/2026

From: Brandon Nelson

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

**Irrigation Repairs January 2026**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
2 New Valves, Pipe, and T for Mainline Repair	1	\$935.00	\$935.00
Irrigation Labor	7	\$95.00	\$665.00

The repair of the broken mainline by pump. The ball valve and two broken valves need to be replaced as well.

**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:**

By \_\_\_\_\_

Print Name/Title \_\_\_\_\_

Date \_\_\_\_\_

Madeira CDD

Subtotal	\$1,600.00
Sales Tax	\$0.00
<b>Proposal Total</b>	<b>\$1,600.00</b>

**THIS IS NOT AN INVOICE**



Proposal #: 662238

Date: 2/13/2026

From: Brandon Nelson

Tree Care 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

**6 Sabal Palms on Sidewalk between Amenity and Lemego**

DESCRIPTION	AMOUNT
Labor for Palm Installation	\$900.00
Sabal Palm (12-14 ft)	\$2,370.00
Skidsteer with Certified Operator	\$270.00

The installation of 6 Sabal Palms (12-14ft) in the common area between the Amenity Center and Lamego.

**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:**

By \_\_\_\_\_

Print Name/Title \_\_\_\_\_

Date \_\_\_\_\_

Madeira CDD

Subtotal	\$3,540.00
Sales Tax	\$0.00
<b>Proposal Total</b>	<b>\$3,540.00</b>

**THIS IS NOT AN INVOICE**



94



Proposal #: 651403

Date: 2/13/2026

From: Brandon Nelson

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

**Podocarpus Removal and Turf Installation**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Labor for Plant Removal, Turf Pickup and Installation	4	\$75.00	\$300.00
St Augustine Sod (Piece)	33	\$6.25	\$206.25

The removal of 12 Podocarpus by the electrical box at the Maralinda and Parasela intersection and replacing with Saint Augustine sod.

**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:**

By \_\_\_\_\_

Print Name/Title \_\_\_\_\_

Date \_\_\_\_\_

Madeira CDD

Subtotal	\$506.25
Sales Tax	\$0.00
<b>Proposal Total</b>	<b>\$506.25</b>

**THIS IS NOT AN INVOICE**



Proposal #: 662546

Date: 2/13/2026

From: Brandon Nelson

Tree Care 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

**Spring Flower Installation 2026**

DESCRIPTION	AMOUNT
Seasonal Flower Installation	\$1,549.80

Removal and replacement of seasonal flowers.

**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:**

By \_\_\_\_\_

Print Name/Title \_\_\_\_\_

Date \_\_\_\_\_

Madeira CDD

Subtotal	\$1,549.80
Sales Tax	\$0.00
<b>Proposal Total</b>	<b>\$1,549.80</b>

**THIS IS NOT AN INVOICE**



Proposal #: 663767

Date: 2/17/2026

From: Brandon Nelson

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

**Freeze Damage Front Entrance Area**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Labor for Plant Removal and Replacement	20	\$75.00	\$1,500.00
Arboricola Trinnette (3gal)	56	\$21.40	\$1,198.40
Hawaiian Ti (3gal)	48	\$17.50	\$840.00
Hibiscus (3gal)	6	\$24.95	\$149.70

The replacement of freeze-damaged plants at the front entrance islands that will take an extended period of time to recover. This includes 56 Arboricola (3gal), 48 Hawaiian Ti (3gal), and 6 Hibiscus (3gal).

**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:**

By \_\_\_\_\_

Print Name/Title \_\_\_\_\_

Date \_\_\_\_\_

Madeira CDD

Subtotal	\$3,688.10
Sales Tax	\$0.00
<b>Proposal Total</b>	<b>\$3,688.10</b>

**THIS IS NOT AN INVOICE**

## Tab 8

## RESOLUTION 2026-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE 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**, the 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 unincorporated 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 THE MADEIRA COMMUNITY DEVELOPMENT DISTRICT:**

**1. GENERAL ELECTION SEATS.** Seat 1, currently held by Brian Riddle, Seat 2 currently held by Laurie Collier, are scheduled for the General Election in November 2026. 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.

**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 2026. 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 24th day of February 2026.

**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 THE MADEIRA COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Madeira Community Development District (“District”) will commence at noon on June 8, 2026, and close at noon on June 12, 2026. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at 4455 Avenue A, Suite 101, St. Augustine, Florida 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*.

The Madeira Community Development District has two (2) seats up for election, specifically seats 1 and 2. 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 3, 2026, 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 May 25, 2026.**

## **Tab 9**

**WATEROUT OF NORTHEAST FLORIDA**

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

**ADDRESS**

Leslie Gallager

Maderia Community Development

District

3434 Colwell Ave.

Suite 200

Tampa, FL 33614

**SHIP TO**

Leslie Gallager

Maderia Community Development

District

3434 Colwell Ave.

Suite 200

Tampa, FL 33614

**Estimate 1113****DATE 02/13/2026**

ACTIVITY	QTY	RATE	AMOUNT
<b>Waterout Service Item</b> Installation of 15 Each Sidewalk surface mount LED WAC 12 V Lighting system 250 Lin Ft Run each side of the sidewalk	1	6,450.00	6,450.00
1- 150 Watt 12 V Transformer			
2 - Small Tree LED 3 Watt LED Lights			
1 Astronomical Timer for ON/OFF Control			
Sub Total \$6,450.00			
Hotwire Shed Light Fixture Replacement 2 LED White Bulbs/Remove and replace			
\$100.00			

**TOTAL \$6,450.00**

Accepted By

Accepted Date

## **Tab 10**

**From:** Rick Johns <[rick@jaxum.com](mailto:rick@jaxum.com)>  
**Sent:** Thursday, February 12, 2026 3:36 PM  
**To:** Doug Maier <[dmaier@arendale.com](mailto:dmaier@arendale.com)>  
**Subject:** MADEIRA RE-STRIPE

Doug,

The cost to re-stripe the area shown on the attached will be \$ 5,400.00

They are about 3 weeks out with scheduling.

Let me know if you want us to proceed.

Thanks,

Rick

Rick Johns

Jax Utilities Management, Inc.

(904) 779-5353

[www.jaxum.com](http://www.jaxum.com)

