

**MINUTES OF MEETING  
AVENTURA ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the Aventura Isles Community Development District's Board of Supervisors were held on **Wednesday, August 6, 2014 at 10:00 a.m.**, at **190 NE 199th Street, Suite 206, Miami, Florida 33179.**

**Present at the meeting were:**

Richard "Rick" Feather	Chair
Anthony "Tony" Valle	Vice Chair
Lauren Arcaro	Assistant Secretary
Michael Moran	Assistant Secretary

**Also present were:**

Michal Szymonowicz	Wrathell, Hunt and Associates, LLC
Gerry Knight	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Szymonowicz called the meeting to order at 10:06 a.m., and asked the Supervisors to identify themselves, for the record. All Supervisors were present, in person. One seat remains vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of May 8, 2014 Regular Meeting Minutes**

Mr. Szymonowicz presented the May 8, 2014 Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Feather and seconded by Mr. Valle, with all in favor, the May 8, 2014 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-5,  
Electing Officers**

Mr. Szymonowicz presented Resolution 2014-5 for the Board's consideration. He noted that, with the Board's approval, Mr. Wrathell will serve as Secretary and Treasurer and Mr. Rick Woodville will serve as Assistant Secretary. There were no objections.

Mr. Szymonowicz asked for nominations for Chair. Mr. Valle nominated Mr. Feather to serve as Chair. Mr. Moran seconded the nomination. No other nominations were made.

**On MOTION by Mr. Valle and seconded by Mr. Moran, with all in favor, the election of Mr. Feather as Chair, was approved.**

Mr. Szymonowicz requested nominations for Vice Chair. Mr. Feather nominated Mr. Valle to serve as Vice Chair. Mr. Moran seconded the nomination. No other nominations were made.

**On MOTION by Mr. Feather and seconded by Mr. Moran, with all in favor, the election of Mr. Valle as Vice Chair, was approved.**

Mr. Szymoniwicz requested nominations for Assistant Secretary. Mr. Valle nominated Ms. Arcaro to serve as Assistant Secretary. Mr. Feather seconded the motion. No other nominations were made.

**On MOTION by Mr. Valle and seconded by Mr. Feather, with all in favor, the election of Ms. Arcaro as Assistant Secretary, was approved.**

Mr. Feather nominated Mr. Moran to serve as Assistant Secretary. Ms. Arcaro seconded the nomination. No other nominations were made.

**On MOTION by Mr. Feather and seconded by Ms. Arcaro, with all in favor, the election of Mr. Moran as Assistant Secretary, was approved.**

In response to Mr. Feather’s question, Mr. Moran confirmed that the disclosure documents were completed and filed with the county.

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on Adoption of Fiscal Year 2014/2015 Budget**

**A. Affidavit of Publication**

Mr. Szymonowicz presented the affidavit of publication for today’s public hearing.

**B. Consideration of Resolution 2014-6, Relating to the Annual Appropriations and Adopting The Budget for the Fiscal Year Beginning October 1, 2014 and Ending September 30, 2015**

**\*\*\*Mr. Szymonowicz opened the Public Hearing.\*\*\***

No members of the public spoke.

**\*\*\* Mr. Szymonowicz closed the Public Hearing.\*\*\***

Mr. Szymonowicz presented Resolution 2014-6 for the Board’s consideration.

Mr. Szymonowicz advised that the “General Fund” pays for the operation and administration of the District. He noted a \$1,000 decrease in the overall projected expenditures for Fiscal Year 2015, in comparison to the Fiscal Year 2014 budget. Mr. Szymonowicz indicated that the assessments will go on roll, for the first time, for Fiscal Year 2015.

Mr. Feather asked for the maintenance budget. Mr. Szymonowicz stated that he was under the impression that the District entered into a Maintenance Agreement with the HOA. Mr. Feather confirmed that an agreement was in place and questioned whether the District will reimburse the HOA for its expenses. Mr. Szymonowicz indicated that this was not his understanding of the terms.

Mr. Szymonowicz explained that allocation of funds for maintenance was not included in the Declaration of Restrictive Covenants (DRC). If the Board wishes to reimburse the HOA for maintenance costs, it must consider the legal ramifications and whether that action would necessitate a revision.

Mr. Feather stated that the HOA is considering their budget. He advised that, if the HOA will incur the cost of maintaining District property, it will mean an increase of \$20 to \$25 per month to the HOA fees.

In response to comments, Mr. Knight explained the different parts to the CDD assessment. He noted that the O&M Budget contains an “operations and administrative” line item, which is in the budget; however, Mr. Feather was referring to costs associated with the maintenance of CDD infrastructure. Mr. Knight agreed with Mr. Szymonowicz’ recollection that funds were not allocated towards maintenance, in the DRC, because it was assumed that the HOA would maintain the CDD’s improvements, on behalf of the CDD. Mr. Knight stated that is the way it is traditionally done, as it all “comes out of the same pocket”.

Ms. Arcaro stated her understanding that the \$161 O&M assessment amount included maintenance costs. Mr. Knight did not believe that maintenance costs were included in the CDD budget. Mr. Szymonowicz recalled discussions prior to the District’s establishment, that all maintenance responsibilities for District owned infrastructures purchased and paid for by bonded funds, would be performed by the HOA, at its expense.

Mr. Szymonowicz indicated that the subject can be revisited at the Board’s direction.

Mr. Feather stated that he had no preference but expressed concern with homeowners asking why HOA funds were expended to maintain CDD right-of-ways.

Mr. Knight indicated that residents pay for the maintenance, regardless of whether the payment is to the HOA or the CDD. He advised that it is more cost effective for the HOA to perform the maintenance, as it eliminates duplication of services.

Mr. Feather pointed out that the HOA will be maintaining property that it does not own nor has any control over. Mr. Knight and Mr. Szymonowicz noted that a Maintenance Agreement is in place.

Mr. Knight indicated that it is too late to make the change for the Fiscal Year 2015 budget. Mr. Szymonowicz clarified that the truth-in-millage (TRIM) statements were mailed to residents. Mr. Knight stated that the District can assume the responsibility and noted that the O&M assessment level in the DRC cannot be exceeded during the first three years of the District’s existence. Mr. Szymonowicz pointed out that this is the District’s second year.

Referring to Page 7, Mr. Szymonowicz noted the “General Fund” assessment of \$142.79. He explained that the District must be very careful how these funds are expended, as it is not

much money. Mr. Szymonowicz indicated that the District can assume maintenance responsibilities in Fiscal Year 2016, if the HOA wishes.

Mr. Szymonowicz summarized that the “General Fund” only includes “administration”, at this time, with an option to change, in the future, if the parties desire.

Mr. Szymonowicz referred to the “Debt Service Fund”, on Page 4, which is used for the principal and interest payments on the bonds. He advised that the assessment levels, on Page 7, are reflective of the amounts depicted on the tax bill. Mr. Szymonowicz indicated that the amounts are 4% higher than the assessment levels in the DRC, to account for assessments that are paid in November; thereby, taking advantage of the 4% early pay discount.

**On MOTION by Mr. Valle and seconded by Mr. Feather, with all in favor, Resolution 2014-6, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2014 and Ending September 30, 2015, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-7, Making a Determination of Benefit; Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Szymonowicz presented Resolution 2014-7 for the Board’s consideration. He explained that this resolution authorizes Management to place the assessments on roll, in November.

Mr. Knight noted that the exhibits were not included in the agenda. He stated that the Board can refer to the schedule on Page 7, of the budget, to review the assessment levels.

**On MOTION by Mr. Valle and seconded by Ms. Arcaro, with all in favor, Resolution 2014-7, Making a Determination of Benefit; Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Responses to RFP for Annual Audit Services**

**A. Affidavit of Publication**

Mr. Szymonowicz presented the affidavit of publication of the Request for Proposals (RFP) for annual audit services.

**B. RFP Package**

Mr. Szymonowicz indicated that the RFP package explains the services required by the District and how the proposers will be judged.

**C. Proposers**

- i. Carr, Riggs & Ingram, LLC**
- ii. Grau & Associates**
- iii. Stroemer & Company, LLC**

Mr. Szymonowicz advised that proposals were received from Carr, Riggs & Ingram, LLC (CRI), Grau & Associates (Grau) and Stroemer & Company, LLC (Stroemer). The proposals were due July 16, 2014 at 10:00 a.m., and opened on June 16, 2014 at 10:15 a.m. All proposals were deemed to be responsive.

**D. Proposal Opening Form**

This item was discussed during Item 7C.

**E. Ranking of Proposals**

Mr. Szymonowicz distributed a ranking form to each Board Member and noted that the contract will be awarded based on the Board's ranking of the proposers.

Mr. Knight advised that Grau performs the most CDD audits and CRI also performs many audits. He stated that he did not have experience with Stroemer.

Mr. Szymonowicz indicated that Stroemer's submittal reflected that they audit several water control and fire districts. He noted that Stroemer seemed the least qualified, "on paper".

In response to Mr. Knight's question, Mr. Szymonowicz advised that the contract will expire in three years; unless, the firm performs poorly.

**F. Award of Contract for Annual Audit Services**

**i. Authorization to Enter Into Agreement With #1 Ranked Firm**

Mr. Szymonowicz announced that CRI received 378 points, Grau received 400 points and Stroemer received 389 points. Grau was ranked #1, Stroemer was #2 and CRI was #3.

**On MOTION by Mr. Feather and seconded by Mr. Moran, with all in favor, acceptance of the ranking of the auditing firms, with Grau & Associates being the #1 ranked firm, and authorization for Staff to negotiate an agreement, were approved.**

Mr. Szymonowicz advised that an agreement will be presented at the next meeting.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being no report, the next item followed.

**B. District Engineer**

There being no report, the next item followed.

**C. District Manager**

**i. Approval of Unaudited Financial Statements as of June 30, 2014**

Mr. Szymonowicz presented the Unaudited Financial Statements as of June 30, 2014. He noted the District's limited activity.

**On MOTION by Mr. Valle and seconded by Mr. Moran, with all in favor, the Unaudited Financial Statements as of June 30, 2014, were approved.**

**ii. Consideration of Proposed Fiscal Year 2015 Meeting Schedule**

Mr. Szymonowicz presented the proposed Fiscal Year 2015 Meeting Schedule.

Mr. Feather noted that Thursday meetings are difficult for him to attend and asked if the meetings could be moved to Wednesdays.

The Board agreed to schedule the Board Meetings on the second Tuesday in January, March, May, July and September, 2015 at 2:00 p.m.

**On MOTION by Mr. Valle and seconded by Mr. Moran, with all in favor, the Fiscal Year 2015 Meeting Schedule, as amended, was approved.**

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests and Public  
Comments**

There being no Supervisors' requests or public comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Valle and seconded by Mr. Feather, with all in favor, the meeting adjourned at 10:47 a.m.**


[SIGNATURES APPEAR ON THE FOLLOWING PAGE]





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Secretary/Assistant Secretary



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Chair/Vice Chair