

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

A Regular Meeting of the Aventura Isles Community Development District's Board of Supervisors was held on Monday, December 4, 2017, at 1:00 p.m., at the Office Park at California Club, 1031 Ives Dairy Road, Suite 228, Miami, Florida 33179.

**Present at the meeting were:**

Richard Feather	Chair
Jerome Edwards	Vice Chair
Derek Gordon	Assistant Secretary
Kent Naragon	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Vanessa Steinerts	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 1:00 p.m. Supervisors Feather, Gordon, Edwards and Naragon were present, in person. Supervisor Arcaro was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors *(the following to be provided in a separate package)***

Ms. Cerbone stated three Supervisors were re-elected at the November Landowners' Meeting. Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Feather, Mr. Gordon and Mr. Naragon. She provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

**B. Membership, Obligations and Responsibilities**

**C. Financial Disclosure Forms**

- i. Form 1: Statement of Financial Interests**
- ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
- iii. Form 1F: Final Statement of Financial Interests**

**D. Form 8B, Memorandum of Voting Conflict**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-01, Canvassing and Certifying the Results of the Landowners' Election**

Ms. Cerbone presented Resolution 2018-01. The Landowners' Election results were:

Mr. Feathers	Seat 1	92 votes	4-Year Term
Mr. Gordon	Seat 2	92 votes	4-Year Term
Mr. Naragon	Seat 5	91 votes	2-Year Term

**On MOTION by Mr. Gordon and seconded by Mr. Feather, with all in favor, Resolution 2018-01, Canvassing and Certifying the Results of the Landowners' Election, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02, Electing Officers of the District**

Ms. Cerbone presented Resolution 2018-02. The current officers were:

Chair	Rick Feather
Vice Chair	Jerome Edwards
Assistant Secretary	Derek Gordon
Assistant Secretary	Kent Naragon
Assistant Secretary	Lauren Arcaro
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Secretary	Cindy Cerbone
Assistant Treasurer	Jeff Pinder

Ms. Cerbone stated that officers could be nominated individually or the entire slate of officers could be nominated together. Mr. Feather nominated the following slate of officers:

Chair	Derek Gordon
Vice Chair	Rick Feather
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Secretary	Kent Naragon
Assistant Secretary	Jerome Edwards
Assistant Secretary	Lauren Arcaro
Assistant Secretary	Cindy Cerbone
Assistant Treasurer	Jeff Pinder

No other nominations were made.

**On MOTION by Mr. Naragon and seconded by Mr. Edwards, with all in favor, Resolution 2018-02, Electing Officers of the District, as nominated, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Discussion: Rules of Procedure**

Ms. Cerbone recalled previous discussions about the importance of the parks to the community and implementing Park Rules. Some rules were already posted within the parks, which were provided to District Counsel for review and development of a more formal document for the Board to discuss and consider. At that time, it was discovered that the District never adopted Rules of Procedure. Draft Rules of Procedure were presented. In response to a question, Ms. Cerbone stated, if the Board decided to adopt Rules of Procedure, a public hearing would be held and the Effective Date, on Page 33, would be inserted.

Mr. Gordon asked what the Board was voting on today, since a public hearing must be scheduled. Ms. Cerbone stated that today’s vote would be to schedule a public hearing to hear public comments about the Rules of Procedure and, at the conclusion of the public hearing, the Board would vote on whether to adopt the Rules of Procedure. The public hearings for the Rules of Procedure and Park Rules could run in conjunction, provided both were advertised.

Mr. Feather had no issues with the Rules of Procedure; they were standard in form and have been used in other Districts. In response to the question of whether District Counsel had

reviewed and signed off on the Rule of Procedure, Ms. Steinerts stated the Rules of Procedure presented were in conjunction with the Florida Statutes.

Ms. Cerbone suggested scheduling the public hearings for the same day as the meeting already scheduled on February 5, 2018.

**On MOTION by Mr. Gordon and seconded by Mr. Feather, with all in favor, authorizing Staff to advertise for a Public Hearing for Monday, February 5, 2018 at 1:00 p.m., at this location, regarding adopting Rules of Procedure specifying how meetings are conducted and other items, under Florida Statutes, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Discussion: Rules Regarding Use of District’s Main Parks and Dog Parks**

Ms. Cerbone presented the draft Rules Regarding Use of the District’s Main Parks and Dog Parks, prepared by District Counsel.

Ms. Steinerts stated that a rule regarding public protests or gatherings was not included because public gatherings cannot be prohibited since the District is a governmental entity and the parks are on public property. A rule about “causing a nuisance within the park is prohibited” was included.

Ms. Cerbone asked for confirmation of the Dog Park operating hours. Discussion ensued and the Board decided that the hours of operation for both the Dog and Main Parks would be consistent with the County’s dawn to dusk hours of operation. Additionally, “District” would be deleted from Item 3b of the Main Parks Rules.

In response to Mr. Gordon’s question, Ms. Steinerts confirmed that there were not many changes to the Dog Park Rules; they were similar, if not identical, to the ones already posted.

**On MOTION by Mr. Gordon and seconded by Mr. Feather, with all in favor, authorizing Staff to advertise a Public Hearing for Monday, February 5, 2018 at 1:00 p.m., at this location, during the regularly scheduled Board meeting related to the Rules Regarding Use of District Main Parks and Dog Parks, was approved.**

A Board Member referred to Item 4n, of the Dog Park Rules, which prohibited pit bull breeds and recalled a Miami-Dade County lawsuit which voided any pit bull breed restrictions on any public property. Ms. Steinerts stated she would research the outcome of the lawsuit and revise that restriction, if deemed necessary.

**EIGHTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of October 31, 2017**

Ms. Cerbone presented the Unaudited Financial Statements of October 31, 2017. Assessment revenues, typically paid in early November, would be reflected on the January financials. The insurance expenditures ran slightly over budget and would be discussed further during the District Manager’s Report. The Debt Service Fund interest payment was made on time; however, it was not reflected in the October’s financials. The Accounting Department will make the correction and the payment would be reflected on the December financials. The Capital Projects Fund balance of \$707 will be transferred over to the bond prepayment account.

**On MOTION by Mr. Gordon and seconded by Mr. Feather, with all in favor, the Unaudited Financial Statements as of October 31, 2017, were approved.**

**NINTH ORDER OF BUSINESS**

**Approval of Minutes**

- A. September 25, 2017 Rescheduled Public Hearing and Special Meeting**
- B. November 13, 2017 Landowners’ Meeting**

Ms. Cerbone presented the September 25, 2017 Rescheduled Public Hearing and Special Meeting Minutes and the November 13, 2017 Landowners’ Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Feather and seconded by Mr. Gordon, with all in favor, the September 25, 2017 Rescheduled Public Hearing and Special Meeting Minutes and the November 13, 2017 Landowners’ Meeting Minutes, as presented, were approved.**

**TENTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**ELEVENTH 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**

Ms. Cerbone recalled discussion, at the last meeting, regarding a photograph of a park sign provided by Mr. Gordon. Based on subsequent discussions with District Counsel, Mr. Knight and Mr. Feather, she asked if the Board wanted to change the sign that read “Owned and Maintained by the Aventura Isles CDD” to “Established by the Aventura Isles CDD”. Discussion ensued regarding ownership, maintenance currently being outsourced to the HOA, transferring the deed and the cost to homeowners. The Board decided to hold off on any signage changes, until all Rules have been adopted. Further discussion was deferred until February. Ms. Steinerts will review the issue again and advise Ms. Cerbone if any changes were necessary.

Ms. Cerbone stated that, while preparing the Fiscal Year 2018 budget and binding insurance coverage, concerns arose about whether the District and the HOA might be duplicating insurance coverage for certain items, resulting in the homeowners paying twice for the same coverage. The HOA confirmed that that the Property Management Company, Evergreen, did not initially bind coverage but then rapidly bound coverage for the contents of the park.

In response to a question regarding what the HOA insured, Ms. Cerbone stated that the contents of the park included items such as the benches, lighting, trash cans, as well as the property itself. Mr. Gordon agreed that the HOA, managed by Evergreen, was responsible for obtaining insurance, since those items were installed by the HOA.

A question was raised whether the District’s liability insurance costs increased, as a result of HOA improvements. Ms. Cerbone contacted the District’s insurance carrier and made them aware that, at this time, the District did not own the park and that it was only a public easement over it; the liability coverage would be \$2,300 regardless of whether the District owns it or has a public easement over it. The coverage could be bound today. In response to a question, Ms. Cerbone confirmed that the District maintained general liability coverage over everything except the parks. There is a contingency of approximately \$2,300 in the budget allocated to insure the

property, which the District would not use this year, those funds could be used to bind general liability coverage for the park, without going over budget, from an overall budget perspective.

Mr. Gordon asked that the CDD and HOA communicate with each other and affirm every item has coverage regardless of who is responsible in obtaining that coverage. Mr. Feather asked who the current insurance carrier is and if the District obtained bids for coverage. Ms. Cerbone stated that Egis Insurance & Risk Advisors (Egis) was the longtime provider for all of Management's Florida districts; Egis' rates are pretty fair.

Mr. Feather agreed with Mr. Gordon that the District should never have liability exposure on an asset and agreed with binding the insurance. Ms. Cerbone noted, for the record, that the District has a public easement over the parks and Egis confirmed that they would bind General Liability coverage.

**On MOTION by Mr. Feather and seconded by Mr. Gordon, with all in favor, authorizing the District Manager to bind General Liability coverage for the Dog Park and the Main Parks, on behalf of the District, was approved.**

Ms. Cerbone stated she has been in contact with the community's new Property Management Company and obtained their contact information.

**i. NEXT MEETING DATE: February 5, 2018 at 1:00 p.m.**

The next meeting will be held on February 5, 2018 at 1:00 p.m., at this location.

**TWELFTH ORDER OF BUSINESS**

**Supervisors' Requests and Public Comments**

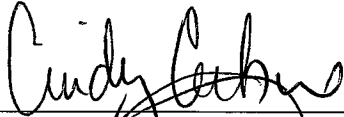
Mr. Gordon reiterated his request that the District Manager reach out to the new HOA Management Company. Ms. Cerbone would follow up with HOA Management via telephone and email to confirm she is provided with everything she needs.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Gordon and seconded by Mr. Edwards, with all in favor, the meeting adjourned at 1:39 p.m.**



---

Secretary/Assistant Secretary



---

Chair/Vice Chair