

**MINUTES OF MEETING  
SPICEWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Spicewood Community Development District was held on Monday, August 31, 2015 at 5:15 p.m. at the South Miami-Dade Arts Center, 10950 S.W. 211th Street, Cutler Bay, Florida.

Present and constituting a quorum were:

Eric Martinez	Chairman
Janet Boue	Vice Chairperson
Nushine Hosseini	Assistant Secretary

Also present were:

Kenneth Cassel	District Manager
Dr. Marisol L. Varela	Supervisor Candidate

*The following is a summary of the minutes and actions taken at the August 31, 2015 meeting of the Spicewood Community Development District Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Cassel called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments and Agenda Items**

There being no audience, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation of Ms. Ivette Bermudez**

On MOTION by Mr. Martinez seconded by Ms. Boue with all in favor of the resignation of Ms. Bermudez was accepted.

**B. Appointment of a Supervisor to Fill the Unexpired Term of Office (11/2016).**

On MOTION by Mr. Martinez seconded by Ms. Hosseini with all in favor Ms. Marisol L. Varela was appointed to fill the unexpired term of Seat #5, which expires in November, 2016.

Mr. Cassel being a Notary Public of the State of Florida will administer the oath of office to Dr. Varela when the meeting adjourns.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the May 20, 2015 Meeting**

Mr. Cassel stated each Board member received a copy of the minutes and requested any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Martinez seconded by Ms. Boue with all in favor the minutes of the May 20, 2015 meeting were approved.

**FIFTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Report from the SOE of Miami-Dade County on the number of Registered Voters in the District – 629**

Mr. Cassel stated there are 629 Registered Voters within the District.

**B. Public Hearing to Consider Adoption of the Budget for Fiscal Year 2016.**

The public hearing was opened.

There being no members of the public in attendance,

On MOTION by Mr. Martinez seconded by Ms. Boue with all in favor the Public Hearing was closed.

**i. Consideration of Resolution 2015-04 Adoption of the Budget.**

Mr. Cassel stated everything remains as previously discussed and the assessments are flat.

Mr. Cassel indicated the website fees are included in the budget.

On MOTION by Mr. Martinez seconded by Ms. Boue with all in favor, Resolution 2015-04 of the Spicewood Community Development District relating to the annual appropriations of the District and Adopting The Budget for the Fiscal Year beginning October 1, 2015 and ending September 30, 2016, and referencing the maintenance and benefit special Assessments to be levied by the District for said Fiscal Year 2016 was adopted.

**ii. Consideration of the Resolution 2015-05 Levy of Non-Ad Valorem Assessments.**

On MOTION by Mr. Martinez seconded by Ms. Hosseine with all in favor, Resolution 2015-05 levying and imposing a non-ad Valorem maintenance special assessment and Adopting an assessment roll for the Spicewood Community Development District for Fiscal Year 2016 was adopted.

**C. Consideration of Renewal Agreement with Grau & Associates to Perform the Fiscal Year 2015 Audit.**

On MOTION by Ms. Boue seconded by Mr. Martinez with all in favor the renewal agreement with Grau & Associates was accepted.

**D. Consideration of Proposal Fiscal Year 2016 Schedule**

Mr. Cassel indicated the next meeting will be held on October 28, 2015.

On MOTION by Ms. Boue seconded by Mr. Martinez with all in favor of the meeting schedule was approved as presented.

**SIXTH ORDER OF BUSINESS**

There being none, the next item followed.

**Attorney's Report**

**SEVENTH ORDER OF BUSINESS**

There not being any, the next item followed.

**Supervisor Requests & Audience Comments**

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Financial Statements, Approval of the Check Register and Invoices as of June 30, 2015 and July 31, 2015**

On MOTION by Mr. Martinez seconded by Ms. Boue with all in favor the financial statements were accepted and the check register and invoices were approved for the period ending June 30, 2015 and July 31, 2015.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further questions or comments,

On MOTION by Mr. Martinez seconded by Ms. Boue with all in favor the meeting was adjourned.

  
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Kenneth Cassel  
Secretary

  
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Eric Martinez  
Chairman