

**MINUTES OF MEETING  
SPICEWOOD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Spicewood Community Development District was held on Wednesday, January 27, 2016 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 (via phone)	Vice Chairperson
Nushine Hosseini	Assistant Secretary
Marisol L. Varela	Assistant Secretary

Also present were:

Kenneth Cassel	District Manager
Ginger Wald	District Counsel

*The following is a summary of the minutes and actions taken at the January 27, 2016 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 on Agenda Items**  
There being no audience, the next item followed.

**THIRD ORDER OF BUSINESS**   **Approval of the Minutes of the October 28, 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 Dr. Varela with all in favor the minutes of the October 28, 2015 meeting were approved.
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**FOURTH ORDER OF BUSINESS**   **District Manager's Report**

**A. Acceptance of the Financial Audit for Year Ending September 30, 2015**

Mr. Cassel directed the Board to look at the Management Letter included with the audit and pointed out important items; this was a clean audit.

On MOTION by Mr. Martinez seconded by Ms. Hosseini with all in favor the financial audit performed by Grau & Associates for year ending September 30, 2015 was accepted.

**FIFTH ORDER OF BUSINESS**

**Attorney’s Report**

District Counsel had nothing additional to report.

**SIXTH ORDER OF BUSINESS**

**Supervisor Requests & Audience Comments**

Ms. Boue inquired about construction on a parcel along 240<sup>th</sup> Street and 112<sup>th</sup> Avenue, behind the townhomes, on the northeast corner of the intersection of 240<sup>th</sup> and 112<sup>th</sup>. Mr. Cassel and Counsel will check on this area’s construction.

Parking at the school area where no-parking signs are already posted was discussed. Mr. Cassel will draft a letter of request to the County Sheriff’s Department regarding the non-compliance of the signs and the issue of residents parking in the crosswalks.

Ms. Boue noted after looking up information on the construction parcel, she found it is a vacant-residential area primarily zoned for townhomes.

**SEVENTH ORDER OF BUSINESS**

**Acceptance of Financial Statements, Approval of the Check Register and Invoices as of December 31, 2015**

Mr. Cassel noted the assessments are approximately 85%, closer to 90% collected, which is right for this time of December. Most homeowners pay in the end of November and first part of December in order to get the discount.

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 December 31, 2015.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments**

There not being any, the next item followed.


**NINTH ORDER OF BUSINESS**

**Adjournment**

There being no further questions or comments,

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

  
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Kenneth Cassel  
Secretary

  
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Eric Martinez  
Chairman