



**TREE ISLAND ESTATES  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
MARCH 26, 2024  
6:00 P.M.**

Special District Services, Inc.  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, FL 33193

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

786.303.3661 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT**  
Kendall Executive Center  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, Florida 33193  
**REGULAR BOARD MEETING**  
March 26, 2024  
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. October 24, 2023 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Installation of Cameras Throughout District - Internet
- H. New Business
  - 1. Consider Resolution No. 2024-01 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 6
  - 2. Discussion Regarding Required Ethics Training.....Page 13
  - 3. Enforcement of County “No Parking” Signs
  - 4. Discussion Regarding Cracked Sidewalks
- I. Administrative Matters
  - 1. Discussion Regarding General Election Qualifying Period (Seat #3, #4 & #5): Noon, Monday, June 10, 2024 through Noon, Friday, June 14, 2024
- J. Additional Board Member/Staff Comments and Requests
- K. Adjourn

MIAMI-DADE

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, of Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT - FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

in the XXXX Court, was published in a newspaper by print in the issues of Miami Daily Business Review f/k/a Miami Review on

10/13/2023

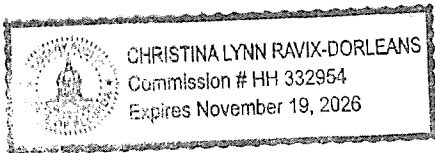
Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

*Guillermo Garcia*

Sworn to and subscribed before me this 13 day of OCTOBER, A.D. 2023

*C. Ramirez-Daugh*

(SEAL)  
GUILLERMO GARCIA personally known to me



**TREE ISLAND ESTATES  
COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024  
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Tree Island Estates Community Development District (the "District") will hold Regular Meetings in the conference room at the Kendall Executive Center located at 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193 at 8:00 p.m., on the following dates:

- October 24, 2023
- November 28, 2023
- March 26, 2024
- April 23, 2024
- May 28, 2024
- June 25, 2024
- July 23, 2024
- August 27, 2024

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922, prior to date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussion taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT

www.treeislandestatescdd.org  
10/13

23-63/000688515M

**TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 24, 2023**

**A. CALL TO ORDER**

The October 24, 2023, Regular Board Meeting of the Tree Island Estates Community Development District (the “District”) was called to order at 6:01 p.m. in the meeting room at the Kendall Executive Office located at 8785 SW 165<sup>th</sup> Avenue, Suite 200, Miami, Florida 33193.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 13, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

It was determined that the attendance of Chairperson Luis Delrio, Vice Chairperson Monica Suarez and Supervisors Oremia Delrio and Donville Morisson constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Managers Armando Silva of Special District Services, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. July 25, 2023, Regular Board Meeting & Public Hearing**

The minutes of the **July 25, 2023, Regular Board Meeting & Public Hearing** were presented for approval.

A <b>MOTION</b> was made by Mr. Delrio, seconded by Mr. Morrison and unanimously passed approving the minutes of the <b>July 25, 2023, Regular Board Meeting &amp; Public Hearing</b> , as presented.
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**G. OLD BUSINESS**

**1. Update Regarding Installation of Cameras Throughout District**

Mr. Silva stated that the solar panels being utilized to power the cameras have been upgraded to withstand longer timeframes without sunlight. This upgrade was done by adding an extra battery to each solar panel power system. Mr. Delrio requested that License Plate Recognition Cameras be added to the rotunda along SW 153<sup>rd</sup> Avenue and SW 23<sup>rd</sup> Street after which Mr. Silva stated that an

electrical line would have to be installed from the main electrical panel to the roundabout. Mr. Silva stated that he has a contractor working on this task which should be completed soon.

## **2. Update Regarding Forming a Neighborhood Crime Watch Group**

Mr. Delrio stated that a meeting between the community and the Neighborhood Crime Watch Group had taken place and that it was a success.

## **3. Update regarding Wooden Bollards**

Mr. Silva stated that installation of wooden bollards along the swale areas located along SW 153<sup>rd</sup> Avenue and SW 23<sup>rd</sup> Street was going to cost the District about \$16,000 and would potentially not be allowed by the County. He also stated that it may be more economical to install shrubs which could be removed in case it was needed. A discussion ensued after which;

A **motion** was made by Mr. Delrio, seconded by Mrs. Delrio and unanimously passed, approving the installation of shrubs for an amount not to exceed \$6,000.

## **H. AUDIT SELECTION COMMITTEE**

### **1. Ranking of Proposals/Consider Selection of an Auditor**

Mr. Silva recessed the Tree Island Estates CDD Regular Board Meeting and simultaneously called to order a meeting of the Audit Committee at approximately 6:17 p.m. The purpose of the Audit Committee meeting is to rank and recommend, in order of preference, no fewer than three (3) audit firms to perform the required auditing services for three (3) fiscal years commencing with the 2023/2024 audit and to include a 2-year renewal option.

The District Manager (“DM”), who was previously appointed to the Audit Committee, explained that only one (1) audit firm had responded to the legal advertisement requesting proposals to perform annual audits for fiscal years ending 9/30/2023, 9/30/2024, 9/30/2025 and to include a 2-year renewal option for fiscal years 9/30/2026 and 9/30/2027. Consequently, the DM asked the Audit Committee to waive the three (3) audit proposer rule and also rank the firm of Grau & Associates #1, the only qualified and responsible firm. A discussion ensued after which:

A **motion** was made by Mr. Morrison, seconded by Mr. Delrio and unanimously passed to waive the three (3) audit proposer rule and to rank the firm of Grau & Associates deemed to be most qualified to perform the auditing services (current audit firm) as #1.

There being no further Audit Committee business to conduct, Mr. Silva adjourned the Audit Committee Meeting and simultaneously reconvened the Regular Board Meeting at approximately 6:18 p.m. A discussion ensued after which;

A **motion** was made by Mr. Delrio, seconded by Mr. Morrison and unanimously passed authorizing the District Manager to engage the firm of Grau & Associates, a qualified and responsible auditing firm proposer (current auditor), to perform audits for the three (3) fiscal years 2023, 2024 and 2025; and the fees for the fiscal years will be \$3,400, \$3,500 and \$3,600, respectively; and to provide in the engagement a 2-year renewal option for the fiscal years 2026 and 2027; and the fees for the option years, subject to fee adjustments for inflation, will be \$3,700 and \$3,800, respectively.

**I. NEW BUSINESS**

**1. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2022/2023 Amended Budget**

Mr. Silva presented Resolution No. 2023-06, entitled:

**RESOLUTION NO. 2023-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Silva explained, as is done every year for administrative and statutory requirements, within 60 days of any given fiscal year end, the Board adopts a revised/amended budget for said year. The fiscal year ended on September 30, 2023. This is the reason it is administrative in nature (past year’s budget for past year’s expenses) and will serve as the Board’s final approval/ratification of the District’s expenditures for the past fiscal year.

A **MOTION** was made by Mr. Morrison, seconded by Mr. Delrio and unanimously passed adopting Resolution No. 2022-05, adopting and approving the Amended Fiscal Year 2022/2023 Budget, as presented.

**2. Consider First Amendment to the Engineering Agreement – Alvarez Engineers**

Mr. Silva presented the Agreement between the District and Alvarez Engineers, Inc. and explained its purpose. A discussion ensued after which;

A **motion** was made by Ms. Suarez, seconded by Mr. and unanimously passed to approve the District Engineer Agreement with Alvarez Engineers, Inc.; and authorizes District officials to execute the contract/agreement for engineering services.

**J. ADMINISTRATIVE MATTERS**

There were no administrative matters to discuss.

**K. ADDITIONAL BOARD MEMBER/STAFF COMMENTS AND REQUESTS**

There were no additional Board Member/Staff comments or requests.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **MOTION** was made by Mr. Delrio, seconded by Mr. Morrison to adjourn the Regular Board Meeting at 6:29 p.m. There were no objections.

**ATTESTED BY:**

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**Secretary/Assistant Secretary**

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**Chairman/Vice-Chair**

**RESOLUTION NO. 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (“Board”) of the Tree Island Estates Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

**WHEREAS**, the Proposed Budget including the Assessments for Fiscal Year 2024/2025 has been prepared and considered by the Board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** The Proposed Budget including the Assessments for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for May 28, 2024 at 6:00 p.m. in the Kendall Executive Center, 8785 SW 165<sup>th</sup> Avenue, Suite 200, Miami, Florida 33193, for the purpose of receiving public comments on the Proposed Fiscal Year 2024/2025 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 26<sup>th</sup> day of March, 2024.

**ATTEST:**

**TREE ISLAND ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice-Chairperson



Tree Island Estates  
Community Development District

**Proposed Budget For  
Fiscal Year 2024/2025  
October 1, 2024 - September 30, 2025**

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- IV      ASSESSMENT COMPARISON**

**PROPOSED BUDGET**  
**TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2024/2025 BUDGET
<b>REVENUES</b>	
Administrative Assessments	75,580
Maintenance Assessments	44,782
Debt Assessments	124,424
Other Revenues	0
Interest Income	600
<b>TOTAL REVENUES</b>	<b>\$ 245,386</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	
Supervisor Fees	5,000
Employer Taxes - Payroll	400
Management	28,020
Secretarial	3,900
Legal	9,250
Assessment Roll	6,000
Audit Fees	3,500
Insurance	6,900
Legal Advertisements	2,000
Miscellaneous	1,050
Postage	250
Office Supplies	500
Website	750
Dues & Subscriptions	175
Trustee Fee	3,600
Continuing Disclosure Fee	350
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 71,645</b>
<b>MAINTENANCE EXPENDITURES</b>	
Aquatic Maintenance	3,500
Lawn/Landscape Maintenance	19,000
Preserve Maintenance	16,000
Maintenance Contingency	9,000
Irrigation System Maintenance	2,860
Entrance Feature	1,000
Entrance Feature Project	0
Security Cameras Maintenance/Internet	3,500
Engineering/Inspections	2,500
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 57,360</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 129,005</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 116,381</b>
Bond Payments	(116,959)
<b>Balance</b>	<b>\$ (578)</b>
County Appraiser & Tax Collector Fee	(4,896)
Discounts For Early Payments	(9,791)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (15,265)</b>
Carryover From Prior Year	15,265
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
<b>REVENUES</b>				
Administrative Assessments	66,244	73,994	75,580	Expenditures Less Interest/.94
Maintenance Assessments	54,442	46,381	44,782	Expenditures Less Carryover/.94
Debt Assessments	123,690	124,424	124,424	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	7,948	300	600	Estimated At \$50 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 252,324</b>	<b>\$ 245,099</b>	<b>\$ 245,386</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
Supervisor Fees	4,000	5,000	5,000	No Change From 2023/2024 Budget
Employer Taxes - Payroll	306	400	400	Projected At 8% Of Supervisor Fees
Management	26,412	27,204	28,020	CPI Adjustment (Capped At 3%)
Secretarial	3,900	3,900	3,900	No Change From 2023/2024 Budget
Legal	10,445	9,250	9,250	No Change From 2023/2024 Budget
Assessment Roll	6,000	6,000	6,000	No Change From 2023/2024 Budget
Audit Fees	3,800	3,900	3,500	Accepted Amount For 2023/2024 Audit
Insurance	6,493	6,900	6,900	Fiscal Year 2023/2024 Expenditure Was \$6,862
Legal Advertisements	373	550	2,000	Costs Will Increase Due To Closing Of The Miami Business Review
Miscellaneous	966	1,100	1,050	\$50 Decrease From 2023/2024 Budget
Postage	379	250	250	No Change From 2023/2024 Budget
Office Supplies	375	525	500	\$25 Decrease From 2023/2024 Budget
Website	750	750	750	No Change From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fee	3,548	3,600	3,600	No Change From 2023/2024 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2023/2024 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 68,272</b>	<b>\$ 69,854</b>	<b>\$ 71,645</b>	
<b>MAINTENANCE EXPENDITURES</b>				
Aquatic Maintenance	2,824	3,500	3,500	No Change From 2023/2024 Budget
Lawn/Landscape Maintenance	17,592	19,000	19,000	No Change From 2023/2024 Budget
Preserve Maintenance	15,575	16,000	16,000	No Change From 2023/2024 Budget
Maintenance Contingency	46,196	9,000	9,000	No Change From 2023/2024 Budget
Irrigation System Maintenance	150	2,860	2,860	No Change From 2023/2024 Budget
Entrance Feature	0	1,000	1,000	No Change From 2023/2024 Budget
Entrance Feature Project	0	25,000	0	Fiscal Year 2023/2024 Budget Item Only
Security Camera Maintenance/Internet	0	0	3,500	Security Camera Maintenance/Internet
Engineering/Inspections	1,060	2,500	2,500	No Change From 2023/2024 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 83,397</b>	<b>\$ 78,860</b>	<b>\$ 57,360</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 151,669</b>	<b>\$ 148,714</b>	<b>\$ 129,005</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 100,655</b>	<b>\$ 96,385</b>	<b>\$ 116,381</b>	
Bond Payments	(117,914)	(116,959)	(116,959)	2025 Principal & Interest Payments
<b>Balance</b>	<b>\$ (17,259)</b>	<b>\$ (20,574)</b>	<b>\$ (578)</b>	
County Appraiser & Tax Collector Fee	(2,351)	(4,896)	(4,896)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(9,044)	(9,792)	(9,791)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (28,654)</b>	<b>\$ (35,262)</b>	<b>\$ (15,265)</b>	
Carryover From Prior Year	0	35,262	15,265	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ (28,654)</b>	<b>\$ -</b>	<b>\$ -</b>	

# DETAILED PROPOSED DEBT SERVICE BUDGET

TREE ISLAND ESTATES COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024/2025

OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	3,033	100	400	Projected Interest For 2024/2025
NAV Tax Collection	117,913	116,959	116,959	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 120,946</b>	<b>\$ 117,059</b>	<b>\$ 117,359</b>	
<b>EXPENDITURES</b>				
Principal Payments	80,000	64,000	68,000	Principal Payment Due In 2025
Interest Payments	35,835	52,313	48,564	Interest Payments Due In 2025
Bond Redemption	67,000	746	795	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 182,835</b>	<b>\$ 117,059</b>	<b>\$ 117,359</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ (61,889)</b>	<b>\$ -</b>	<b>\$ -</b>	

### Series 2023 Bond Modification Information

Original Par Amount =	\$953,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.68%	Annual Interest Payments Due =	May 1st & November 1st
Modification Date =	May 2023		
Maturity Date =	May 2034		
Par Amount As Of 1/1/24 =	\$953,000		

## Tree Island Estates CDD Assessment Comparison

	Fiscal Year 2021/2022 Assessment <u>Before Discount*</u>	Fiscal Year 2022/2023 Assessment <u>Before Discount*</u>	Fiscal Year 2023/2024 Assessment <u>Before Discount*</u>	Fiscal Year 2024/2025 <b>Projected Assessment</b> <u>Before Discount*</u>
Administrative	\$ 225.43	\$ 240.95	\$ 270.06	\$ <b>275.85</b>
Maintenance	\$ 214.94	\$ 199.42	\$ 169.28	\$ <b>163.45</b>
<u>Debt</u>	<u>\$ 453.08</u>	<u>\$ 453.08</u>	<u>\$ 454.11</u>	<u>\$ <b>454.11</b></u>
<b>Total</b>	<b>\$ 893.45</b>	<b>\$ 893.45</b>	<b>\$ 893.45</b>	<b>\$ 893.41</b>

\* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

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Total Units 274



## **Ethics Training**

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
  - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
  - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at [www.sdsinc.org/links](http://www.sdsinc.org/links).

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.