



**KEYS EDGE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
JANUARY 12, 2017  
1:45 P.M.**

Special District Services, Inc.  
6625 Miami Lakes Drive, Suite 374  
Miami Lakes, FL 33014

[www.keysedgecdd.org](http://www.keysedgecdd.org)  
305.777.0761 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT**  
8500 S.W. 8<sup>th</sup> Street, Suite 228  
Conference Room  
Miami, Florida 33144  
**REGULAR BOARD MEETING**  
January 12, 2017  
1:45 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. June 16, 2016 Regular Board Meeting & Public Hearing.....Page 2
  - 2. November 10, 2016 Regular Board Meeting (cancelled due to lack of quorum – no minutes)
- G. Old Business
  - 1. Staff Report as Required
- H. New Business
  - 1. Consider Resolution No. 2017-01 – Adopting a Fiscal Year 2015/2016 Amended Budget.....Page 6
  - 2. Consider Resolution No. 2017-02 – Authorizing Electronic Approvals & Check Signers.....Page 9
- I. Administrative & Operational Matters
  - 1. Staff Report as Required
- J. Board Member & Staff Closing Comments
- K. Adjourn

**MIAMI DAILY BUSINESS REVIEW**

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared OCTELMA V. FERBEYRE, who on oath says that he or she is the VICE PRESIDENT, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE

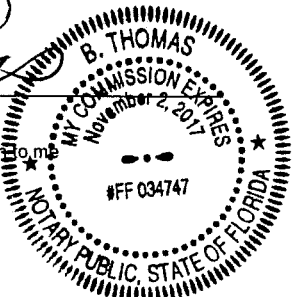
in the XXXX Court,  
was published in said newspaper in the issues of

09/26/2016

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this  
26 day of SEPTEMBER, A.D. 2016

(SEAL)  
OCTELMA V. FERBEYRE personally known to me



**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the **Keys Edge Community Development District** will hold Regular Meetings in the Conference Room at 8500 S.W. 8th Street, 2nd Floor, Suite 228, Miami, Florida 33144 at 1:45 p.m. on the following dates:

- October 13, 2016
- November 10, 2016
- January 12, 2017
- February 9, 2017
- March 9, 2017
- April 13, 2017
- May 11, 2017
- June 8, 2017
- July 13, 2017
- September 14, 2017

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at (305) 777-0761 and/or 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions 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 (305) 777-0761 and/or 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.

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT**

www.keysedgecdd.org  
9/26

16-80/0000154692M

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 16, 2016

**A. CALL TO ORDER**

District Manager Neil Kalin called the June 16, 2016, Regular Board Meeting of the Keys Edge Community Development District to order at 1:58 p.m. in the Conference Room at 8500 SW 8<sup>th</sup> Street, Suite 228, Miami, Florida 33144.

**B. PROOF OF PUBLICATION**

Mr. Kalin presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on May 27, 2016, and June 3, 2016, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Kalin determined that the presence of Chairman Angel Valdes and Supervisors Ileana Ramirez and Yuthit Baez constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were: District Manager Neil Kalin and Armando Silva of Special District Services, Inc.; and General Counsel Gerald Knight 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 public in attendance; therefore, there were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. April 14, 2016, Regular Board Meeting**

Mr. Kalin presented the minutes of the April 14, 2016, Regular Board Meeting and asked if there were any changes and/or corrections. A **motion** was then made by Ms. Baez, seconded by Ms. Ramirez and unanimously passed to approve the minutes of the April 14, 2016, Regular Board Meeting, as presented.

*Note: At approximately 2:02 p.m., Mr. Kalin recessed the Regular Board Meeting and simultaneously opened the public hearing for the purpose of receiving public comment on the fiscal year 2016/2017 final operating fund budget.*

**G. PUBLIC HEARING**

**1. Proof of Publication**

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 16, 2016

Mr. Kalin presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on May 27, 2016, and June 3, 2016, as legally required.

**2. Receive Public Comment on the Fiscal Year 2016/2017 Final Budget**

Mr. Kalin opened the public comment portion of the Public Hearing to receive comments on the fiscal year 2016/2017 budget. Mr. Kalin stated that the fiscal year 2016/2017 operating budget would be funded by the provisions of the Fiscal Year 2016/2017 Developer's Funding Agreement between the District and the majority landowner in the District. There being no public comments, Mr. Kalin closed the public comment portion of the Public Hearing.

**3. Consider Resolution No. 2016-02 – Adopting a Fiscal Year 2016/2017 Final Budget**

Mr. Kalin presented Resolution No. 2016-02, entitled:

**RESOLUTION NO. 2016-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT  
APPROVING AND ADOPTING A FISCAL YEAR 2016/2017  
FINAL BUDGET PURSUANT TO CHAPTER 190, FLORIDA  
STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Kalin read the title of the resolution into the record and stated that the resolution provides for approving and adopting the fiscal year 2016/2017 final operating fund budget. A discussion ensued after which:

A **motion** was made by Ms. Baez, seconded by Mr. Valdes and unanimously passed to approve and adopt Resolution No. 2016-02, as presented, thereby setting the fiscal year 2016/2017 final operating fund budget.

*Note: At approximately 2:06 p.m., Mr. Kalin closed the Public Hearing and simultaneously reconvened the Regular Board Meeting and continued with the agenda.*

**H. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**I. NEW BUSINESS**

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 16, 2016

**1. Consider Resolution No. 2016-03 – Adopting a Fiscal Year 2016/2017 Meeting Schedule**

Mr. Kalin presented Resolution No. 2016-03, entitled:

**RESOLUTION NO. 2016-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2016/2017 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Kalin read the title of the resolution into the record and provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Ms. Baez, seconded by Ms. Ramirez and unanimously passed to approve and adopt Resolution No. 2016-03, as presented, thereby setting the regular meeting schedule for the 2016/2017 fiscal year; and authorizes publication of the meeting schedule, as required by law.

**2. Consider Developer’s Funding Agreement for Fiscal Year 2016/2017**

Mr. Kalin presented the Developer’s Funding Agreement for the Fiscal Year 2016/2017 between the District and Grec Homes IX, LLC, (the “Agreement”), the primary developer of lands within the boundaries of the District, and provided an explanation for the Agreement. A discussion ensued after which:

A **motion** was made by Ms. Baez, seconded by Ms. Ramirez and unanimously passed to approve and adopt, as presented, the Developer’s Funding Agreement for the Fiscal Year 2016/2017 between the District and Grec Homes IX, LLC.

**J. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Statement of Financial Interests - Disclosure – 2015 Form 1, Filing Deadline: July 1, 2016.**

The Board Members were reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2015 Statement of Financial Interests Form 1. The deadline for submittal of the **2015 Form 1** (the “Form”) is July 1, 2016.

**2. Staff Report as Required**

There was no Report required at this time.

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 16, 2016

**K. BOARD MEMBER & STAFF CLOSING COMMENTS**

Mr. Kalin stated that unless an emergency were to arise, the Board/District would not be required to meet again until this November.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Valdes, seconded by Ms. Ramirez and unanimously passed to adjourn the Regular Board Meeting at approximately 2:14 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

**RESOLUTION NO. 2017-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2015/2016 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Keys Edge Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

**WHEREAS**, the District has prepared for consideration and approval an Amended Budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2015/2016 attached hereto as Exhibit “A” is hereby approved and adopted.

**Section 2.** The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

**PASSED, ADOPTED and BECOMES EFFECTIVE** this 12<sup>th</sup> day of January, 2017.

**ATTEST:**

**KEYS EDGE  
COMMUNITY DEVELOPMENT DISTRICT**

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

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



Keys Edge  
Community Development District

**Amended Final Budget For  
Fiscal Year 2015/2016  
October 1, 2015 - September 30, 2016**

**AMENDED FINAL BUDGET**  
**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2015/2016**  
**OCTOBER 1, 2015 - SEPTEMBER 30, 2016**

	<b>FISCAL YEAR 2015/2016 BUDGET 10/1/15 - 9/30/16</b>	<b>AMENDED FINAL BUDGET 10/1/15 - 9/30/16</b>	<b>YEAR TO DATE ACTUAL 10/1/15 - 9/29/16</b>
<b>REVENUES</b>			
O & M Assessments	0	0	0
Debt Assessments	0	0	0
Developer Contribution	10,676	11,100	10,640
Other Income	0	0	0
Interest Income	5	0	0
<b>Total Revenues</b>	<b>\$ 10,681</b>	<b>\$ 11,100</b>	<b>\$ 10,640</b>
<b>EXPENDITURES</b>			
Supervisor Fees	0	0	0
Engineering/Inspections	0	0	0
Management	2,475	2,475	2,475
Legal	3,000	4,025	3,775
Assessment Roll	0	0	0
Audit Fees	0	0	0
Arbitrage Rebate Fee	0	0	0
Insurance	3,206	2,850	2,850
Legal Advertisements	750	700	455
Miscellaneous	250	100	69
Postage	100	50	47
Office Supplies	225	225	201
Dues & Subscriptions	175	175	175
Trustee Fees	0	0	0
Continuing Disclosure Fee	0	0	0
Website Management	500	500	500
<b>Total Expenditures</b>	<b>\$ 10,681</b>	<b>\$ 11,100</b>	<b>\$ 10,547</b>
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 93</b>

Fund Balance As Of 9/30/2015
Projected FY 2015/2016 Activity
Fund Balance As Of 9/30/2016

\$0
\$0
\$0

**RESOLUTION NO. 2017-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES VIA ELECTRONIC APPROVAL PROCESSES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The Keys Edge Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

**WHEREAS**, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic approval processes, from the checking/operating account;

**WHEREAS**, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Peter Pimentel, Neil Kalin and \_\_\_\_\_ to serve as the signatories, as required, on the District checking/operating account; and

**WHEREAS**, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:**

**Section 1.** The above recitals are hereby adopted.

**Section 2.** Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

**Section 3.** When necessary to write checks, the signature of two (2) of the six (6) signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

**PASSED, ADOPTED and BECOMES EFFECTIVE** this 12<sup>th</sup> day of January, 2017.

**ATTEST:**

**KEYS EDGE  
COMMUNITY DEVELOPMENT DISTRICT**

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

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