



**KEYS EDGE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MAY 10, 2018
1:45 P.M.**

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

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AGENDA
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
8500 S.W. 8th Street, Suite 228
Conference Room
Miami, Florida 33144
REGULAR BOARD MEETING
May 10, 2018
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. November 9, 2017 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Staff Report as Required
- H. New Business
 - 1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 5
- I. Administrative & Operational Matters
 - 1. Discussion Regarding Statement of Financial Interests – **2017 Form 1**
 - 2. 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 MARIA MESA, who on oath says that he or she is the LEGAL CLERK, 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 2017/2018 REGULAR MEETING SCHEDULE

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

09/21/2017

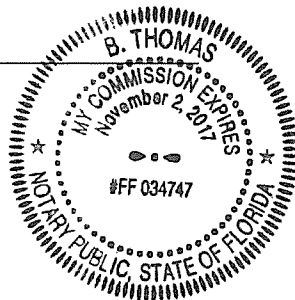
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has 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
21 day of SEPTEMBER, A.D. 2017

B. Thomas

(SEAL)

MARIA MESA personally known to me



**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Keys Edge Community Development District (the "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 12, 2017
- November 9, 2017
- January 11, 2018
- February 8, 2018
- March 8, 2018
- April 12, 2018
- May 10, 2018
- June 14, 2018
- July 12, 2018
- September 13, 2018

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. 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 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 toll free at 1-877-737-4922, prior to the 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 discussions taking place. Said meetings 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 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 with no advertised notice.

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT

www.keysedgedcdd.org
9/21

17-137/0000259637M

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 9, 2017

A. CALL TO ORDER

District Manager Neil Kalin called the November 9, 2017, Regular Board Meeting of the Keys Edge Community Development District to order at 1:59 p.m. in the Conference Room at 8500 SW 8th 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 September 21, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. SEAT RE-ELECTED BOARD MEMBER(S) AND/OR NEW BOARD MEMBERS

Mr. Kalin seated and welcomed the re-elected Board Member, Angel Valdes.

D. ADMINISTER OATH OF OFFICE & REVIEW BOARD MEMBER RESPONSIBILITIES AND DUTIES

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to Angel Valdez and reminded the re-elected Board Member of his duties and responsibilities with emphasis on the Sunshine Law, Financial Disclosure, Public Records Law and the Code of Ethics for Public Officials.

E. ESTABLISH A QUORUM

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

Also in attendance were: District Managers Neil Kalin and Armando Silva of Special District Services, Inc.; and General Counsel Gerald Knight, attending via speaker conference phone, of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

F. ELECTION OF OFFICERS

Mr. Kalin stated that as a result of today's Landowners' Election/Meeting and the new terms of office it would be in order to re-elect officers to the Board. The following names were suggested for election:

- Chairperson – Angel Valdes
- Vice Chairperson – Ileana Ramirez
- Secretary/Treasurer – Neil Kalin
- Assistant Secretaries – Maggie Clavelo, Gloria Perez and Armando Silva

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 9, 2017

A discussion ensued after which the following motion was made:

A **motion** was made by Ms. Clavelo, seconded by Mr. Valdes and unanimously passed to *elect* the officers of the Keys Edge Community Development District Board of Supervisors, as listed above.

G. CONFIRMATION OF LANDOWNERS' ELECTION RESULTS

Mr. Kalin restated the Keys Edge Community Development District's Landowners' Meeting/Election results and recommended to the Board that the election results be confirmed.

A **motion** was made by Ms. Ramirez, seconded by Mr. Valdes and unanimously passed to confirm the Landowners' Meeting election results: Angel Valdes (*Seat #1*) received **81 votes** and will serve a 4-year term of office (November 2021); and there was declared a vacant 4-year term of office in *Seat #2* and a vacant 2-year term of office in *Seat #5*.

H. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

I. 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.

J. APPROVAL OF MINUTES

1. June 15, 2017, Public Hearing & Regular Board Meeting

Mr. Kalin presented the minutes of the June 15, 2017, Public Hearing & Regular Board Meeting and asked if there were any changes and/or corrections. There being no changes, a **motion** was made by Ms. Clavelo, seconded by Ms. Ramirez and unanimously passed to approve the minutes of the June 15, 2017, Public Hearing & Regular Board Meeting, *as presented*.

K. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

L. NEW BUSINESS

1. Consider Resolution No. 2017-08 – Adopting FY 2016/2017 Amended Final Budget

Mr. Kalin presented Resolution No. 2017-08, entitled:

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 9, 2017

RESOLUTION NO. 2017-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Mr. Kalin read the title of the resolution into the record and provided an explanation for the document. The Operating Fund (currently Developer funded) as of September 30, 2017, had a positive balance. A discussion ensued after which;

A **motion** was made by Ms. Clavelo, seconded by Mr. Valdes and unanimously passed to approve and adopt Resolution No. 2017-08, *as presented*; thereby setting the amended/revised final budget for the 2016/2017 fiscal year.

M. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Discussion Regarding Upcoming Meeting Schedule/Holidays

Unless an emergency were to arise, the District/Board would not meet again until after the New Year.

N. BOARD MEMBER & STAFF CLOSING COMMENTS

Holiday greetings were exchanged by those in attendance.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Clavelo, seconded by Ms. Ramirez and unanimously passed to adjourn the Regular Board Meeting at 2:09 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Keys Edge Community Development District (“District”) is required by Section 190.008(2)(a), *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget for Fiscal Year 2018/2019 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for July 12, 2018 at 1:45 p.m. in the Conference Room located at 8500 S.W. 8th Street, 2nd Floor, Suite 228, Miami, Florida 33144, for the purpose of receiving public comments on the Proposed Fiscal Year 2018/2019 Budget.

PASSED, ADOPTED and EFFECTIVE this 10th day of May, 2018.

ATTEST:

**KEYS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Edge
Community Development District

**Proposed Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

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- II DETAILED PROPOSED BUDGET

PROPOSED BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
O&M Assessments	0
Developer Contribution	11,475
Debt Assessments	0
Interest Income	0
TOTAL REVENUES	\$ 11,475
EXPENDITURES	
Supervisor Fees	0
Engineering/Inspections	0
Management	2,475
Legal	3,750
Assessment Roll	0
Audit Fees	0
Arbitrage Rebate Fee	0
Insurance	3,200
Legal Advertisements	700
Miscellaneous	250
Postage	100
Office Supplies	225
Dues & Subscriptions	175
Trustee Fees	0
Continuing Disclosure Fee	0
Website Management	600
TOTAL EXPENDITURES	\$ 11,475
REVENUES LESS EXPENDITURES	\$ -
Bond Payments	0
BALANCE	\$ -
County Appraiser & Tax Collector Fee	0
Discounts For Early Payments	0
EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
O&M Assessments	0	0	0	
Developer Contribution	11,696	11,268	11,475	Developer Contribution
Debt Assessments	0	0	0	
Interest Income	0	5	0	No Change From 2017/2018 Budget
TOTAL REVENUES	\$ 11,696	\$ 11,273	\$ 11,475	
EXPENDITURES				
Supervisor Fees	0	0	0	No Change From 2017/2018 Budget
Engineering/Inspections	0	0	0	No Change From 2017/2018 Budget
Management	2,475	2,475	2,475	No Change From 2017/2018 Budget
Legal	3,803	3,500	3,750	\$250 Increase From 2017/2018 Budget
Assessment Roll	0	0	0	No Change From 2017/2018 Budget
Audit Fees	0	0	0	No Change From 2017/2018 Budget
Arbitrage Rebate Fee	0	0	0	No Change From 2017/2018 Budget
Insurance	2,907	3,198	3,200	Insurance Estimate
Legal Advertisements	289	750	700	\$50 Decrease From 2017/2018 Budget
Miscellaneous	40	250	250	No Change From 2017/2018 Budget
Postage	100	100	100	No Change From 2017/2018 Budget
Office Supplies	156	225	225	No Change From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fees	0	0	0	No Change From 2017/2018 Budget
Continuing Disclosure Fee	0	0	0	No Change From 2017/2018 Budget
Website Management	500	600	600	No Change From 2017/2018 Budget
TOTAL EXPENDITURES	\$ 10,445	\$ 11,273	\$ 11,475	
REVENUES LESS EXPENDITURES	\$ 1,251	\$ -	\$ -	
Bond Payments	0	0	0	2019 P & I Payments Less Earned Interest
BALANCE	\$ 1,251	\$ -	\$ -	
County Appraiser & Tax Collector Fee	0	0	0	Two Percent Of Total Assessment Roll
Discounts For Early Payments	0	0	0	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 1,251	\$ -	\$ -	