



**KEYS EDGE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 12, 2020
1:30 P.M.**

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

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. 8th Street, Suite 228
Conference Room
Miami, Florida 33144
REGULAR BOARD MEETING
March 12, 2020
1:30 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. January 9, 2020 Regular Board MeetingPage 2
- G. Old Business
 - 1. Staff Report as Required
- H. New Business
 - 1. Consider Resolution No. 2020-02 – Adopting a Fiscal Year 2020/2021 Proposed Budget.....Page 5
- 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 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, 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 2019/2020 REGULAR MEETING SCHEDULE

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

09/26/2019

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.

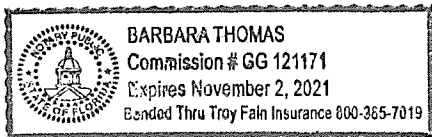
Guillermo Garcia

Sworn to and subscribed before me this
26 day of SEPTEMBER, A.D. 2019

Barbara Thomas

(SEAL)

GUILLERMO GARCIA personally known to me



**KEYS EDGE COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020 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 1:30 p.m. on the following dates:

- October 10, 2019
- November 14, 2019
- December 12, 2019
- January 8, 2020
- February 13, 2020
- March 12, 2020
- April 9, 2020
- May 14, 2020
- June 11, 2020
- July 9, 2020
- August 13, 2020
- September 10, 2020

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 canceled from time to time with no advertised notice.

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT

www.keysedgeccdd.org
9/26

19-122/0000427689M

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 9, 2020**

A. CALL TO ORDER

District Manager Nancy Nguyen called the January 9, 2020, Regular Board Meeting of the Keys Edge Community Development District (the “District”) to order at 1:31 p.m. in the Conference Room at 8500 SW 8th Street, 2nd Floor, Suite 228, Miami, Florida 33144.

B. PROOF OF PUBLICATION

Ms. Nguyen presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on September 26, 2019, as part of the District’s Fiscal Year 2019/2020 Regular Meeting Schedule, *as legally required*.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Vice Chairperson Ileana Ramirez and Supervisors Maggie Clavelo, José Garcia and Michael Yanopoulos constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Nancy Nguyen 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

Ms. Nguyen stated that she was in possession of José Garcia’s resignation from Seat #2 with an effective date of January 9, 2020, and it would be in order for the Board to consider same. A discussion ensued after which;

A **motion** was made by Ms. Clavelo, seconded by Ms. Ramirez and unanimously passed to accept the resignation of José Garcia from Seat #2 effective at the conclusion of the meeting of January 9, 2020.

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. November 14, 2019, Regular Board Meeting

Ms. Nguyen presented the minutes of the November 14, 2019, Regular Board Meeting and asked if there were any changes and/or corrections. There being no changes, a **motion** was made by Ms. Ramirez, seconded by Mr. Yanopoulos and unanimously passed approving the minutes of the November 14, 2019, Regular Board Meeting, *as presented*.

G. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

H. NEW BUSINESS

1. Consider Resolution No. 2020-01 – Amending District Boundaries (Expansion) Petition

Ms. Nguyen presented Resolution No. 2020-01, entitled:

RESOLUTION NO. 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION NO. 2008-10, AUTHORIZING AND DIRECTING THE CHAIRPERSON AND/OR VICE CHAIRPERSON AND DISTRICT STAFF TO FILE A PETITION WITH THE MIAMI-DADE COUNTY COMMISSION AND FLORIDA CITY, FLORIDA, REQUESTING THE PASSAGE OF AN ORDINANCE AMENDING THE DISTRICT’S BOUNDARIES; AUTHORIZING SUCH OTHER ACTIONS AS ARE NECESSARY IN FURTHERANCE OF THE BOUNDARY AMENDMENT PROCESS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen explained that the purpose of the resolution authorizes the Board and District Staff to file a petition with the Miami-Dade County Commission and Florida City, requesting the passage of an ordinance amending the District’s boundaries to include certain lands adjacent to the current District boundaries. A discussion ensued after which:

A **motion** was made by Mr. Yanopoulos, seconded by Ms. Clavelo and unanimously passed to approve and adopt Resolution No. 2020-01, *as presented*.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

There was no Staff Report at this time.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

Unless an emergency were to arise, this Board will not meet again until March 12, 2020, and the February 13, 2020, meeting will be cancelled.

Ms. Nguyen reminded the Board that José Garcia’s resignation would become effective immediately following the meeting.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Yanopoulos, seconded by Ms. Ramirez and unanimously passed to adjourn the Regular Board Meeting at approximately 1:37 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2020-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A PROPOSED BUDGET AND NON-AD VALOREM ASSESSMENTS FOR THE FISCAL YEAR 2020/2021; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the Proposed Budget including the Non-Ad Valorem Assessments for the Fiscal Year 2020/2021 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 including the Non-Ad Valorem Assessments for the Fiscal Year 2020/2021 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2020 at 1:30 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 2020/2021 Budget.

PASSED, ADOPTED and EFFECTIVE this 12th day of March, 2020.

ATTEST:

**KEYS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Edge
Community Development District

**Proposed Budget For
Fiscal Year 2020/2021
October 1, 2020 - September 30, 2021**

CONTENTS

- I PROPOSED BUDGET
- II DETAILED PROPOSED BUDGET

PROPOSED BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2020/2021 BUDGET
REVENUES	
Administrative Assessments	0
Maintenance Assessments	0
Developer Contribution	101,825
Debt Assessments	0
Interest Income	0
TOTAL REVENUES	\$ 101,825
EXPENDITURES	
Maintenance Expenditures	
Engineer's Report/Inspections	1,500
Street/Roadway Maintenance/Signage	3,000
Common Area Maintenance	18,000
Entry Feature Maintenance	12,000
Maintenance Contingency	6,000
TOTAL MAINTENANCE EXPENDITURES	\$ 40,500
Administrative Expenditures	
Supervisor Fees	0
Management	26,100
Legal	11,000
Assessment Roll	10,000
Audit Fees	0
Arbitrage Rebate Fee	0
Insurance	6,000
Legal Advertisements	3,500
Miscellaneous	1,500
Postage	300
Office Supplies	750
Dues & Subscriptions	175
Trustee Fees	0
Continuing Disclosure Fee	0
Website Management	2,000
Administrative Contingency	0
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 61,325
TOTAL EXPENDITURES	\$ 101,825
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 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2018/2019 ACTUAL	FISCAL YEAR 2019/2020 BUDGET	FISCAL YEAR 2020/2021 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	0	0	0	
Maintenance Assessments	0	0	0	
Developer Contribution	12,334	101,825	101,825	Developer Contribution
Debt Assessments	0	0	0	
Interest Income	0	0	0	No Change From 2019/2020 Budget
TOTAL REVENUES	\$ 12,334	\$ 101,825	\$ 101,825	
EXPENDITURES				
Maintenance Expenditures				
Engineer's Report/Inspections	0	1,500	1,500	No Change From 2019/2020 Budget
Street/Roadway Maintenance/Signage	0	3,000	3,000	No Change From 2019/2020 Budget
Common Area Maintenance	0	18,000	18,000	No Change From 2019/2020 Budget
Entry Feature Maintenance	0	12,000	12,000	No Change From 2019/2020 Budget
Maintenance Contingency	0	6,000	6,000	No Change From 2019/2020 Budget
TOTAL MAINTENANCE EXPENDITURES	\$ -	\$ 40,500	\$ 40,500	
Administrative Expenditures				
Supervisor Fees	0	0	0	Typically Non-Applicable First Few Years
Management	2,475	26,100	26,100	\$2,175 Per Month
Legal	4,450	11,000	11,000	No Change From 2019/2020 Budget
Assessment Roll	0	10,000	10,000	Billed First Year District Is On Tax Roll
Audit Fees	0	0	0	Will Commence In First Year After Bond Issue
Arbitrage Rebate Fee	0	0	0	Will Commence In First Year After Bond Issue
Insurance	2,750	6,000	6,000	Insurance Estimate
Legal Advertisements	293	3,500	3,500	Higher First Few Years Due To More Required Advertising
Miscellaneous	99	1,500	1,500	No Change From 2019/2020 Budget
Postage	67	300	300	No Change From 2019/2020 Budget
Office Supplies	151	750	750	No Change From 2019/2020 Budget
Dues & Subscriptions	175	175	175	Annual Dues Paid To Department Of Economic Opportunity
Trustee Fees	0	0	0	Will Commence In First Year After Bond Issue
Continuing Disclosure Fee	0	0	0	Will Commence In First Year After Bond Issue
Website Management	600	2,000	2,000	Website Management
Administrative Contingency	0	0	0	Administrative Contingency
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 11,060	\$ 61,325	\$ 61,325	
TOTAL EXPENDITURES	\$ 11,060	\$ 101,825	\$ 101,825	
REVENUES LESS EXPENDITURES	\$ 1,274	\$ -	\$ -	
Bond Payments	0	0	0	2021 P & I Payments Less Earned Interest
BALANCE	\$ 1,274	\$ -	\$ -	
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)	\$ 1,274	\$ -	\$ -	