



**KEYS EDGE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
JUNE 10, 2021
1:30 P.M.**

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

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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
June 10, 2021
1:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Appointment of Officers to Vacant Seats
- E. Administer Oath of Office and Review New Board Member Duties and Responsibilities
- F. Consider Resignations (Maggie Clavelo – Seat #4 & Ileana Ramirez – Seat #3)
- G. Election of Officers
 - Chairperson
 - Vice Chairperson
 - Secretary/Treasurer
 - Assistant Secretary
- H. Additions or Deletions to Agenda
- I. Comments from the Public for Items Not on the Agenda
- J. Approval of Minutes
 - 1. May 13, 2021 Regular Board Meeting & Public Hearing.....Page 2
- K. Old Business
 - 1. Update Regarding Petition to Expand District Boundary
 - 2. Discussion Regarding Fiscal Year 2020/2021 Meeting Venue, Time & Dates
 - 3. Consider Resolution No. 2021-07 – Adopting a Fiscal Year 2021/2022 Meeting Schedule.....Page 6
- L. New Business
 - 1. Staff Report, as Required
- M. Administrative & Operational Matters
- N. Board Member & Staff Closing Comments
- O. 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 2020/2021 REGULAR MEETING SCHEDULE

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

09/28/2020

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.

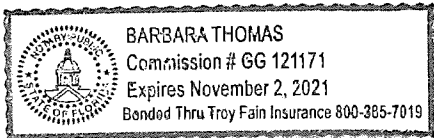
Guillermo Garcia

Sworn to and subscribed before me this
28 day of SEPTEMBER, A.D. 2020

Barbara Thomas

(SEAL)

GUILLERMO GARCIA personally known to me



**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021 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 9500 S.W. 8th Street, 2nd Floor, Suite 228, Miami, Florida 33144 at 1:30 p.m. on the following dates:

- October 8, 2020
- November 12, 2020
- December 10, 2020
- January 14, 2021
- February 11, 2021
- March 11, 2021
- April 8, 2021
- May 13, 2021
- June 10, 2021
- July 8, 2021
- August 12, 2021
- September 9, 2021

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 desires 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.keysedgecdd.org
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20-15/0000466426M

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 13, 2021**

Note: The Keys Edge Community Development District (the “District”) Regular Board Meeting was held in the open area by the staircase as a result of the public health emergency that exists in the State of Florida as a consequence of COVID-19.

A. CALL TO ORDER

District Manager Nancy Nguyen called the May 13, 2021, Regular Board Meeting of the District to order at 1:31 p.m. in the open area by the staircase located at 8500 SW 8th Street, Miami, Florida 33144 (*see note above*).

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 April 23, 2021, and April 30, 2021, *as legally required*.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Chairperson Miriam Lopez, Vice Chairperson Ileana Ramirez and Supervisor Maggie Clavelo 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 Michael Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also in attendance was Sentel Mays of I9Tecc Developers Group.

D. APPOINTMENT OF OFFICERS TO VACANT SEATS

Ms. Nguyen stated that there was a vacancy on the District’s Board of Supervisors (Seat #2) and asked if there were any interested persons who meet the qualifications and who would like to serve on the District Board. A discussion ensued after which:

A **motion** was made by Ms. Lopez, seconded by Ms. Ramirez and unanimously passed appointing Sentel Mays (a qualified elector) to fill the vacancy of the unexpired 4-year term of office in Seat #2, which term of office expires in November 2021.

E. ADMINISTER OATH OF OFFICE AND REVIEW NEW BOARD MEMBER DUTIES AND RESPONSIBILITIES

Ms. Nguyen, Notary Public in the State of Florida, administered the Oath of Office to Mr. Mays and explained that upon the adjournment of the meeting, Mr. Pawelczyk would explain Mr. Mays’ duties and responsibilities with emphasis on the Sunshine Law, Financial Disclosure (2020 form 1 must be completed and mailed to the Supervisor of Elections in the County of residency within thirty {30} days of appointment) and the Code of Ethics for Public Officials.

F. ELECTION OF OFFICERS

Ms. Nguyen stated, as a result of the recent changes to the District Board, it would be in order to re-elect officers. The following slate of names was provided for election:

- Chairperson – Miriam Lopez
- Vice Chairperson – Sentel Mays
- Secretary/Treasurer – Nancy Nguyen
- Assistant Secretaries – Ileana Ramirez, Maggie Clavelo, Armando Silva and Gloria Perez

A discussion ensued after which:

A **motion** was made by Ms. Lopez, seconded by Ms. Ramirez and unanimously passed to *elect* the officers as listed and stated above.

G. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

I. APPROVAL OF MINUTES

1. March 11, 2021, Regular Board Meeting

Ms. Nguyen presented the minutes of the March 11, 2021, 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 Ms. Lopez and unanimously passed approving the minutes of the March 11, 2021, Regular Board Meeting, *as presented*.

NOTE: *At approximately 1:36 p.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.*

J. PUBLIC HEARING

1. Proof of Publication

Ms. Nguyen presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on April 23, 2021, and April 30, 2021, *as legally required*.

2. Receive Public Comments on Fiscal Year 2021/2022 Final Budget

Ms. Nguyen opened the public comment portion of the public hearing to receive comments on the 2021/2022 fiscal year final budget and non-ad valorem special assessments. There being no comments, Ms. Nguyen closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2021-06 – Adopting a Fiscal Year 2021/2022 Final Budget

Ms. Nguyen presented Resolution No. 2021-06, entitled:

RESOLUTION NO. 2021-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2021/2022 FINAL BUDGET PURSUANT TO CHAPTER 190, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen stated that the document provides for approving and adopting the fiscal year 2021/2022 final budget. A discussion ensued after which:

A **motion** was made by Ms. Lopez, seconded by Ms. Ramirez and unanimously passed to approve and adopt Resolution No. 2021-06, *as presented*; thereby setting the 2021/2022 final budget.

***NOTE:** At approximately 1:39 p.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.*

K. OLD BUSINESS

1. Update Regarding Petition to Expand District Boundary

Ms. Nguyen advised that Mr. Silva had been working with the petitioner (Brickless Developers) to obtain the information necessary in order to complete the petition to expand the boundaries of the District. More information regarding this matter will be provided at an upcoming meeting.

L. NEW BUSINESS

1. Consider Resolution No. 2021-07 – Adopting a Fiscal Year 2021/2022 Meeting Schedule

This item was deferred to the next meeting.

2. Consider Resolution No. 2021-08 – Calling for a Landowners’ Meeting

Ms. Nguyen presented Resolution No. 2021-08, entitled:

RESOLUTION NO. 2021-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT ORDERING AND CALLING FOR A LANDOWNERS’ MEETING AND PUBLIC NOTICE THEREOF FOR THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT’S ELECTION OF MEMBERS TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen gave an explanation for the resolution and provided the Election Procedures, proxy form and sample ballots. Furthermore, Ms. Nguyen stated that the terms of office for Seat #1

(vacant seat), Seat #2 (currently held by Sentel Mays), and Seat #4 (currently held by Maggie Clavelo) were expiring in November 2021. A discussion ensued after which:

A **motion** was made by Mr. Lopez, seconded by Ms. Ramirez and passed unanimously approving and adopting Resolution No. 2021-08, *as amended* (changing the location to 1200 NW 4 Street, Homestead, Florida 33030); setting the Landowners' Meeting for November 11, 2021, at 1:30 p.m.; and authorizing publication of the Landowners' Meeting, as required by law.

M. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Statement of Financial Interest/Disclosure 2020 Form 1 – Filing Deadline: July 1, 2021

Board Members were reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2020 Statement of Financial Interests Form 1. The deadline for submittal is July 1, 2021.

N. BOARD MEMBER & STAFF CLOSING COMMENTS

The Board was reminded that the next scheduled meeting was June 10, 2021, at 1:00 p.m.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Lopez, seconded by Ms. Ramirez and unanimously passed to adjourn the Regular Board Meeting at approximately 1:44 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2021-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2021/2022 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Keys Edge Community Development District (the "District") to establish a regular meeting schedule for fiscal year 2021/2022; and

WHEREAS, the Board of Supervisors (the "Board") of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2021/2022 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted by the Board.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2021/2022 which is attached hereto as Exhibit "A" is hereby adopted and authorized by the Board to be published.

PASSED, ADOPTED and EFFECTIVE this 13th day of May, 2021.

ATTEST:

**KEYS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022 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 1200 NW 4 Street, Homestead, Florida 33030 at 3:00 p.m. on the following dates:

**October 27, 2021
November 17, 2021
January 26, 2022
February 23, 2022
March 23, 2022
April 27, 2022
May 25, 2022
June 22, 2022
July 27, 2022
August 24, 2022
September 28, 2022**

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 561-630-4922 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

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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.

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Meetings may be cancelled from time to time with no advertised notice.

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT

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PUBLISH: MIAMI DAILY BUSINESS REVIEW 10/18/21