



**KEYS EDGE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
SPECIAL BOARD MEETING
DECEMBER 14, 2023
10:00 A.M.**

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

www.keysedgecdd.org
786.347.2700 ext. 2027 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
Conference Room
1200 NW 4th Street
Homestead, Florida 33030
SPECIAL BOARD MEETING
December 14, 2023
10:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Seat Elected Board Members and/or New Board Members
- D. Administer Oath of Office & Review Board Member Responsibilities and Duties
- E. Establish Quorum
- F. Election of Officers
 - Chairperson
 - Vice Chairperson
 - Secretary/Treasurer
 - Assistant Secretary
- G. Confirmation of Landowners' Election Results
- H. Additions or Deletions to Agenda
- I. Comments from the Public for Items Not on the Agenda
- J. Approval of Minutes
 - 1. May 24, 2023 Regular Board Meeting & Public Hearing.....Page 2
- K. Old Business
 - 1. Update Regarding Petition to Amend District Boundary – Miami-Dade County
- L. New Business
 - 1. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 6
- M. Administrative & Operational Matters
- N. Board Member & Staff Closing Comments
- O. Adjourn

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
127480	497533	Print Legal Ad-IPL01509420 - IPL0150942		\$567.58	1	65 L

Attention: Laura Archer
Special District Services, Inc.
10294 Allamanda Blvd
Palm Beach Gardens, FL 33410

larcher@sdsinc.org

Notice of Special Board Meeting of the Keys Edge Community Development District

The Board of Supervisors (the "Board") of the Keys Edge Community Development District (the "District") will hold a Special Board Meeting on December 14, 2023, at 10:00 a.m. in the Conference Room at 1200 NW 4th Street, Homestead, Florida 33030.

The purpose of the Special Board Meeting is for the Board to discuss the fiscal year 2022/2023 Amended Budget and consider any District business that may lawfully and properly come before the Board. A copy of the Agenda may be obtained from the District's website (www.keysedgecdd.org) or by contacting the District Manager toll-free at 1-877-737-4922 during normal business hours. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Board members will 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.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at this meeting should contact the District Manager at 786-347-2700 ext. 2027 and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meeting.

If any person decides to appeal any decision made with respect to any matter considered at this Special Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based. Meetings may be cancelled from time to time without advertised notice.

Keys Edge Community Development District

www.keysedgecdd.org

PUBLISH: MIAMI HERALD 12/07/23
IPL0150942
Dec 7 2023

PUBLISHED DAILY MIAMI-DADE-FLORIDA

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Before the undersigned authority personally appeared: Stefani Beard, who on oath says that he/she is CUSTODIAN OF RECORDS of The Miami Herald, a daily newspaper published at Miami in Miami-Dade County, Florida; that the attached copy of the advertisement that was published was published in said newspaper in the issue(s) of:

Publication: Miami Herald

1 insertion(s) published on:

12/07/23

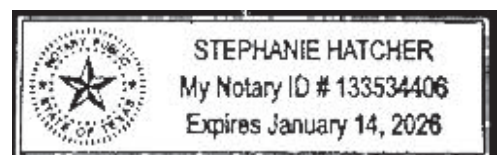
Affiant further says that the said Miami Herald is a newspaper published at Miami, in the said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Dade County, Florida each day and has been entered a second class mail matter at the post office in 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/she has neither paid or 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(s).

Stefani Beard

Sworn to and subscribed before me this 7th day of December in the year of 2023

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 24, 2023**

A. CALL TO ORDER

District Manager Nancy Nguyen called the May 24, 2023, Regular Board Meeting of Keys Edge Community Development District (the “District”) to order at 3:00 p.m. in the Conference Room located at 1200 NW 4th Street, Homestead, Florida 33030.

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 January 17, 2023, as part of the District’s Revised Fiscal Year 2022/2023 Regular Meeting Schedule, *as legally required*.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Chairwoman Alicia Ale, and Supervisors Ronald Fields and Fernando Arango constituted a quorum and it was in order to proceed with the meeting.

Staff members in attendance were: District Manager Nancy Nguyen of Special District Services, Inc.; and District 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. March 22, 2023, Regular Board Meeting

Ms. Nguyen presented the minutes of the March 22, 2023, Regular Board Meeting and asked if there were any changes and/or corrections.

There being no changes, a **motion** was made by Mr. Fields, seconded by Ms. Ale and unanimously passed approving the minutes of the March 22, 2023, Regular Board Meeting, *as presented*.

NOTE: At approximately 3:01 p.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.

G. 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 May 4, 2023, and May 11, 2023, as legally required.

2. Receive Public Comments on Fiscal Year 2023/2024 Final Budget

Ms. Nguyen opened the public comment portion of the Public Hearing to receive comments on the 2023/2024 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. 2023-02 – Adopting a Fiscal Year 2023/2024 Final Budget

Ms. Nguyen presented Resolution No. 2023-02, entitled:

RESOLUTION NO. 2023-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS
EDGE COMMUNITY DEVELOPMENT DISTRICT APPROVING AND
ADOPTING A FISCAL YEAR 2023/2024 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 2023/2024 final budget. A discussion ensued after which:

A **motion** was made by Mr. Arango, seconded by Ms. Ale and unanimously passed approving and adopting Resolution No. 2023-02, *as presented*, thereby setting the Fiscal Year 2023/2024 final budget.

NOTE: At approximately 3:02 p.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.

H. OLD BUSINESS

1. Update Regarding Petition to Expand District Boundaries

Ms. Nguyen stated that Miami-Dade County (the “County”) was unable to provide a definitive date for the first reading and Public Hearing for the Petition to Amend the District Boundaries; however, at best, they are predicting September 2023.

Ms. Wald explained that the Commissioners were on break during the month of August so there are many items on their agenda that will be pushed to September.

More information will be provided on this item once it becomes available.

I. NEW BUSINESS

1. Consider Developer Funding Agreement

Ms. Nguyen presented the Developer’s Funding Agreement for the Fiscal Year 2023/2024 between the District and the Developer regarding lands within the boundaries of the District, Onx-Odagled

Grand Palms, LLC and Onx-Odagled Grand Palms II, LLC, (the “Agreement”). Ms. Nguyen provided an explanation for the Agreement. A discussion ensued after which:

A **motion** was made by Mr. Fields, seconded by Ms. Ale and unanimously passed approving and adopting, *as presented*, the Developer’s Funding Agreement for the Fiscal Year 2023/2024 between the District and Onx-Odagled Grand Palms, LLC and Onx-Odagled Grand Palms II, LLC.

2. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Meeting Schedule

Resolution No. 2023-03 was presented, entitled:

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Fields, seconded by Ms. Ale and unanimously passed approving and adopting Resolution No. 2023-03, *as presented*, thereby setting the 2023/2024 regular meeting schedule and authorizing the publication of same, *as required by law*.

3. Consider Resolution No. 2023-04 – Calling for a Landowners’ Meeting

Ms. Nguyen presented Resolution No. 2023-04, entitled:

RESOLUTION NO. 2023-04

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 #2 (vacant seat), Seat #3 (currently held by Ronald Fields), and Seat #5 (currently held by Miriam Lopez) were expiring in November 2023. A discussion ensued after which:

A **motion** was made by Mr. Fields, seconded by Ms. Ale and passed unanimously approving and adopting Resolution No. 2023-04, *as presented*; setting the Landowners’ Meeting for November 15, 2023, at 3:00 p.m.; and authorizing publication of the Landowners’ Meeting, as required by law.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Statement of Financial Interests 2022 Form 1 – Filing Deadline: July 1, 2023

Board Members were reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2022 Statement of Financial Interests Form 1. The deadline for submittal is July 1, 2023.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no further comments from Board Members or District Staff.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Ale, seconded by Mr. Fields and unanimously passed adjourning the Regular Board Meeting at approximately 3: 05 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE 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.

WHEREAS, the Board of Supervisors (the “Board”) of the Keys Edge Community Development District (the “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 2022/2023 attached hereto as Exhibit “A” is hereby approved and adopted by Board.

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 14th day of December, 2023.

ATTEST:

**KEYS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chair/Vice Chair

Keys Edge Community Development District

**Amended Final Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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I AMENDED FINAL OPERATING FUND BUDGET

AMENDED FINAL BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
ADMINISTRATIVE ASSESSMENTS	0	0	0
MAINTENANCE ASSESSMENTS	0	0	0
DEVELOPER CONTRIBUTION	109,825	64,065	64,065
DEBT ASSESSMENTS	0	0	0
INTEREST INCOME	0	480	480
TOTAL REVENUES	\$ 109,825	\$ 64,545	\$ 64,545
EXPENDITURES			
ADMINISTRATIVE EXPENDITURES			
SUPERVISOR FEES	0	0	0
MANAGEMENT	26,100	26,100	26,100
LEGAL	13,000	6,065	6,065
ASSESSMENT ROLL	10,000	0	0
AUDIT FEES	4,000	3,000	3,000
ARBITRAGE REBATE FEE	0	0	0
INSURANCE	8,000	6,287	6,287
LEGAL ADVERTISING	3,500	1,000	511
MISCELLANEOUS	1,500	1,000	609
POSTAGE	300	170	161
OFFICE SUPPLIES	750	225	190
DUES & SUBSCRIPTIONS	175	175	175
TRUSTEE FEES	0	0	0
CONTINUING DISCLOSURE FEE	0	0	0
WEBSITE MANAGEMENT	2,000	2,000	2,000
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 69,325	\$ 46,022	\$ 45,098
MAINTENANCE EXPENDITURES			
ENGINEERING/INSPECTIONS	5,000	1,000	0
STREET/ROADWAY MAINTENANCE/SIGNAGE	3,000	0	0
COMMON AREA MAINTENANCE	18,000	0	0
ENTRY FEATURE MAINTENANCE	12,000	0	0
MAINTENANCE CONTINGENCY	2,500	2,500	0
TOTAL MAINTENANCE EXPENDITURES	\$ 40,500	\$ 3,500	\$ -
TOTAL EXPENDITURES	\$ 109,825	\$ 49,522	\$ 45,098
REVENUES LESS EXPENDITURES	\$ -	\$ 15,023	\$ 19,447
BOND PAYMENTS	0	0	0
BALANCE	\$ -	\$ 15,023	\$ 19,447
COUNTY APPRAISER & TAX COLLECTOR FEE	0	0	0
DISCOUNTS FOR EARLY PAYMENTS	0	0	0
EXCESS/ (SHORTFALL)	\$ -	\$ 15,023	\$ 19,447
CARRYOVER FROM PRIOR YEAR	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 15,023	\$ 19,447

FUND BALANCE AS OF 9/30/22
FY 2022/2023 ACTIVITY
FUND BALANCE AS OF 9/30/23

\$21,007
\$15,023
\$36,030