

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT

MIAMI-DADE COUNTY

REGULAR BOARD MEETING & PUBLIC HEARING JUNE 25, 2025 3:00 P.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

Hampton Inn & Suites – Homestead 1st Floor Conference Room (Reef I Board Room) 2855 NE 9th Street Homestead, Florida 33033 **REGULAR BOARD MEETING & PUBLIC HEARING** June 25, 2025

3:00 p.m.

A.	Call to Order
B.	Proof of PublicationPage 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. May 28, 2025 Regular Board MeetingPage 2
G.	Public Hearing
	1. Proof of PublicationPage 5
	2. Receive Public Comments on Fiscal Year 2025/2026 Final Budget
	3. Consider Resolution No. 2025-03 – Adopting a Fiscal Year 2025/2026 Final BudgetPage 6
H.	Old Business
	1. Staff Report, as Required
I.	New Business
	1. Consider Resolution No. 2025-04 – Adopting a Fiscal Year 2025/2026 Meeting SchedulePage 13
J.	Administrative & Operational Matters
	1. Reminder: 2024 Form 1 – Statement of Financial Interests (Due by July 1, 2025)
K.	Board Member & Staff Closing Comments

L. Adjourn

McClatchy

The Beaufort Gazette The Belleville News-Democrat Bellingham Herald Centre Daily Times Sun Herald Idaho Statesman Bradenton Herald The Charlotte Observer The State Ledger-Enquirer Durham | The Herald-Sun Fort Worth Star-Telegram The Fresno Bee The Island Packet The Kansas City Star Lexington Herald-Leader The Telegraph - Macon Merced Sun-Star Miami Herald El Nuevo Herald The Modesto Bee The Sun News - Myrtle Beach Raleigh News & Observer Rock Hill | The Herald The Sacramento Bee San Luis Obispo Tribune Tacoma | The News Tribune Tri-City Herald The Wichita Eagle The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
141487	599468	Print Legal Ad-IPL01978640 - IPL0197864		\$778.84	2	52 L

Attention: Laura J. Archer

Keys Edge Community Development District c/o Special District Services, Inc. 2501A Burns Road Palm Beach Gardens, Florida 33410 c/o Special District Services, Inc.

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2024/2025 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 located at 1200 NW 4th Street, Homestead, Florida 33030 at 3:00 p.m. on the following dates:

> October 23, 2024 November 20, 2024 January 22, 2025 February 26, 2025 March 26, 2025 April 23, 2025 June 25, 2025 July 23, 2025 August 27, 2025 September 24, 2025

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 nnguyen@sdsinc.org 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 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 ensure 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 nnguyen@sdsinc.org 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 IPL0197864 Oct 10 2024

PUBLISHED DAILY MIAMI-DADE-FLORIDA

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Before the undersigned authority personally appeared: Mary Castro, 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:

10/10/24

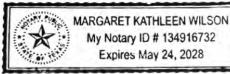
Affiant further says that the said Miami Herald is a newspaper published at Miami, in the said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Dade County, Florida each day and has been entered a second class mail matter at the post office in Miami, in said Miami-Dade County, Florida, for a period of two years 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).The McClatchy Company complies with all legal requirements for publication in chapter 50, Florida Statutes.

Mary Castro

Sworn to and subscribed before me this 10th day of October in the year of 2024

Margaret K. Wilson

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 MAY 28, 2025

A. CALL TO ORDER

District Manager Nancy Nguyen called the May 28, 2025, 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 Herald* on October 10, 2024, as part of the District's Fiscal Year 2024/2025 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Chairman Ronald Fields, Vice Chairwoman Alicia Ale and Supervisors Jose Iglesias, and Yadira Cabus 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. CONSIDER APPOINTMENT TO VACANT SEAT

Ms. Nguyen reminded the Board of Supervisors (the "Board") that there is a vacancy in Seat 5 which term expires in November 2028. Ms. Nguyen asked if there were any appointments from the Board members to fill the vacancy.

A **motion** was made by Mr. Fields, seconded by Ms. Ale and unanimously passed appointing Ilianys Calero to Seat 5; and such term of office will expire in November 2028.

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

Ms. Nguyen, Notary Public in the State of Florida, administered the Oath of Office to Ms. Calero. In addition, Ms. Nguyen and Ms. Wald will review the duties and responsibilities as a Board member with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2024 Form 1 must be completed electronically through the Florida Commission on Ethics Electronic Financial Disclosure Management System within thirty (30) days of appointment), and the Code of Ethics for Public Officials following the Regular Board Meeting.

F. ELECTION OF OFFICERS

As a result of the changes to the Board of the District, Ms. Nguyen recommended that re-election of the District's Officers take place. She provided the following slate of names for election:

Page 1 of 3

- Chairman Ronald Fields
- Vice Chairwoman Alicia Ale
- Secretary/Treasurer Nancy Nguyen
- Assistant Secretaries Jose Iglesias, Yadira Cabus, Ilianys Calero, Armando Silva and Gloria Perez

A **motion** was made by Mr. Fields, seconded by Ms. Ale and passed unanimously electing the District's Officers, as listed 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. April 23, 2025, Regular Board Meeting

Ms. Nguyen presented the minutes of the April 23, 2025, 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 April 23, 2025, Regular Board Meeting, as presented.

J. OLD BUSINESS

There was no old business to discuss at this time.

K. NEW BUSINESS

1. Staff Report, as Required

There was no staff report at this time.

L. ADMINISTRATIVE & OPERATIONAL MATTERS 1. Discussion Regarding Qualified Elector (Registered Agent) Certification

Ms. Nguyen advised, as of April 29, 2025, the District had 223 qualified electors. She further explained that because the District had not yet met the 250 qualified elector requirement, members of the Board shall continue to be elected by the landowners.

M. BOARD MEMBER & STAFF CLOSING COMMENTS

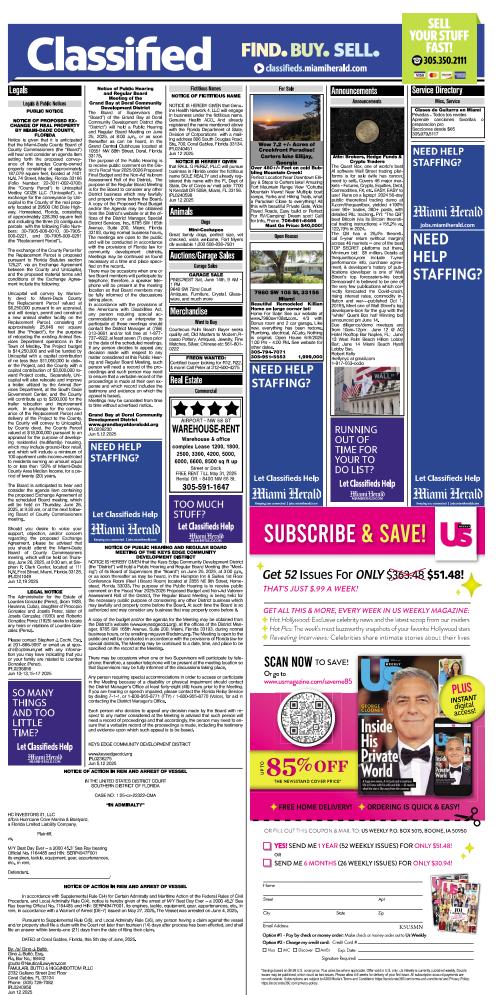
The Board was reminded that the next District meeting was scheduled for June 25, 2025, at 3:00 p.m. in the Hampton Inn & Suites, 1st Floor Conference Room (Reef I Board Room) located at 2855 NE 9th Street, Homestead, Florida 33033.

N. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Fields, seconded by Ms. Ale and unanimously passed adjourning the Regular Board Meeting at approximately 3:08 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson



RESOLUTION NO. 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2025/2026 FINAL BUDGET PURSUANT TO CHAPTER 190, *FLORIDA STATUTES;* AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the "Board") of the Keys Edge Community Development District (the "District") has prepared a Proposed Operating Fund Budget for Fiscal Year 2025/2026, and the Board is empowered to provide a funding source to operate the District and to impose special assessments upon the properties within the District, as required; and

WHEREAS, the District has held a duly advertised Public Hearing to receive public comments on the Proposed Operating Fund Budget, has considered and adopted the Fiscal Year 2025/2026 Operating Fund Budget; and is now authorized to levy non-ad valorem assessments upon the assessable properties within the District.

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

Section 1. The Operating Fund Budget for Fiscal Year 2025/2026 attached hereto as Exhibit "A" is accepted, approved and adopted by the Board.

<u>Section 2</u>. The Secretary and/or 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 EFFECTIVE this <u>25th</u> day of <u>June</u>, 2025.

ATTEST:

Secretary/Assistant Secretary

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT

By:__

By:

Chairperson/Vice Chairperson

Keys Edge Community Development District

Final Budget For Fiscal Year 2025/2026 October 1, 2025 - September 30, 2026

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I FINAL BUDGET

- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

FINAL BUDGET KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2025/2026 OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR			
	2025/2026			
REVENUES	BUDGET			
Administrative Assessments	77,022			
Maintenance Assessments	115,899			
Developer Contribution	109,810			
Debt Assessments	593,494			
Interest Income	240			
TOTAL REVENUES	896,465			
EXPENDITURES				
Maintenance Expenditures				
Engineering	20,000			
Street/Roadway Maintenance/Signage	3,000			
Common Area Maintenance (Alba & Aurora)	24,000			
Entry Feature Maintenance	12,000			
Landscaping	12,000			
Lawn Maintenance	15,000			
Storm Drainage/Class V Permit	3,500			
Maintenance Contingency	19,445			
TOTAL MAINTENANCE EXPENDITURES \$	108,945			
Administrative Expenditures				
Supervisor Fees	0			
Management	26,856			
Legal	18,000			
Assessment Roll	10,000			
Audit Fees	4,400			
Arbitrage Rebate Fee	650			
Insurance	8,000			
Legal Advertisements	25,000			
Miscellaneous	1,500			
Postage	1,500			
Office Supplies	750			
Dues & Subscriptions	175			
Trustee Fees	4,500			
Continuing Disclosure Fee	1,000			
Dissemination Services	2,500			
Website Management	2,000			
Administrative Contingency	75,619			
TOTAL ADMINISTRATIVE EXPENDITURES \$	182,450			

TOTAL EXPENDITURES	\$ 291,395
REVENUES LESS EXPENDITURES	\$ 605,070
Bond Payments	(557,885)
BALANCE	\$ 47,185
County Appraiser & Tax Collector Fee	(15,728)
Discounts For Early Payments	(31,457)
EXCESS/ (SHORTFALL)	\$ -

<u>Notes</u>

Assessments For Non Platted Lots Will Be Direct Billed To Developer.

Per Developer Funding Agreement, Developer Responsible For Any Funding Shortages.

DETAILED FINAL BUDGET KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2025/2026 OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2023/2024	2024/2025	2025/2026	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Administrative Assessments	0	77,027	77,022	For Platted Lots - Expenditures Less Interest /.94
Maintenance Assessments	0	115,899	115,899	For Platted Lots - Expenditures /.94
Developer Contribution	79,429	109,925	109,810	For Expenditures Funded By Developer
Debt Assessments	0	0	593,494	Bond Payments/.94
Interest Income	719	120	240	Interest Projected At \$20 Per Month
TOTAL REVENUES	\$ 80,148	\$ 302,971	\$ 896,465	
EXPENDITURES				
Maintenance Expenditures				
Engineering	17,260	5,000	20,000	\$15,000 Increase From 2024/2025 Budget
Street/Roadway Maintenance/Signage	0	3,000	3,000	No Change From 2024/2025 Budget
Common Area Maintenance (Alba & Aurora)	0	24,000	24,000	No Change From 2024/2025 Budget
Entry Feature Maintenance	0	12,000	12,000	No Change From 2024/2025 Budget
Landscaping	0	0	12,000	Landscaping
Lawn Maintenance	0	0	15,000	Lawn Maintenance
Storm Drainage/Class V Permit	0	0	3,500	Storm Drainage/Class V Permit
Maintenance Contingency	0	64,945	19,445	Maintenance Contingency
TOTAL MAINTENANCE EXPENDITURES	\$ 17,260	\$ 108,945	\$ 108,945	
Administrative Expenditures				
Supervisor Fees	0	0	0	Typically Non-Applicable First Few Years
Management	26,100	26,100	26,856	CPI Adjustment
Legal	13,310	20,000	18,000	Legal Fees
Assessment Roll	4,000	10,000	10,000	No Change From 2024/2025 Budget
Audit Fees	3,100	4,200	4,400	Fee Will Be Higher Due To Bond Issuance
Arbitrage Rebate Fee	0	0	650	Will Commence In First Year After Bond Issue
Insurance	6,758	8,000	8,000	Insurance Estimate
Legal Advertisements	34,797	35,000	25,000	\$10,000 Decrease From 2024/2025 Budget
Miscellaneous	995	1,500	1,500	No Change From 2024/2025 Budget
Postage	1,746	1,500	1,500	No Change From 2024/2025 Budget
Office Supplies	1,580	750	750	No Change From 2024/2025 Budget
Dues & Subscriptions	175	175	175	Annual Dues Paid To Department Of Economic Opportunity
Trustee Fees	0	4,500	4,500	Will Commence In First Year After Bond Issue
Continuing Disclosure Fee	0	1,000	1,000	Will Commence In First Year After Bond Issue
Dissemination Services	0	0	2,500	Required By Bond Underwriter
Website Management	2,000	2,000	2,000	Website Management
Administrative Contingency	0	67,725	75,619	Administrative Contingency
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 94,561	\$ 182,450	\$ 182,450	
TOTAL EXPENDITURES	\$ 111,821	\$ 291,395	\$ 291,395	
REVENUES LESS EXPENDITURES	\$ (31,673)	\$ 11,576	\$ 605,070	
Bond Payments	0	0	(557,885)	2026 P & I Payments
BALANCE	\$ (31,673)	\$ 11,576	\$ 47,185	
	. (,)			
County Appraiser & Tax Collector Fee	0	(3,859)		Two Percent Of Total Assessment Roll
Discounts For Early Payments	0	(7,717)	(31,457)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (31,673)	\$-	\$-	

<u>Notes</u>

Assessments For Non Platted Lots Will Be Direct Billed To Developer.

Per Developer Funding Agreement, Developer Responsible For Any Funding Shortages.

DETAILED FINAL DEBT SERVICE FUND BUDGET KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2025/2026 OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2023/2024	2024/2025	2025/2026	
REVENUES	ACTUAL	ANNUAL BUDGET	ANNUAL BUDGET	COMMENTS
Interest Income		0	1,000 Projec	cted Interest For FY 2025/2026
NAV Tax Collection		0) 557,885 Maxin	num Debt Service Collection
Total Revenues	\$	- \$ -	\$ 558,885	
EXPENDITURES				
Principal Payments		0) 125,000 Princi	pal Payment Due In 2026
Interest Payments		0	0 430,759 Intere	st Payments Due In 2026
Bond Redemption		0 -	3,126 Estima	ated Excess Debt Collections
Total Expenditures	\$	- \$ -	\$ 558,885	
Excess/ (Shortfall)	\$	- \$ -	\$ -	

Noter: Capitalized Interest Set-up Through November 2025.

	Series 2024	Series 2024 Bond Information			
Original Par Amount =	\$8,370,000	Annual Principal Payments Due =	May 1st		
Interest Rate =	4.375% - 5.375%	Annual Interest Payments Due =	May 1st & November 1st		
Issue Date =	December 2024				
Maturity Date =	May 2055				

Par Amount As Of 1/1/25 = \$8,370,000

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Fiscal Year 2024/2025 Assessment*		Fiscal Year 2025/2026 Projected Assessmer	
Administrative For Single Family	\$	276.08	\$	276.08
Maintenance For Single Family	\$	415.41	\$	415.41
Debt For Single Family	\$	-	\$	2,127.22
Total For Single Family	\$	691.49	\$	2,818.71

* Assessments Include the Following:	O&M Covenant = 691.49
4% Discount for Early Payments	650.00/.94 = 691.49
1% County Tax Collector Fee	
1% County Property Appraiser Fee	

Community Information Platted Lots (Assessment Area One) Single Family: 137 Alba Units Single Family: 142 Aurora Units Total: 279 Units

789 Lots **Planned For District** 510 Unplatted Lots





RESOLUTION NO. 2025-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025/2026 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 2025/2026; 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 2025/2026 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:

<u>Section 1.</u> The above recitals are hereby adopted by the Board.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2025/2026 which is attached hereto as Exhibit "A" is hereby adopted and authorized by the Board to be published.

PASSED, ADOPTED and EFFECTIVE this <u>25th</u> day of <u>June</u>, 2025.

ATTEST:

Secretary/Assistant Secretary

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT

By:

By:___

Chairperson/Vice Chairperson

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2025/2026 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 located at 1200 NW 4th Street, Homestead, Florida 33030 at 3:00 p.m. on the following dates:

> October 22, 2025 January 28, 2026 February 25, 2026 March 25, 2026 April 22, 2026 May 27, 2026 June 24, 2026 July 22, 2026 August 26, 2026 September 23, 2026

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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 <u>nnguyen@sdsinc.org</u> 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
PUBLISH: MIAMI HERALD 10/9/25

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