



**KEYS EDGE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MAY 27, 2026
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
Conference Room
1200 NW 4th Street
Homestead, Florida 33030
REGULAR BOARD MEETING
May 27, 2026
3:00 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. March 25, 2026 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Discussion Regarding Assessment Area Two Bonds
- H. New Business
 - 1. Consider Resolution No. 2026-01 – Adopting a Fiscal Year 2026/2027 Proposed Budget.....Page 5
 - 2. Consider Resolution No. 2026-02 – Calling for a Final Landowners’ Meeting.....Page 12
- I. Administrative & Operational Matters
 - 1. Qualified Elector Certification (333 Voters).....Page 18
 - 2. Qualifying Period Announcement: Noon, June 8, 2026 – Noon, June 12, 2026 (Seats 1 & 2)
 - 3. Reminder: 2025 Form 1 – Statement of Financial Interest Disclosure (Due by July 1, 2026)
 - 4. Reminder: Required 4-Hour Ethics Training
- J. Board Member & Staff Closing Comments
- K. Adjourn

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Cols	Depth
57814	IPL0279669	Legal Ad - IPL0279669	Keys Edge CDD - Fiscal Year 2025/2026 Meeting	1.0	83.0L

ATTENTION: Keys Edge Community Development District IP
 2501A Burns Road
 Palm Beach Gardens, FL 33410
 larcher@sdsinc.org

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**

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
 IPL0279669
 Oct 13 2025

PUBLISHED DAILY
 MIAMI-DADE-FLORIDA

STATE OF FLORIDA
 COUNTY OF MIAMI-DADE

Before the undersigned authority personally appeared, the undersigned, who on oath says that he/she is Custodian of Records of The Miami Herald, a newspaper published in Miami Dade County, Florida, that the attached was published on the publicly accessible website of The Miami Herald or by print in the issues and dates listed below.

Affiant further Says that the said Miami Herald website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

1.0 insertion(s) published on:
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Sworn to and subscribed before me on



**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 25, 2026**

A. CALL TO ORDER

District Manager Nancy Nguyen called the March 25, 2026, 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 13, 2025, as part of the District’s Fiscal Year 2025/2026 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, Yadira Cabus, and Ilianys Calero 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, 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. September 24, 2025, Regular Board Meeting

Ms. Nguyen presented the minutes of the September 24, 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 September 24, 2025, Regular Board Meeting, as presented.

G. OLD BUSINESS

There was no old business to discuss at this time.

H. NEW BUSINESS

1. Update Regarding Assessment Area Two Bonds

Mr. Fields stated that the Developer was deferring the issuance of the Assessment Area Two Bonds until additional units within the Centro subdivision have been completed. More information on this item will be provided at a future meeting.

2. Consider Approval of Attorneys Fee Adjustment – Billing Cochran, P.A.

Ms. Wald explained that District Counsel’s firm, Billing Cochran, P.A., has had the current fee structure in place since 2007. Ms. Wald further explained that although the firm was mindful of the necessity to keep increases in the District’s expenses, including the cost of legal services, to a minimum, it has become necessary for the firm to adjust their hourly rates, effective October 1, 2026.

A **motion** was made Mr. Fields, seconded by Ms. Ale and unanimously passed accepting the updated billing rates proposed by Billing Cochran, P.A.

3. Consider Approval of Audit Renewal

Ms. Nguyen stated that during the March 12, 2023 District meeting, the Board elected Grau & Associates to perform the District’s audits for the fiscal years ending September 30, 2022, September 30, 2023, and September 30, 2024 with a renewal option to perform the September 30, 2025 and September 30, 2026 audits. Ms. Nguyen further explained that the proposed fees for fiscal year 2024/2025 audit is \$3,300, and the proposed fees for the fiscal year 2025/2026 audit is \$3,400. Ms. Nguyen stated that Management is pleased with the professionalism and competence of Grau & Associates; therefore, it is recommended that the Board approve the renewal option.

A **motion** was made by Mr. Fields, seconded Ms. Ale and unanimously passed to approve the renewal option and authorize Grau & Associates to perform the Keys Edge Community Development District’s fiscal year 2024/2025 and fiscal year 2025/2026 audits.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Discussion Regarding Elections

Ms. Nguyen explained that the District must receive a certification of the number of registered voters in the District from the Miami-Dade County Supervisor of Elections after April 15th. Ms. Nguyen stated that should the number of registered voters be 250 or more, then the position of two (2) Board Members whose terms are expiring shall be filled by qualified electors of the District for four-year terms. The remaining Board Member whose term is expiring shall be elected for a four-year term by the landowners and is not required to be a qualified elector. Ms. Nguyen anticipates presenting the Qualified Elector Certification prior to the general election qualifying period, which runs from Noon, June 8, 2026, through Noon, June 12, 2026. She further explained that if the District reaches the 250 registered voters’ threshold, Seat 1 (Yadira Cabus) and Seat 2 (Jose Iglesias) will be elected through the general election, and Seat 4 (Alicia Ale) will be elected through the landowners’ election.

2. Reminder: 2025 Form 1 – Statement of Financial Interest Disclosure (Due by July 1, 2026)

The Board Members were reminded of the importance of electronically completing their individual 2025 Statement of Financial Interests Form 1 through the Florida Commission on Ethics’ Electronic Financial Disclosure Management System (EFDMS). The deadline for submittal is July 1, 2026.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member closing comments.

K. 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 3:16 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2026-01

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 2026/2027; 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 2026/2027 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 2026/2027 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for August 26, 2026 at 3:00 p.m. in the Conference Room, 1200 NW 4th Street, Homestead, Florida 33030 for the purpose of receiving public comments on the Proposed Fiscal Year 2026/2027 Budget.

PASSED, ADOPTED and EFFECTIVE this 27th day of May, 2026.

ATTEST:

**KEYS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Edge
Community Development District

**Proposed Budget For
Fiscal Year 2026/2027
October 1, 2026 - September 30, 2027**

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PROPOSED BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2026/2027
OCTOBER 1, 2026 - SEPTEMBER 30, 2027

	FISCAL YEAR 2026/2027 BUDGET
REVENUES	
Administrative Assessments	77,022
Maintenance Assessments	115,899
Developer Contribution	109,810
Debt Assessments	593,494
Other Revenues	0
Interest Income	480
TOTAL REVENUES	\$ 896,705
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	16,000
Storm Drainage/Class V Permit	3,500
Maintenance Contingency	18,445
TOTAL MAINTENANCE EXPENDITURES	\$ 108,945
Administrative Expenditures	
Supervisor Fees	0
Management	27,576
Legal	18,000
Assessment Roll	10,000
Audit Fees	5,500
Arbitrage Rebate Fee	650
Insurance	8,200
Legal Advertisements	20,000
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	78,839
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 182,690
TOTAL EXPENDITURES	\$ 291,635
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)	\$ -

Notes

Assessments For Non Phase 1 Lots Will Be Direct Billed To Developer.
Per Developer Funding Agreement, Developer Responsible For Any Funding Shortages.

DETAILED PROPOSED BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2026/2027
OCTOBER 1, 2026 - SEPTEMBER 30, 2027

	FISCAL YEAR 2024/2025 ACTUAL	FISCAL YEAR 2025/2026 BUDGET	FISCAL YEAR 2026/2027 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	78,213	77,022	77,022	For 279 Phase 1 Lots - Expenditures Less Interest / .94
Maintenance Assessments	115,900	115,899	115,899	For 279 Phase 1 Lots - Expenditures Less Interest / .94
Developer Contribution	27,481	109,810	109,810	For Expenditures Funded By Developer
Debt Assessments	0	593,494	593,494	Bond Payments/.94
Other Revenues	31,332	0	0	
Interest Income	3,681	240	480	Interest Projected At \$40 Per Month
TOTAL REVENUES	\$ 256,607	\$ 896,465	\$ 896,705	
EXPENDITURES				
Maintenance Expenditures				
Engineering	2,098	20,000	20,000	No Change From 2025/2026 Budget
Street/Roadway Maintenance/Signage	0	3,000	3,000	No Change From 2025/2026 Budget
Common Area Maintenance (Alba & Aurora)	0	24,000	24,000	No Change From 2025/2026 Budget
Entry Feature Maintenance	0	12,000	12,000	No Change From 2025/2026 Budget
Landscaping	0	12,000	12,000	Landscaping
Lawn Maintenance	15,400	15,000	16,000	FY 25/26 Expenditure Through March 26 Was \$8,921
Storm Drainage/Class V Permit	0	3,500	3,500	Storm Drainage/Class V Permit
Maintenance Contingency	1,400	19,445	18,445	Maintenance Contingency
TOTAL MAINTENANCE EXPENDITURES	\$ 18,898	\$ 108,945	\$ 108,945	
Administrative Expenditures				
Supervisor Fees	0	0	0	Typically Non-Applicable First Few Years
Management	26,100	26,856	27,576	CPI Adjustment
Legal	9,429	18,000	18,000	No Change From 2025/2026 Budget
Assessment Roll	10,000	10,000	10,000	No Change From 2025/2026 Budget
Audit Fees	3,200	4,400	5,500	Fee Will Be Higher Due To Second Bond Issuance
Arbitrage Rebate Fee	0	650	650	No Change From 2025/2026 Budget
Insurance	7,028	8,000	8,200	FY 25/26 Expenditure Was \$7,450
Legal Advertisements	2,038	25,000	20,000	\$5,000 Decrease From 2025/2026 Budget
Miscellaneous	723	1,500	1,500	No Change From 2025/2026 Budget
Postage	374	1,500	1,500	No Change From 2025/2026 Budget
Office Supplies	416	750	750	No Change From 2025/2026 Budget
Dues & Subscriptions	175	175	175	Annual Dues Paid To Department Of Economic Opportunity
Trustee Fees	0	4,500	4,500	No Change From 2025/2026 Budget
Continuing Disclosure Fee	0	1,000	1,000	No Change From 2025/2026 Budget
Dissemination Services	0	2,500	2,500	Required By Bond Underwriter
Website Management	2,000	2,000	2,000	Website Management
Administrative Contingency	31,330	75,619	78,839	Administrative Contingency - Will Cover Expenditures For Possible 2nd Bond
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 92,813	\$ 182,450	\$ 182,690	
TOTAL EXPENDITURES	\$ 111,711	\$ 291,395	\$ 291,635	
REVENUES LESS EXPENDITURES	\$ 144,896	\$ 605,070	\$ 605,070	
Bond Payments	0	(557,885)	(557,885)	2027 P & I Payments
BALANCE	\$ 144,896	\$ 47,185	\$ 47,185	
County Appraiser & Tax Collector Fee	(1,884)	(15,728)	(15,728)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(5,366)	(31,457)	(31,457)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 137,646	\$ -	\$ -	

Notes

Assessments For Non Phase 1 Lots Will Be Direct Billed To Developer.
Per Developer Funding Agreement, Developer Responsible For Any Funding Shortages.

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2026/2027
OCTOBER 1, 2026 - SEPTEMBER 30, 2027

	FISCAL YEAR 2024/2025	FISCAL YEAR 2025/2026	FISCAL YEAR 2026/2027	
REVENUES	ACTUAL	ANNUAL BUDGET	ANNUAL BUDGET	COMMENTS
Interest Income	11,795	1,000	1,200	Projected Interest For FY 2026/2027
NAV Tax Collection	0	557,885	557,885	Maximum Debt Service Collection
Bond Proceeds	448,341	0	0	
Total Revenues	\$ 460,136	\$ 558,885	\$ 559,085	
EXPENDITURES				
Principal Payments	0	125,000	130,000	Principal Payment Due In 2027
Interest Payments	175,806	430,759	425,181	Interest Payments Due In 2027
Bond Redemption	0	3,126	3,904	Estimated Excess Debt Collections
Total Expenditures	\$ 175,806	\$ 558,885	\$ 559,085	
Excess/ (Shortfall)	\$ 284,330	\$ -	\$ -	

Noter: Capitalized Interest Set-up Through November 2025.

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 1/1/26 =	\$8,370,000		

KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Fiscal Year 2024/2025 Assessment*	Fiscal Year 2025/2026 Assessment*	Fiscal Year 2026/2027 Projected Assessment*
Administrative For Single Family	\$ 276.08	\$ 276.08	\$ 276.08
Maintenance For Single Family	\$ 415.41	\$ 415.41	\$ 415.41
Debt For Single Family	\$ -	\$ 2,127.22	\$ 2,127.22
Total For Single Family	\$ 691.49	\$ 2,818.71	\$ 2,818.71

* Assessments Include the Following:
 4% Discount for Early Payments
 1% County Tax Collector Fee
 1% County Property Appraiser Fee

O&M Covenant = 691.49
 650.00/.94 = 691.49

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. 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT ORDERING AND CALLING FOR A FINAL LANDOWNERS' MEETING AND PUBLIC NOTICE THEREOF FOR THE KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT'S ELECTION OF ONE (1) MEMBER TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Keys Edge Community Development District (the "District") was established by Ordinance No. 07-106, Ordinance No. 07-173 (corrective legal description), and further amended by Ordinance No. 24-35 (to amend District boundaries) of the Board of County Commissioners of Miami-Dade County, Florida, pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, as outlined in Chapter 190, Section 190.006(2)(b), *Florida Statutes*, a landowners' election shall be announced at a public meeting of the Board of Supervisors (the "Board") at least ninety (90) days prior to the date of the landowners' meeting, which meeting shall be for the purpose of electing one (1) supervisor; and

WHEREAS, at such meeting, each landowner shall be entitled to cast one (1) vote per acre (or fraction thereof) or one (1) vote for each platted lot of land owned and located within the District for each person to be elected; and

WHEREAS, the candidate receiving the highest number of votes shall serve for a four (4) year term of office; and

WHEREAS, a Notice of the *Final* Landowners' Meeting shall be published once a week for two (2) consecutive weeks in a newspaper of general circulation in the area of the District, the last day of such publication to be not fewer than 14 days or more than 28 days before the date of the election.

WHEREAS, attached hereto as Exhibit "A" and made a part hereof are (i) instructions (Election Procedures) on how all landowners may participate in the election, (ii) proxy form that may be utilized by the landowners at such meeting; and (iii) a sample ballot form for information purposes.

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

Section 1. The above recitals are hereby adopted.

Section 2. The *Final* Landowners' Meeting will be held on November 11, 2026 at 3:00 p.m. in the Conference Room located at 1200 NW 4th Street, Homestead, Florida 33030.

Section 3. The instructions (Election Procedures), the proxy form and sample ballot form attached hereto as Exhibit "A" are hereby acknowledged and approved.

Section 4. A Notice of the *Final* Landowners' Meeting shall be published as prescribed by law.

PASSED, ADOPTED and EFFECTIVE this 27th day of May, 2026.

ATTEST:

**KEYS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson



SPECIAL DISTRICT (CDD) ELECTION PROCEDURES

1. Landowners' Meeting

In accordance with the provisions of Chapter 190, Florida Statutes, it is required that an initial meeting of the Landowners of the District be held within ninety (90) days following the effective date of the rule or ordinance establishing the District and thereafter every two (2) years during the month of November for the purpose of electing Supervisors. The second election by Landowners shall be held on the first Tuesday in November; thereafter, there shall be an election of supervisors every two (2) years in November on a date established by the Board of Supervisors. The assembled Landowners shall organize by electing a Chairperson, who shall preside over the meeting; and a Secretary shall also be elected for recording purposes.

2. Establishment of Quorum

Any Landowner(s) present or voting by proxy shall constitute a quorum at the meeting of the Landowners.

3. Nomination of Candidates

At the meeting, the Chairperson shall call for nominations from the floor for Candidates for the Board of Supervisors. When there are no further nominations, the Chairperson shall close the floor for nominations. The names of each Candidate and the spelling of their names shall be announced. Nominees need not be present to be nominated.

4. Voting

Each Landowner shall be entitled to cast one (1) vote for each acre (or lot parcel), or any fraction thereof, of land owned by him or her in the District, for each open position on the Board. (For example, if there are three (3) positions open, an owner of one (1) acre or less (or one lot parcel) may cast one (1) vote for each of the three (3) positions. An owner of two (2) acres (or two lot parcels) may cast two (2) votes for each of the three (3) positions. Each Landowner shall be entitled to vote either in person or by a representative present with a lawful written proxy.

5. Registration for Casting Ballots

The registration process for the casting of ballots by Landowners or their representatives holding their proxies shall be as follows:

a) At the Landowners' Meeting and prior to the commencement of the first casting of ballots for a Board of Supervisor position, each Landowner, or their representative if proxies are being sub-mitted in lieu thereof, shall be directed to register their attendance and the total number of votes by acreage (or lot parcels) to which each claims to be entitled, with the elected Secretary of the meeting or the District's Manager.

Corporate Office

The Oaks Center
2501A Burns Rd
Palm Beach Gardens, FL 33410
Direct: 561.630.4922

Contact Information

Toll Free: 877.737.4922
Fax: 561.630.4923
Web: www.sdsinc.org

Miami Branch

Kendall Executive Center
8785 SW 165 Avenue, Ste. 200
Miami, FL 33149
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- b) At such registration, each Landowner, or their representative with a lawful proxy, shall be provided a numbered ballot for the Board of Supervisor position(s) open for election. A District representative will mark on the ballot the number of votes that such Landowner, or their representative, is registered to cast for each Board of Supervisor position open for election.
- c) All Landowner proxies shall be collected at the time of registration and retained with the Official Records of the District for subsequent certification or verification, if required.

6. Casting of Ballots

Registration and the issuance of ballots shall cease once the Chairperson calls for the commencement of the casting of ballots for the election of a Board Supervisor(s) and thereafter no additional ballots shall be issued.

The Chairperson will declare that the Landowners, or their representatives, be requested to cast their ballots for the Board Supervisor(s). Once the ballots have been cast, the Chairperson will call for a collection of the ballots.

7. Counting of Ballots

Following the collection of ballots, the Secretary or District Manager shall be responsible for the tabulation of ballots in order to determine the total number of votes cast for each candidate that is seeking election.

At the second and subsequent landowner elections*, the two (2) candidates receiving the highest number of votes will be declared by the Chairperson as elected to the Board of Supervisors for four-year terms. The candidate receiving the next highest number of votes will fill the remaining open position on the Board of Supervisors for a two-year term, as declared by the Chairperson.

*At the final landowner election (*after the 6th or 10th year*), the candidate receiving the highest number of votes will be elected to the Board of Supervisors for a four-year term (two {2} supervisors are elected by General Election).

8. Contesting of Election Results

Following the election and announcement of the votes, the Chairperson shall ask the Landowners present, or those representatives holding proxies for Landowners, whether they wish to contest the election results. If no contests are received, said election results shall thereupon be certified.

If there is a contest, the contest must be addressed to the Chairperson and thereupon the individual casting a ballot that is being contested will be required to provide proof of ownership of the acreage (or lot parcels) for which they voted at the election within five (5) business days of the Landowners' Meeting. The proof of ownership shall be submitted to the District Manager who will thereupon consult with the District's General Counsel and together they will review the material provided and will determine the legality of the contested ballot(s). Once the contests are resolved, the Chairperson shall reconvene the Landowners' Meeting and thereupon certify the election results.

9. Recessing of the Landowners' Meeting

In the event there is a contest of a ballot or of the election, the Landowners' Meeting shall be recessed to a future time, date and location, at which time the election findings on the contest shall be reported in accordance with the procedure above and the newly elected Supervisor(s) shall thereupon take their Oath of Office.

10. Miscellaneous Provisions

- a) Each Landowner shall only be entitled to vote in person or by means of a representative attending in person and holding a lawful written proxy in order to cast said Landowner's votes.
- b) Proxies will not require that proof of acreage ownership be attached. Rather, proof of ownership must be provided timely by the holder of the proxy, if the proxy is contested in accordance with the procedure above.

LANDOWNER PROXY

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FINAL LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the **Keys Edge Community Development District** to be held on **November 11, 2026 at 3:00 p.m.** in the Conference Room located at 1200 NW 4th Street, Homestead, Florida 33030 and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may be legally considered at said meeting.

This proxy is to continue in full force and effect from the hereof until the conclusion of the above noted landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

Print Name of Legal Owner/Entity

Signature of Authorized Individual and/or Legal Owner

Date

Parcel Description*

of Acres/Units

*Insert in the space above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. [If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Pursuant to section 190.006(2) (b), *Florida Statutes* (2023), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

TOTAL NUMBER OF AUTHORIZED VOTES: _____

Please note that each eligible acre of land or fraction thereof is entitled to only one vote, for example, a husband and wife are together entitled to only one vote per their residence if it is located on one acre or less of real property.

If the Legal Owner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g. bylaws, corporate resolution, etc.)

SAMPLE BALLOT

BALLOT # _____

**KEYS EDGE COMMUNITY DEVELOPMENT DISTRICT
FINAL LANDOWNERS' MEETING
ELECTION OF BOARD SUPERVISORS**

NOVEMBER 11, 2026

The undersigned certifies that he/she is the owner (___) **or** duly authorized **representative of lawful proxy of an owner** (___) of land (real property) within the **Keys Edge Community Development District**, constituting acre(s)/unit(s)/lot(s) and hereby casts up to the corresponding number of his/her vote(s) for the following candidate/candidates to hold the above-named open Board position(s):

Name of Candidate

Number of Votes

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(The candidate receiving the highest number of votes shall be elected for a four (4) year term of office.)

Signature: _____

Printed Name: _____

Street Address or Tax Parcel Id Number for your Real Property:

Alina Garcia
Supervisor of Elections

2700 NW 87th Ave
Miami, FL 33172



T 305-499-VOTE(8683)
F 305-499-8501
TTY 305-499-8480

votemiamidade.gov
@votemiamidade

CERTIFICATION

STATE OF FLORIDA)

COUNTY OF MIAMI-DADE)

I, Alina Garcia, Supervisor of Elections of Miami-Dade County, Florida, do hereby certify that **Keys Edge Community Development District**, as described in the attached **MAP**, has **333** voters.

Alina Garcia
Supervisor of Elections

WITNESS MY HAND
AND OFFICIAL SEAL,
AT MIAMI, MIAMI-DADE
COUNTY, FLORIDA,
ON THIS 29th DAY OF
APRIL, 2026

Please submit a check for \$60.00 to our office payable to "Miami-Dade County Office of the Supervisor of Elections" for the cost of certifying the number of registered voters.

