



**KEYS COVE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING & PUBLIC
HEARING
JUNE 26, 2024
5:00 P.M.**

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

www.keyscovecdd.org
786.347.2711 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
Keys Cove Community Clubhouse
1455 SE 27th Street
Homestead, Florida 33035
REGULAR BOARD MEETING & PUBLIC HEARING
June 26, 2024
5:00 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. April 24, 2024 Regular Board Meeting Minutes.....Page 2
- G. New Business
 - 1. Consider Resolution No. 2024-02 – Electronic Signature Policy.....Page 7
 - 2. Consider Resolution No. 2024-03 – Adopting a Fiscal Year 2024/2025 Meeting Schedule.....Page 10
 - 3. Consider Appointment of Audit Committee & Approval of Evaluation Criteria for RFQ.....Page 12
 - 4. Engineer Update on the Status of the Landshore Enterprises, Lake 2 South (“Lake 2S”) Shoreline Erosion Control and Maintenance Project
- H. Old Business
 - 1. Engineer Confirmation of Completion the Landshore Enterprises, Lake 1 North (“Lake 1N”) Shoreline Erosion Control and Maintenance Project
- I. Public Hearing
 - 1. Proof of Publication.....Page 16
 - 2. Receive Public Comments on Fiscal Year 2024/2025 Final Budget
 - 3. Consider Resolution No. 2024-04 – Adopting a Fiscal Year 2024/2025 Final Budget.....Page 17
- J. Administrative Matters
 - 1. Financial Report.....Page 24
 - 2. SDS Ethics Training Memo.....Page 28
 - 3. Reminder of the 2023 Form 1 – Statement of Financial Interests Due by July 1, 2024
 - 4. Update on Miami-Dade County Supervisor of Elections 2024 Qualified Candidate Results
- K. Additional Board Member/Staff Comments
- L. Adjourn

MIAMI-DADE

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, of Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

KEYS COVE COMMUNITY DEVELOPMENT DISTRICT - FISCAL
YEAR 2023/2024 REGULAR MEETING SCHEDULE

in the XXXX Court,
was published in a newspaper by print in the issues of Miami
Daily Business Review f/k/a Miami Review on

10/13/2023

Affiant further says that the newspaper complies with all
legal requirements for publication in chapter 50, Florida
Statutes.

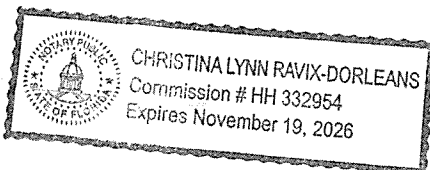
Guillermo Garcia

Sworn to and subscribed before me this
13 day of OCTOBER, A.D. 2023

C. Ravix-Dorleans

(SEAL)

GUILLERMO GARCIA personally known to me



KEYS COVE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Keys
Cove Community Development District will hold Regular Meetings at 5:00 p.m.
in the meeting room area of the Keys Cove Community Clubhouse located
at 1455 SE 27th Street, Homestead, Florida 33035, on the following dates:

October 25, 2023
January 24, 2024
April 24, 2024
June 26, 2024
September 25, 2024

The purpose of the meetings is to conduct any business coming before the
Board. The meetings are open to the public and will be conducted in
accordance with the provisions of Florida law. Copies of the Agendas for
any of the meetings may be obtained from the District's website or by
contacting the District Manager at 786-347-2711 Ext. 2011 and/or toll free
at 1-877-737-4922 five (5) days prior to the date of the particular meeting.
From time to time one or two Supervisors may participate by telephone;
therefore, at the location of these meetings there will be a speaker telephone
present so that interested persons can attend the meetings at the above
location and be fully informed of the discussions taking place either in person
or by telephone communication. 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 786-347-2711
Ext. 2011 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 without advertised notice.

KEYS COVE COMMUNITY DEVELOPMENT DISTRICT

www.keyscovecdd.org
10/13

23-65/0000688518M

**KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 24, 2024**

A. CALL TO ORDER

The April 24, 2024, Regular Board Meeting of the Keys Cove Community Development District (the “District”) was called to order at 5:01 p.m. in the Keys Cove Community Clubhouse located at 1455 SE 27th Street, Homestead, Florida 33035.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 13, 2023, as part of the District’s Fiscal Year 2023/2024 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairman Carlos Cabezas, Vice Chairman Kenneth Bryant and Supervisor Jeffrey Louis constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Gloria Perez of Special District Services, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO 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. October 25, 2023, Regular Board Meeting

Mrs. Perez presented the minutes of the October 25, 2023, Regular Board Meeting, asking if there were any corrections or additions.

A **MOTION** was made by Supervisor Bryant, seconded by Supervisor Cabezas and passed unanimously approving the October 25, 2023, Regular Board Meeting minutes, as presented.

G. NEW BUSINESS

1. Consider Resolution No. 2024-01 – Adopting a Fiscal Year 2024/2025 Proposed Budget

Mrs. Perez presented Resolution No. 2024-01, entitled:

RESOLUTION NO. 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez advised the Board that the presented budget was based on estimated and projected costs and the Board can reduce and/or increase amounts as needed. The Debt Service Assessment is the Refunding Maximum Assessment. The proposed Administrative Budget is higher than last year. Insurance & Legal Advertising have increased.

The Lake Restoration Project budget line item has been reduced to \$25,000, which the Board can decrease or remove altogether if so desired. The remaining balance for the completion of Lake 1N is approximately \$32,318. The contractual amount for Lake 1S is \$350,139 to date. Based on the funds that have been collected to date for the Lake Restoration Project, minus the funds spent to date on the projects and less the current contractual costs, the District has approximately \$250,000 over the anticipated cost for the project and therefore it is up to the Board if they want to remove the \$25,000 that has been allocated to this project on the Proposed Budget, noting that we have no way of knowing if additional funds will be needed during the course of the project.

Available funds for 9-30-2024 are estimated to be \$400,000. This amount may be lower depending on the ongoing erosion project. This amount is in addition to any funds that will be set up for: the Storm Drainage Reserve is \$114,015.00, for Maintenance Reserve is (\$150,000), for Roadway Resurfacing Reserve is (\$175,530) and for the Lake Restoration Project is (\$671,173).

No carryover has been applied to the FY 2024/2025 Proposed Budget (\$0 was set up last year). Because the assessments presented for 2024/2025 are currently lower than the 2023/2024 assessment, no letters to the residents will be required.

A discussion ensued and the Board directed District management to remove the Lake Restoration Line item and in doing so reducing the budget by \$25,000 that was allocated to said line item.

A **MOTION** was made by Supervisor Bryant, seconded by Supervisor Louis and unanimously passed adopting Resolution No. 2024-01, as amended, approving a Proposed Budget for FY 2024-2025, setting the Public Hearing for finalization for Wednesday, June 26, 2024, at 5:00 p.m. at the Keys Cove Community Clubhouse located at 1455 SE 27th Street, Homestead, Florida 33035 and further authorizing the required advertisements.

2. Consider Storm Drainage Cleaning Proposals

Presented in the meeting books were the following Tables and corresponding drainage cleaning proposals.

Keys Cove CDD – Storm Drainage Cleaning		
Americlean	Caraballo Express	Raptor Vac Systems
Perform the cleaning of the 31 storm drainage structures/catch basins (As per inspection performed by Field Operations in January 2024).		
Total Cost: \$3,565.00	Total Cost: \$10,850.00	Total Cost: \$3,348.00

A **MOTION** was made by Supervisor Louis, seconded by Supervisor Cabezas and passed unanimously approving the Raptor Vac Systems proposal in the amount of \$3,348 for the cleaning of 31 stormwater management system structures; and directing District Counsel to prepare an agreement and authorizing District management to execute same on behalf of the District.

H. OLD BUSINESS

1. Update on Landshore Enterprises' Lake 1 North (Lake 1N) Shoreline Erosion Control and Maintenance Project

Mrs. Perez presented the following update forwarded by the District Engineer:

From: Angel Camacho <Angel.Camacho@AlvarezEng.com>

Sent: Wednesday, April 17, 2024 12:04 PM

To: Gloria Perez <gperez@sdsinc.org>; Juan R. Alvarez <Juan.Alvarez@AlvarezEng.com>

Cc: Jeff Walker <JWalker@sdsinc.org>

Subject: RE: KC Lake Bank Projects Recap and Request for Updates

Good afternoon gloria,

As per our discussion, there remains an outstanding balance of \$32,318.00 pertaining to retainage within the Lake 1N agreement. Prior to the approval of payment application #6, I conducted a site inspection alongside representatives from Landshore. During this inspection, I identified several punch list items requiring correction, which Landshore has since addressed satisfactorily.

Presently, Landshore is in the process of finalizing the As-builts necessary for submission to the City in order to facilitate the closure of the permit associated with Lake 1N. Upon the successful conclusion of this administrative procedure, Landshore intends to transition its operations to Lake 2S.

Regards,



Angel Camacho

8935 NW 35 Lane, Suite 101

Doral, FL 33172

Office: (305) 640-1345

Mobile: (786) 617-6426

Angel.Camacho@AlvarezEng.com

www.alvarezeng.com

A brief discussion ensued.

I. ADMINISTRATIVE MATTERS

1. Financial Update

Mrs. Perez presented the financials in the meeting book and briefly reviewed them with the Board, pointing out that available funds as of March 31, 2024, were \$694,360.02.

A **MOTION** was made by Supervisor Bryant, seconded by Supervisor Louis and passed unanimously ratifying the financials, as presented.

2. District Counsel's Memorandum Regarding Required Ethics Training and Financial Disclosure

Ms. Wald provided an overview of the presented memorandum, going over the required ethics training and specifying that the required 4 hours must be completed prior to December 2024. She also provided an update on the financial disclosure changes, noting that Form 1 must be completed prior to July 1, 2024, and would now be submitted via the Florida Commission on Ethics' website. The website link was provided in the meeting materials and forwarded by District management via email. She added that this was each individual Board Member's responsibility.

3. 2023 Form1 – Statement of Financial Interests

Mrs. Perez advised the Board that the 2023 Form 1 must be submitted prior to July 1, 2024, using the Electronic Filing System of the Florida Commission on Ethics, which can be accessed via a link at Login - Electronic Financial Disclosure Management System floridaethics.gov., as previously noted by District Counsel and emphasizing that you will no longer be able to file your completed Form 1 through your local Supervisor of Elections' office.

4. Announce 2024 General Election and Candidate Qualifying Period

Mrs. Perez advised, pursuant to the Miami-Dade County Supervisor of Elections' website, the 2024 General Election and Candidate Qualifying Period runs from Noon, Monday, June 10, 2024, through Noon, Friday, June 14, 2024.

She noted that the Seats up for election with term expiring this year were:

AS	Seat 3 Jeffrey Louis	Expires 2024
AS	Seat 4 Clarence McNish	Expires 2024

J. ADDITIONAL BOARD MEMBER/STAFF COMMENTS

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

K. ADJOURNMENT

There being no further business to come before the Board, a **MOTION** was made by Supervisor Cabezas, seconded by Supervisor Louis adjourning the Regular Board Meeting at 5:35 p.m. The **MOTION** carried unanimously.

ATTESTED BY:

Secretary/Assistant Secretary

Chairman/Vice-Chair

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING AN ELECTRONIC SIGNATURE POLICY, PROVIDING DISTRICT MANAGER WITH AUTHORITY AND RESPONSIBILITY FOR APPROVAL OF ELECTRONIC SIGNATURES AND IMPLEMENTATION OF CONTROL PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE, INTEGRITY, AND SECURITY, IN ACCORDANCE WITH CHAPTER 688, FLORIDA STATUTES; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the Keys Cove Community Development District (the “District”), is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”); and

WHEREAS, the Board of Supervisors of the District regularly directs the District Manager of the District to execute and accept certain documents on behalf of the District and it is customary for certain documents to be transmitted via electronic means endorsed with electronic signatures; and

WHEREAS, consistent with Chapter 688, Florida Statutes, the District is responsible for adopting and implementing control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of business transactions conducted using electronic commerce; and

WHEREAS, the District Board of Supervisors finds that it is in the best interest of the District to enact a policy pertaining to the use and receipt of electronic signatures.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KEYS COVE COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The foregoing recitals are hereby incorporated as findings of fact of the District Board of Supervisors.

Section 2. The Board of Supervisors of the Keys Cove Community Development District hereby establishes and adopts the “Electronic Signature Policy,” as follows:

ELECTRONIC SIGNATURE POLICY

PURPOSE: The purpose of this policy is to establish and identify the criteria and requirements for the use and validation of electronic signatures on documents on behalf of and for District business in accordance with Chapter 688, Florida Statutes, “Electronic Signature Act”.

DEFINITIONS:

Electronic means technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities.

Electronic record means a record created, generated, sent, communicated, received, or stored by electronic means.

Electronic signature means any letters, characters, or symbols, manifested by electronic or similar means, or logically associated with a record and that is executed or adopted with the intent to sign the record.

Electronic transaction means a transaction that is conducted or performed, in whole or in part, by electronic means or electronic records.

Record means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and that is retrievable in perceivable form.

POLICY: This policy applies to any Electronic transaction that is a replacement for or complement to handwritten signatures on any record of or for the District, including, but not limited to, contracts, agreements, official minutes, bids, proposals and resolutions. Any Electronic record or Electronic signature may not be denied legal effect or enforceability solely because the record or signature is in electronic form. This policy does not limit the District’s right or option to require original signatures or Records in a non-electronic format as the District deems necessary or as required by applicable policies, laws or regulations.

PROCEDURE: When a document containing an Electronic signature is signed, transmitted and received the following requirements must be met:

1. The Electronic signature must establish sender/user authenticity. The electronic signing of a document by an individual must be accompanied by documentation that shows that the signer is the individual signing the document and the individual that has the authority to bind the entity entering into an agreement or contract with the District.

2. If a document has been modified or changed, the prior Electronic signature is invalid and said document requires another Electronic signature or shall be signed by hand. This is to prevent any issue that a document has been changed after it is signed.

3. The District Manager, or his or her designee, has the authority and responsibility for approval of any Electronic signature method utilized and shall be responsible for the implementation of control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of District business transactions conducted using electronic methods.

4. The Electronic signature shall include the entire name of the individual and shall be located on or near the signature block on the document being electronically signed.

5. The date of the Electronic signature must be captured, stored, and available for retrieval for the required retention period of the document executed.

6. The Electronic record must be transmitted to all parties in a format acceptable to the District Manager, or his or her designee.

Section 3. The District Manager is hereby directed to take all actions necessary and consistent with the intent of this Resolution.

Section 4. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

Section 5. If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 6. The Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 26th DAY OF JUNE, 2024.

**KEYS COVE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman/Vice Chairman

RESOLUTION NO. 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2024/2025 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Keys Cove Community Development District ("District") to establish a regular meeting schedule for fiscal year 2024/2025; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2024/2025 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 COVE COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2024/2025 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 26th day of June, 2024.

ATTEST:

**KEYS COVE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Keys Cove Community Development District will hold Regular Meetings at 5:00 p.m. in the meeting room area of the Keys Cove Community Clubhouse located at 1455 SE 27th Street, Homestead, Florida 33035, on the following dates:

October 23, 2024

January 22, 2025

March 26, 2025

May 28, 2025

August 27, 2025

The purpose of the meetings is to conduct any business coming before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person or by telephone communication. 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 786-347-2711 Ext. 2011 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 without advertised notice.

KEYS COVE COMMUNITY DEVELOPMENT DISTRICT

www.keyscovecdd.org

PUBLISH: MIAMI HERALD 00/00/24

**KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2023/2024, 2024/2025 and 2025/2026
With Two Year Option (2026/2027 and 2027/2028)
Miami-Dade County, Florida**

**KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 22, 2024 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. REJECTION OF PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) copy of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Keys Cove Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

**KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. *Ability of Personnel (10 Points).*

(E.g., geographic locations of the firm’s headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer’s Experience (10 Points).*

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work (10 Points).*

Extent to which the proposal demonstrates an understanding of the District’s needs for the services requested.

4. *Ability to Furnish the Required Services (10 Points).*

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer’s financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price (10 Points).*

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.



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
142044	559590	Print Legal Ad-IPL01764530 - IPL0176453		\$1,282.99	2	44 L

Attention: Laura J. Archer
Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, Florida 33410

larcher@sdsinc.org

**Notice of Public Hearing
and Regular Board Meeting of the
Keys Cove Community Development District**

The Board of Supervisors of the Keys Cove Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 26, 2024, at 5:00 p.m., or as soon thereafter as can be heard, in the Keys Cove Community Clubhouse Meeting Room Area located at 1455 SE 27th Street, Homestead, Florida 33035.

The purpose of the Public Hearing is to receive public comment on the 2024/2025 Fiscal Year Proposed Final Budget of the District. A copy of the Budget and/or the Agenda may be obtained from the District's website (www.keyscovecdd.org) or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. The meetings are 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 Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors 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 these meetings should contact the District Manager at (786) 347-2711 Ext 2011 and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular 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 Cove Community Development District

www.keyscovecdd.org
IPL0176453
Jun 6, 13 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

2 insertion(s) published on:

06/06/24, 06/13/24

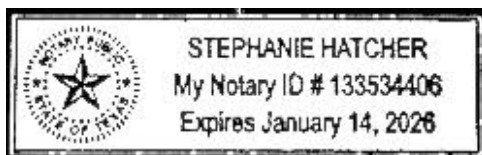
Affiant further says that the said Miami Herald is a newspaper published at Miami, in the said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Dade County, Florida each day and has been entered a second class mail matter at the post office in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

Mary Castro

Sworn to and subscribed before me this 13th day of June in the year of 2024

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!

RESOLUTION NO. 2024-04

A RESOLUTION OF THE KEYS COVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2024/2025 BUDGET.

WHEREAS, the Keys Cove Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2024/2025 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The 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 26th day of June, 2024.

ATTEST:

**KEYS COVE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Cove
Community Development District

**Final Budget For
Fiscal Year 2024/2025
October 1, 2024 - September 30, 2025**

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FINAL BUDGET
KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2024/2025 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	97,826
MAINTENANCE ASSESSMENTS	252,128
DEBT ASSESSMENTS	613,370
OTHER REVENUES	0
INTEREST INCOME	1,200
TOTAL REVENUES	\$ 964,524
EXPENDITURES	
MAINTENANCE EXPENDITURES	
MAINTENANCE CONTINGENCY	52,500
STORM DRAINAGE MAINTENANCE	35,000
ROADWAY RESURFACING PROJECT	85,000
MAINTENANCE RESERVE	25,000
FOUNTAIN MAINTENANCE/RESERVE	25,000
HOLIDAY LIGHTING CONTRIBUTION	2,500
ENGINEERING/INSPECTIONS	12,000
LAKE RESTORATION PROJECT	0
TOTAL MAINTENANCE EXPENDITURES	\$ 237,000
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	6,000
EMPLOYER TAXES	480
MANAGEMENT	35,052
REIMBURSABLES (POSTAGE/OFFICE SUPPLIES)	1,050
LEGAL	15,000
ASSESSMENT ROLL	7,500
AUDIT FEES	3,900
ARBITRAGE REBATE FEE	650
INSURANCE	12,000
LEGAL ADVERTISING	2,500
MISCELLANEOUS	2,000
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	4,500
WEBSITE MANAGEMENT	2,000
CONTINUING DISCLOSURE FEE	350
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 93,157
TOTAL EXPENDITURES	\$ 330,157
REVENUES LESS EXPENDITURES	\$ 634,367
BOND PAYMENTS	(576,568)
BALANCE	\$ 57,799
COUNTY APPRAISER & TAX COLLECTOR FEE	(19,266)
DISCOUNTS FOR EARLY PAYMENTS	(38,533)
EXCESS/ (SHORTFALL)	\$ -
CARRYOVER FROM PRIOR YEAR	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
ADMINISTRATIVE ASSESSMENTS	88,753	88,422	97,826	Expenditures Less Interest & Carryover (25%)/.94
MAINTENANCE ASSESSMENTS	530,552	375,000	252,128	Expenditures Less Carryover (75%)/.94
DEBT ASSESSMENTS	613,377	613,370	613,370	Bond Payments/.94
OTHER REVENUES	0	0	0	
INTEREST INCOME	39,640	480	1,200	Interest Projected At \$100 Per Month
TOTAL REVENUES	\$ 1,272,322	\$ 1,077,272	\$ 964,524	
EXPENDITURES				
MAINTENANCE EXPENDITURES				
MAINTENANCE CONTINGENCY	320	55,000	52,500	Maintenance Contingency
STORM DRAINAGE MAINTENANCE	2,300	30,000	35,000	For Storm Drainage Maintenance Reserve
ROADWAY RESURFACING PROJECT	0	60,000	85,000	Fourteen Year Project (Sixth Year)
MAINTENANCE RESERVE	0	25,000	25,000	No Change From 2023/2024 Budget
FOUNTAIN MAINTENANCE/RESERVE	20,923	18,000	25,000	For Fountain Maintenance Reserve
HOLIDAY LIGHTING CONTRIBUTION	0	2,500	2,500	No Change From 2023/2024 Budget
ENGINEERING/INSPECTIONS	7,129	12,000	12,000	No Change From 2023/2024 Budget
LAKE RESTORATION PROJECT	123,378	150,000	0	Line Item Related
TOTAL MAINTENANCE EXPENDITURES	\$ 154,050	\$ 352,500	\$ 237,000	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	2,200	6,000	6,000	No Change From 2023/2024 Budget
EMPLOYER TAXES	168	480	480	Projected At 8% Of Supervisor Fees
MANAGEMENT	33,048	34,032	35,052	CPI Adjustment (Capped At 3%)
REIMBURSABLES (POSTAGE/OFFICE SUPPLIES)	521	1,050	1,050	No Change From 2023/2024 Budget
LEGAL	8,290	12,000	15,000	\$3,000 Increase From 2023/2024 Budget
ASSESSMENT ROLL	7,500	7,500	7,500	No Change From 2023/2024 Budget
AUDIT FEES	3,700	3,800	3,900	\$100 Increase From 2023/2024 Budget
ARBITRAGE REBATE FEE	650	650	650	No Change From 2023/2024 Budget
INSURANCE	7,475	8,310	12,000	Fiscal Year 2023/2024 Expenditure Was \$8,147
LEGAL ADVERTISING	274	750	2,500	Costs Will Increase Due To Closing Of The Miami Business Review
MISCELLANEOUS	2,020	2,000	2,000	No Change From 2023/2024 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2023/2024 Budget
TRUSTEE FEES	4,247	4,500	4,500	No Change From 2023/2024 Budget
WEBSITE MANAGEMENT	2,000	2,000	2,000	No Change From 2023/2024 Budget
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2023/2024 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 72,618	\$ 83,597	\$ 93,157	
TOTAL EXPENDITURES	\$ 226,668	\$ 436,097	\$ 330,157	
REVENUES LESS EXPENDITURES	\$ 1,045,654	\$ 641,175	\$ 634,367	
BOND PAYMENTS	(587,680)	(576,568)	(576,568)	2025 Principal & Interest Payments
BALANCE	\$ 457,974	\$ 64,607	\$ 57,799	
COUNTY APPRAISER & TAX COLLECTOR FEE	(11,919)	(21,535)	(19,266)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(39,547)	(43,072)	(38,533)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 406,508	\$ -	\$ -	
CARRYOVER FROM PRIOR YEAR	0	0	0	Carryover Balance From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 406,508	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET

KEYS COVE COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024/2025

OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2022/2023	2023/2024	2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	17,268	100	500	Projected Interest For 2024/2025
NAV Tax Collection	587,680	576,568	576,568	Yearly Maximum Debt Assessment
Total Revenues	\$ 604,948	\$ 576,668	\$ 577,068	
EXPENDITURES				
Principal Payments	411,000	424,000	436,000	Principal Payment Due In 2025
Interest Payments	158,756	142,558	131,378	Interest Payments Due In 2025
Bond Redemption	0	10,110	9,690	Estimated Excess Debt Collections
Total Expenditures	\$ 569,756	\$ 576,668	\$ 577,068	
Excess/Shortfall	\$ 35,192	\$ -	\$ -	

Series 2019 Bond Refunding Information

Original Par Amount =	\$7,322,000	Annual Principal Payments Due:	May 1st
Interest Rate=	2.60%	Annual Interest Payments Due :	May 1st & November 1st
Issue Date:	December 2019		
Maturity Date:	May 2035		
Par Amount As Of 1/1/2024 =	\$5,695,000		

Keys Cove Community Development District Assessment Comparison

	Fiscal Year 2020/2021 <u>Assessment*</u>	Fiscal Year 2021/2022 <u>Assessment*</u>	Fiscal Year 2022/2023 <u>Assessment*</u>	Fiscal Year 2023/2024 <u>Assessment*</u>	Fiscal Year 2024/2025 <u>Projected Assessment*</u>
Administrative	\$ 82.86	\$ 83.65	\$ 85.77	\$ 90.79	\$ 100.44
Maintenance	\$ 235.03	\$ 546.86	\$ 544.72	\$ 385.02	\$ 258.86
Debt	<u>\$ 629.75</u>	<u>\$ 629.75</u>	<u>\$ 629.75</u>	<u>\$ 629.75</u>	<u>\$ 629.75</u>
Total	\$ 947.64	\$ 1,260.26	\$ 1,260.24	\$ 1,105.56	\$ 989.05

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units 974

Keys Cove
Community Development District

**Financial Report For
May 2024**

Keys Cove Community Development District
Budget vs. Actual
October 2023 through May 2024

	Oct '23 - May 24	23/24 Budget	\$ Over Budget	% of Budget
Income				
363.100 · Admin Assessment Income	81,340.86	88,422.00	-7,081.14	91.99%
363.101 · Maint Assessment Income	340,924.30	375,000.00	-34,075.70	90.91%
363.810 · Debt Assessment	557,563.25	613,370.00	-55,806.75	90.9%
363.820 · Debt Assessment-Paid To Trustee	-532,464.25	-576,568.00	44,103.75	92.35%
363.830 · Assessment Fees	-9,442.35	-21,535.00	12,092.65	43.85%
363.831 · Assessment Discounts	-34,622.52	-43,072.00	8,449.48	80.38%
369.401 · Interest Income	33,319.01	480.00	32,839.01	6,941.46%
Total Income	436,618.30	436,097.00	521.30	100.12%
Gross Profit	436,618.30	436,097.00	521.30	100.12%
Expense				
511.122 · Payroll Expense	91.80	480.00	-388.20	19.13%
511.131 · Supervisor Fees	1,200.00	6,000.00	-4,800.00	20.0%
511.301 · Maintenance/Contingency	0.00	55,000.00	-55,000.00	0.0%
511.302 · Storm Drainage Maintenance	0.00	30,000.00	-30,000.00	0.0%
511.303 · Roadway Resurfacing Project	0.00	60,000.00	-60,000.00	0.0%
511.304 · Maintenance Reserve	0.00	25,000.00	-25,000.00	0.0%
511.307 · Fountain Maintenance	9,450.00	18,000.00	-8,550.00	52.5%
511.308 · Holiday Lighting	0.00	2,500.00	-2,500.00	0.0%
511.310 · Engineering	3,686.21	12,000.00	-8,313.79	30.72%
511.311 · Management Fees	22,688.00	34,032.00	-11,344.00	66.67%
511.315 · Legal Fees	6,102.50	12,000.00	-5,897.50	50.85%
511.318 · Assessment/Tax Roll	0.00	7,500.00	-7,500.00	0.0%
511.320 · Audit Fees	0.00	3,800.00	-3,800.00	0.0%
511.330 · Arbitrage Rebate Fee	650.00	650.00	0.00	100.0%
511.450 · Insurance	8,147.00	8,310.00	-163.00	98.04%
511.480 · Legal Advertisements	103.68	750.00	-646.32	13.82%
511.512 · Miscellaneous	1,577.44	2,000.00	-422.56	78.87%
511.515 · Reimbursables	249.09	1,050.00	-800.91	23.72%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	4,246.25	4,500.00	-253.75	94.36%
511.734 · Continuing Disclosure Fee	0.00	350.00	-350.00	0.0%
511.737 · North Lake Restoration Project	161,335.00	150,000.00	11,335.00	107.56%
511.738 · South Lake Restoration Project	15,085.65	0.00	15,085.65	100.0%
511.750 · Website Management	1,333.28	2,000.00	-666.72	66.66%
Total Expense	236,120.90	436,097.00	-199,976.10	54.14%
Net Income	200,497.40	0.00	200,497.40	100.0%

**KEYS COVE COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
MAY 2024**

	Annual Budget 10/1/23 - 9/30/24	Actual May-24	Year To Date Actual 10/1/23 - 5/31/24
REVENUES			
ADMINISTRATIVE ASSESSMENTS	88,422	0	81,341
MAINTENANCE ASSESSMENTS	375,000	0	340,924
DEBT ASSESSMENTS	613,370	0	557,563
OTHER REVENUES	0	0	0
INTEREST INCOME	480	0	33,319
Total Revenues	\$ 1,077,272	\$ -	\$ 1,013,147
EXPENDITURES			
MAINTENANCE EXPENDITURES			
MAINTENANCE CONTINGENCY	55,000	0	0
STORM DRAINAGE MAINTENANCE	30,000	0	0
ROADWAY RESURFACING PROJECT	60,000	0	0
MAINTENANCE RESERVE	25,000	0	0
FOUNTAIN MAINTENANCE	18,000	485	9,450
HOLIDAY CONTRIBUTION	2,500	0	0
ENGINEERING/INSPECTIONS	12,000	0	3,686
NORTH LAKE RESTORATION PROJECT	150,000	0	161,335
SOUTH LAKE RESTORATION PROJECT	0	0	15,086
TOTAL MAINTENANCE EXPENDITURES	\$ 352,500	\$ 485	\$ 189,557
ADMINISTRATIVE EXPENDITURES			
SUPERVISOR FEES	6,000	600	1,200
EMPLOYER TAXES	480	46	92
MANAGEMENT	34,032	2,836	22,688
REIMBURSABLES (POSTAGE/OFFICE SUPPLIES)	1,050	89	249
LEGAL	12,000	0	6,103
ASSESSMENT ROLL	7,500	0	0
AUDIT FEES	3,800	0	0
ARBITRAGE REBATE FEE	650	0	650
INSURANCE	8,310	0	8,147
LEGAL ADVERTISING	750	0	104
MISCELLANEOUS	2,000	79	1,577
DUES & SUBSCRIPTIONS	175	0	175
TRUSTEE FEES	4,500	0	4,246
WEBSITE MANAGEMENT	2,000	166	1,333
CONTINUING DISCLOSURE FEE	350	0	0
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 83,597	\$ 3,816	\$ 46,564
Total Expenditures	\$ 436,097	\$ 4,301	\$ 236,121
REVENUES LESS EXPENDITURES	\$ 641,175	\$ (4,301)	\$ 777,026
BOND PAYMENTS	(576,568)	0	(532,464)
BALANCE	\$ 64,607	\$ (4,301)	\$ 244,562
COUNTY APPRAISER & TAX COLLECTOR FEE	(21,535)	0	(9,442)
DISCOUNTS FOR EARLY PAYMENTS	(43,072)	0	(34,623)
EXCESS/ (SHORTFALL)	\$ -	\$ (4,301)	\$ 200,497
CARRYOVER FROM PRIOR YEAR	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (4,301)	\$ 200,497

Bank Balance As Of 5/31/24	\$ 1,843,185.61
Accounts Payable As Of 5/31/24	\$ 5,198.22
Accounts Receivable As Of 5/31/24	\$ -
Maintenance Reserve As Of 5/31/24	\$ 150,000.00
Reserve For Storm Drainage Maintenance As Of 5/31/24	\$ 114,015.00
Reserve For Roadway Resurfacing Project As Of 5/31/24	\$ 175,530.00
Reserve For Improvements (Restoration Project) As Of 5/31/24	\$ 671,173.00
Available Funds As Of 5/31/24	\$ 727,269.39

KEYS COVE CDD TAX COLLECTIONS 2023-2024

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	Admin Assessment Income (Before Discounts & Fees)	Maint Assessment Income (Before Discounts & Fees)	Debt Assessment Income (Before Discounts & Fees)	Admin Assessment Income (After Discounts & Fees)	Maint Assessment Income (After Discounts & Fees)	Debt Assessment Income (After Discounts & Fees)	Debt Assessment Paid to Trustee
									\$ 1,076,792	\$ 88,422	\$ 375,000	\$ 613,370	\$ 88,422	\$ 375,000	\$ 613,370	
									\$ 1,012,665	\$ 83,597	\$ 352,500	\$ 576,568	\$ 83,597	\$ 352,500	\$ 576,568	\$ 576,568
1	1	Miami-Dade Tax Collector	12/11/23	NAV Taxes	\$ 188,367.86		\$ (1,808.24)	\$ (7,544.63)	\$ 179,014.99	\$ 15,464.96	\$ 65,608.55	\$ 107,294.35	\$ 14,697.04	\$ 62,350.95	\$ 101,967.00	\$ 101,967.00
2	2	Miami-Dade Tax Collector	12/11/23	NAV Taxes	\$ 168,045.12		\$ (1,613.24)	\$ (6,721.44)	\$ 159,710.44	\$ 13,800.08	\$ 58,523.04	\$ 95,722.00	\$ 13,115.69	\$ 55,620.15	\$ 90,974.60	\$ 90,974.60
3	3	Miami-Dade Tax Collector	01/08/24	NAV Taxes	\$ 392,681.54		\$ (3,769.82)	\$ (15,698.13)	\$ 373,213.59	\$ 32,239.09	\$ 136,771.00	\$ 223,671.45	\$ 30,640.74	\$ 129,990.30	\$ 212,582.55	\$ 212,582.55
4	4	Miami-Dade Tax Collector	01/24/24	NAV Taxes	\$ 43,116.84		\$ (415.81)	\$ (1,536.73)	\$ 41,164.30	\$ 3,540.81	\$ 15,015.78	\$ 24,560.25	\$ 3,380.40	\$ 14,335.75	\$ 23,448.15	\$ 23,448.15
5	5	Miami-Dade Tax Collector	02/07/24	NAV Taxes	\$ 67,900.37		\$ (659.04)	\$ (1,996.18)	\$ 65,245.15	\$ 5,574.62	\$ 23,649.70	\$ 38,676.05	\$ 5,356.55	\$ 22,724.90	\$ 37,163.70	\$ 37,163.70
6	6	Miami-Dade Tax Collector	02/15/24	NAV Taxes	\$ 29,850.12		\$ (292.31)	\$ (619.10)	\$ 28,938.71	\$ 2,451.33	\$ 10,395.54	\$ 17,003.25	\$ 2,376.41	\$ 10,078.15	\$ 16,484.15	\$ 16,484.15
7	Int -1	Miami-Dade Tax Collector	03/08/24	Interest		\$ 907.04			\$ 907.04	\$ 907.04			\$ 907.04			\$ -
8	7	Miami-Dade Tax Collector	04/08/24	NAV Taxes	\$ 40,905.72		\$ (404.19)	\$ (486.48)	\$ 40,015.05	\$ 3,359.23	\$ 14,245.74	\$ 23,300.75	\$ 3,286.05	\$ 13,935.55	\$ 22,793.45	\$ 22,793.45
9	Int - 2	Miami-Dade Tax Collector	04/08/24	Interest		\$ 63.76			\$ 63.76	\$ 63.76			\$ 63.76			\$ -
10	8	Miami-Dade Tax Collector	04/22/24	NAV Taxes	\$ 47,990.04		\$ (479.70)	\$ (19.83)	\$ 47,490.51	\$ 3,939.94	\$ 16,714.95	\$ 27,335.15	\$ 3,898.86	\$ 16,541.00	\$ 27,050.65	\$ 27,050.65
11									\$ -							\$ -
12									\$ -							\$ -
13									\$ -							\$ -
14									\$ -							\$ -
15									\$ -							\$ -
16									\$ -							\$ -
					\$ 978,857.61	\$ 970.80	\$ (9,442.35)	\$ (34,622.52)	\$ 935,763.54	\$ 81,340.86	\$ 340,924.30	\$ 557,563.25	\$ 77,722.54	\$ 325,576.75	\$ 532,464.25	\$ 532,464.25

Roll: 613,376.50

Total Assessment Roll = 1,076,815.44

Debt Assessments
On Roll = 613,376.50

Note: \$1,076,792, \$88,422, \$375,000 and \$613,370 are 2023/2024 Budgeted assessments before discounts and fees.

Note: \$1,012,665, \$83,597, \$352,500 and \$576,568 are 2023/2024 Budgeted assessments after discounts and fees.

\$ 978,857.61	
\$ 970.80	\$ 935,763.54
\$ (81,340.86)	\$ (77,722.54)
\$ (340,924.30)	\$ (325,576.75)
\$ (557,563.25)	\$ (532,464.25)
\$ -	\$ -

Ethics Training

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
 - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
 - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at www.sdsinc.org/links.

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.