



**KEYS COVE II
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
NOVEMBER 9, 2016
11:00 A.M.**

Special District Services, Inc.
6625 Miami Lakes Drive, Suite 374
Miami Lakes, FL 33014

www.keyscove2cdd.org
305.777.0761 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
Crexent Business Center, 6625 Miami Lakes Drive
3rd Floor Conference Room
Miami Lakes, Florida 33014
REGULAR BOARD MEETING
November 9, 2016
11:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Discussion on District Election (11/8/2016) for Seats 1 & 2 and Procedure(s) for Declaring Vacancies (as of 11/22/2016)
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
 - 1. May 11, 2016 Regular Board Meeting & Public Hearing.....Page 2
- H. Old Business
 - 1. Update on Status of License Agreement (Security Facilities)
 - 2. Update Regarding Entrance Plans
 - 3. Staff Report as Required
- I. New Business
 - 1. Consider Resolution No. 2016-05 – Adopting a Fiscal Year 2015/2016 Amended Budget.....Page 8
 - 2. Consider Resolution No. 2016-06 – Authorizing Electronic Approvals & Check Signers.....Page 13
- J. Administrative & Operational Matters
 - 1. Staff Report as Required
- K. Board Member & Staff Closing Comments
- L. Adjourn

MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and
Legal Holidays
Miami, Miami-Dade County, Florida

**STATE OF FLORIDA
COUNTY OF MIAMI-DADE:**

Before the undersigned authority personally appeared OCTELMA V. FERBEYRE, who on oath says that he or she is the VICE PRESIDENT, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

**KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT -
FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE**

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

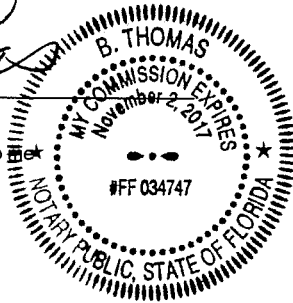
09/26/2016

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this
26 day of SEPTEMBER, A.D. 2016

(SEAL)

OCTELMA V. FERBEYRE personally known to



**KEYS COVE II COMMUNITY DEVELOPMENT
DISTRICT
FISCAL YEAR 2016/2017 REGULAR
MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the **Keys Cove II Community Development District** will hold Regular Meetings in the Crexent Business Center 3rd Floor Conference Room located at 6625 Miami Lakes Drive, 3rd Floor, Miami Lakes, Florida 33014 at 11:00 a.m. on the following dates:

- October 12, 2016
- November 9, 2016
- December 14, 2016
- January 11, 2017
- February 8, 2017
- March 8, 2017
- April 12, 2017
- May 10, 2017
- June 14, 2017
- July 12, 2017
- September 13, 2017

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that the Supervisors 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 insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT

www.keyscove2cdd.org
9/26

16-79/0000154703M

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 11, 2016

A. CALL TO ORDER

District Manager Neil Kalin called the May 11, 2016, Regular Board Meeting of the Keys Cove II Community Development District to order at 11:06 a.m. in the 3rd Floor Conference Room of the Crexent Business Center, 6625 Miami Lakes Drive, Miami Lakes, Florida 33014.

B. PROOF OF PUBLICATION

Mr. Kalin presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on April 22, 2016, and April 29, 2016, as legally required.

C. ESTABLISH A QUORUM

Mr. Kalin determined that the attendance of Chairman Christopher MacConnell and Supervisors Alfredo Pimentel and Markivia Beaubrun constituted a quorum and it was in order to proceed with the meeting

Staff in attendance: District Managers Neil Kalin & Armando Silva of Special District Services, Inc.; and General Counsel Gerald Knight of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was Eddison Knights of Miami, Florida.

D. CONSIDER APPOINTMENT TO FILL VACANCY

Mr. Kalin indicated that there was currently a vacancy in Seats #2 (2-year term) & #5 (4-year term) and asked if there were any interested persons who would like to serve on the Board of Supervisors of the Keys Cove II Community Development District (the "District"). Mr. Eddison Knights, a resident and registered voter residing in the District, stated that he was interested in serving on the Board. A discussion ensued after which:

A **motion** was made by Mr. Pimentel, seconded by Mr. MacConnell and unanimously passed to *appoint* Eddison Knights to serve the remainder of the unexpired 4-year term of office in Seat #5; and this term of office will expire in November 2018.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to Mr. Knights and reminded him of his duties and responsibilities as a Board Member with emphasis on the Sunshine Law, Financial Disclosure (**2015 Form 1** must be completed and mailed to the Supervisor of Elections in the County of residency within thirty {30} days of appointment) and the Code of Ethics for Public Officials.

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 11, 2016

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

Please see actions taken above.

F. ELECTION OF OFFICERS

Mr. Kalin stated that as a result of the recent change to the Board of Supervisors it would be in order to re-elect officers. The following names were provided for election:

- Chairperson – Christopher MacConnell
- Vice Chairperson – Alfredo Pimentel
- Secretary/Treasurer – Neil Kalin
- Assistant Secretaries – Markivia Beaubrun, Eddison Knights and Gloria Perez

A discussion ensued after which:

A **motion** was made by Mr. Pimentel, seconded by Mr. Knights and unanimously passed to *elect* the officers of the Keys Cove II Community Development District Board of Supervisors, 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. March 9, 2016, Regular Board Meeting

Mr. Kalin presented the minutes of the March 9, 2016, Regular Board Meeting and asked if there were any changes. There being no changes, a **motion** was made by Mr. MacConnell, seconded by Ms. Beaubrun and unanimously passed to approve the minutes of the March 9, 2016, Regular Board Meeting, as presented.

Note: At approximately 11:14 a.m., Mr. Kalin recessed the Regular Meeting and simultaneously opened the Public Hearing session to receive comments on the Fiscal Year 2016/2017 Budget.

J. PUBLIC HEARING

1. Proof of Publication

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 11, 2016

Mr. Kalin presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on April 22, 2016, and April 29, 2016, as legally required.

2. Receive Public Comment on Fiscal Year 2016/2017 Final Budget and Assessments

Mr. Kalin opened the public comment portion of the Public Hearing to receive comments on the fiscal year 2016/2017 final budget and non-ad valorem special assessments. There being no public in attendance, Mr. Kalin closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2016-03 – Adopting a Fiscal Year 2016/2017 Final Budget

Mr. Kalin presented Resolution No. 2016-03, entitled:

RESOLUTION NO. 2016-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
APPROVING AND ADOPTING A FISCAL YEAR 2016/2017
FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL
ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Kalin read the title of the resolution into the record and stated that it provides for approving and adopting the fiscal year 2016/2017 final budget and non-ad valorem special assessment tax roll. For viewing purposes, a copy of the tax roll was provided at the meeting. Furthermore, Mr. Kalin stated that the debt service payment on the Series 2005 Bonds, which was due May 1, 2016, had been paid in full and on time to the District's Trustee. A discussion ensued after which:

A **motion** was made by Mr. Pimentel, seconded by Mr. Knights and unanimously passed to approve and adopt Resolution No. 2016-03, as presented, thereby setting the fiscal year 2016/2017 final budget and non-ad valorem special assessment tax roll.

Note: At approximately 11:21 a.m., Mr. Kalin closed the Public Hearing and simultaneously reconvened the Regular Meeting.

K. OLD BUSINESS

1. Update on Status of License Agreement (Security Facilities)

Mr. Kalin stated that the draft License Agreement between the District and the Developer in order for the District to utilize security facilities (owned by the Developer) for providing

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 11, 2016

community entrance security services to the District is close to completion. The latest version of the License Agreement has been sent via email to Ms. Tessa Mencia of the Fifteen Group, LLC for her review. Once the License Agreement has received the final approval by District Counsel, Developer's Counsel and the District Manager, it will be executed.

2. Staff Report, as Required

There was no Staff Report at this time.

L. NEW BUSINESS

1. Consider Resolution No. 2016-04 – Adopting a Fiscal Year 2016/2017 Meeting Schedule

Mr. Kalin presented Resolution No. 2016-04, entitled:

RESOLUTION NO. 2016-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2016/2017 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Kalin provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Ms. Beaubrun, seconded by Mr. Pimentel and unanimously passed to approve and adopt Resolution No. 2016-04, as presented, thereby setting the fiscal year 2016/2017 regular meeting schedule and authorizes the publication of the annual meeting schedule as required by law.

2. Discussion Regarding Agreement for Professional Surveying Services and Ratify Staff Actions

Mr. Kalin indicated due to the urgency and necessity for surveying services to be performed in order to address the vehicular traffic concerns and lane width on the north entrance street/roadway off South Canal Drive and SE 24th Road, the District Manager, on behalf of the Board of Supervisors, has engaged Ford, Armenteros & Fernandez, Inc. to provide professional surveying services ("As-Built" drawings) on the aforementioned area for a cost of \$4,000, plus incidentals, not to exceed \$100.00. Furthermore, Mr. Kalin informed the Board that there are available funds in the fiscal year 2015/2016 budget to cover the cost of the surveying services. Mr. Kalin recommended that the Board ratify the actions of Staff and approve the Agreement for Professional Surveying Services provided by Ford, Armenteros & Fernandez, Inc. A discussion ensued after which:

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 11, 2016

A **motion** was made by Mr. Pimentel, seconded by Mr. MacConnell and unanimously passed to ratify Staff actions and the Agreement for Professional Surveying Services between Ford, Armenteros & Fernandez, Inc. and Special District Services, Inc. (*Manager of the Keys Cove II Community Development District*) dated April 22, 2016, for a fixed amount of \$4,000, plus incidental costs (printing, delivery fees and etc.) not to exceed \$100.00.

3. Discussion and Consider Approval of the Traffic Evaluation Proposal – Traf Tech Engineering, Inc.

Mr. Kalin presented a traffic evaluation proposal dated April 7, 2016, provided by Traf Tech Engineering, Inc. (the “Proposal”) and stated that the purpose of the Proposal was to provide a report on the vehicular stacking study that would be conducted on the northern and southern entrances to the District. The report will address the following stacking scenarios:

- a) All vehicles will enter and exit the District via one main entrance (north entrance). South entrance will remain closed.
- b) Visitors will enter the District via the north entrance only and residents can either use the north or south entrance.

Mr. MacConnell stated that there is a possibility, due to private ownership, that the southern entrance, now blocked off by a chain link fence, will not be opened. The Developer will continue to communicate with the Keys Gate Community Association (“Master Association”) to negotiate the use of Towne Centre Boulevard as an entry/exit for District residents. A discussion ensued after which:

A **motion** was made by Mr. Pimentel, seconded by Mr. MacConnell and unanimously passed to approve the Traffic Evaluation Proposal (the “Proposal”) prepared by Traf Tech Engineering, Inc. (the “Consultant”), subject to the District Manager negotiating on behalf of the District with the Consultant a fee for providing a stacking analysis for only Task 2 Item 1) of the Proposal; and in the event the Developer is successful in obtaining ingress and egress to and from Towne Centre Boulevard for District residents, then Task 2) Item 2) will be performed; and both Tasks will be subject to a fee not to exceed \$4,000.

M. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Statement of Financial Interests – 2015 Form 1 – Filing Deadline: July 1, 2016

The Board was reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2015 Statement of Financial Interests Form 1. The **2015 Form 1** is expected to be mailed around the third week in May and the deadline for submittal is July 1, 2016.

KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
MAY 11, 2016

2. Staff Report, as Required

There was no Staff Report at this time

N. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Kalin indicated that unless an emergency were to arise the Board would not need to meet until September or October.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. MacConnell, seconded by Mr. Pimentel and unanimously passed to adjourn the Regular Board Meeting at 12:01 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2016-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2015/2016 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Keys Cove II Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2015/2016 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and BECOMES EFFECTIVE this 9th day of November, 2016.

ATTEST:

**KEYS COVE II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Cove II
Community Development District

**Amended Final Budget For
Fiscal Year 2015/2016
October 1, 2015 - September 30, 2016**

CONTENTS

- I AMENDED FINAL OPERATING FUND BUDGET**
- II AMENDED FINAL DEBT SERVICE FUND BUDGET**

AMENDED FINAL BUDGET
KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2015/2016
OCTOBER 1, 2015 - SEPTEMBER 30, 2016

	FISCAL YEAR 2015/2016 BUDGET 10/1/15 - 9/30/16	AMENDED FINAL BUDGET 10/1/15 - 9/30/16	YEAR TO DATE ACTUAL 10/1/15 - 9/29/16
REVENUES			
Administrative Assessments	46,941	48,406	48,406
Maintenance Assessments	410,851	411,887	411,887
Debt Assessments	487,846	469,114	469,114
Other Revenues	0	0	0
Interest Income	540	1,387	1,387
Total Revenues	\$ 946,178	\$ 930,794	\$ 930,794
ADMINISTRATIVE EXPENDITURES			
Management	30,060	30,060	30,060
Secretarial	4,800	4,800	4,800
Legal	8,000	9,000	8,017
Assessment Roll	10,000	10,000	10,000
Audit Fees	3,300	3,300	3,300
Arbitrage Rebate Fee	650	650	650
Insurance	6,700	5,923	5,923
Legal Advertisements	900	750	464
Miscellaneous	750	700	532
Postage	450	210	194
Office Supplies	650	700	667
Dues & Subscriptions	175	175	175
Trustee Fees	4,350	4,213	4,213
Continuing Disclosure Fee	500	300	300
Website Management	1,500	1,500	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 72,785	\$ 72,281	\$ 70,795
MAINTENANCE EXPENDITURES			
Engineering/Inspections/Structure Cleaning	3,600	7,500	7,458
Lawn & Landscape Maintenance (Includes Mulch)	144,600	164,750	163,691
Pest Control/Fertilization	10,800	7,500	6,639
Irrigation Maintenance & Upkeep	14,000	14,250	13,384
Street Repair/Signage Replacement	2,100	750	681
Guard House & Guard Gates	132,000	124,000	121,423
Electric - Street Lights/Irrigation Pumps/Guard House	62,500	44,000	43,799
Street Light Repairs/Maintenance	10,000	21,000	20,329
Miscellaneous Maintenance	3,600	750	0
Maintenance Contingency	3,000	750	0
Capital Outlay	0	0	0
TOTAL MAINTENANCE EXPENDITURES	\$ 386,200	\$ 385,250	\$ 377,404
TOTAL EXPENDITURES	\$ 458,985	\$ 457,531	\$ 448,199
EXCESS/ (SHORTFALL)	\$ 487,193	\$ 473,263	\$ 482,595
Bond Payments	(458,575)	(447,273)	(447,273)
Balance	\$ 28,618	\$ 25,990	\$ 35,322
County Appraiser & Tax Collector Fee	(18,912)	(8,945)	(8,945)
Discounts For Early Payments	(37,826)	(34,826)	(34,826)
Excess/ (Shortfall)	\$ (28,120)	\$ (17,781)	\$ (8,449)
Carryover From Prior Year	28,120	28,120	0
Net Excess/ (Shortfall)	\$ -	\$ 10,339	\$ (8,449)

FUND BALANCE AS OF 9/30/15	
FY 2015/2016 ACTIVITY	
CAPITAL FUNDS BALANCE AS OF 9/30/16	
FUND BALANCE AS OF 9/30/16	

\$532,848
(\$17,781)
\$26,018
\$489,049

Notes

Carryover From Prior Year Of \$28,120 was used to reduce Fiscal Year 2015/2016 Assessments.
\$72,150 Of Fund Balance To Be Used To Reduce 2016/2017 Assessments.

AMENDED FINAL BUDGET
KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2015/2016
OCTOBER 1, 2015 - SEPTEMBER 30, 2016

	FISCAL YEAR 2015/2016 BUDGET 10/1/15 - 9/30/16	AMENDED FINAL BUDGET 10/1/15 - 9/30/16	YEAR TO DATE ACTUAL 10/1/15 - 9/29/16
REVENUES			
Interest Income	250	470	470
NAV Tax Collection	458,575	447,273	447,273
Prepaid Bond Collection	0	27,789	27,789
Total Revenues	\$ 458,825	\$ 475,532	\$ 475,532
EXPENDITURES			
Principal Payments	150,000	150,000	150,000
Interest Payments	308,825	306,350	306,350
Extraordinary Principal Payments	0	235,000	235,000
Total Expenditures	\$ 458,825	\$ 691,350	\$ 691,350
EXCESS/ (SHORTFALL)	\$ -	\$ (215,818)	\$ (215,818)

FUND BALANCE AS OF 9/30/15	\$718,414
FY 2015/2016 ACTIVITY	(\$215,818)
FUND BALANCE AS OF 9/30/16	\$502,596

Note*: Reserve Fund Balance = \$231,000. Revenue Fund Balance = \$238,382.

Prepayment Fund Balance = \$33,214.

Revenue Fund Balance To Be Used To Make 11/1/2016 Interest Payment Of \$145,888.

Prepayment Fund Balance To Be Used To Make 11/1/2016 Extraordinary Principal Payment.

* Approximate Amounts

Series 2005 Bond Information

Original Par Amount =	\$11,745,000	Annual Principal Payments Due =
Interest Rate =	5.50%	May 1st
Issue Date =	November 2005	Annual Interest Payments Due =
Maturity Date =	May 2036	May 1st & November 1st

Outstanding Principal Balance As Of 9-30-16 : \$5,305,000

RESOLUTION NO. 2016-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES VIA ELECTRONIC APPROVAL PROCESSES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Keys Cove II Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Tricia Lascasas, Peter Pimentel, Neil Kalin and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

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

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signature of two (2) of the six (6) signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 9th day of November, 2016.

ATTEST:

**KEYS COVE II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson