



**KEYS COVE II  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
APRIL 10, 2019  
11:00 A.M.**

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

[www.keyscove2cdd.org](http://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  
3<sup>rd</sup> Floor Conference Room  
Miami Lakes, Florida 33014  
**REGULAR BOARD MEETING**  
April 10, 2019  
11:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Resignation(s) and Appointment(s) to Fill Vacant Seat(s)
- E. Administer Oath of Office and Review New Board Member Duties and Responsibilities
- F. Election of Officers
  - Chairperson
  - Vice Chairperson
  - Secretary/Treasurer
  - Assistant Secretary
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. March 13, 2019 Regular Board Meeting.....Page 2
- J. Old Business
  - 1. Staff Report as Required
- K. New Business
  - 1. Staff Report: As Required
- L. Administrative & Operational Matters
  - 1. Staff Report as Required
- M. Board Member & Staff Closing Comments
- N. 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 CHRISTINA RAVIX, who on oath says that he or she is the LEGAL CLERK, 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 2018/2019 REGULAR MEETING SCHEDULE

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

09/28/2018

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.

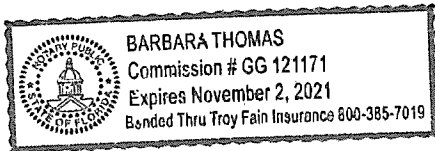
*C. Ravix*

Sworn to and subscribed before me this  
28 day of SEPTEMBER, A.D. 2018

*Barbara Thomas*

(SEAL)

CHRISTINA RAVIX personally known to me



## KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

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

October 10, 2018  
November 14, 2018  
December 12, 2018  
February 13, 2019  
March 13, 2019  
April 10, 2019  
May 8, 2019  
June 12, 2019  
August 14, 2019  
September 11, 2019

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 305-777-0761 and/or toll free at 1-877-737-4822, 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 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 1-877-737-4822 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 COVE II COMMUNITY DEVELOPMENT DISTRICT

[www.keyscove2dcd.org](http://www.keyscove2dcd.org)

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18-91/0000349857M

**KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
MARCH 13, 2019**

**A. CALL TO ORDER**

District Manager Neil Kalin called the March 13, 2019, Regular Board Meeting of the Keys Cove II Community Development District to order at 11:06 a.m. in the 3<sup>rd</sup> 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 September 28, 2018, as part of the District's Fiscal Year 2018/2019 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Kalin determined that the attendance of Chairperson Christopher MacConnell and Supervisors Guillermo Riusech and Ryan Cahill constituted a quorum and it was in order to proceed with the meeting.

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

Also attending were: Ric Valdes and Ernesto Cuesta of Affinity Property Management.

**D. CONSIDER RESIGNATION AND APPOINTMENT TO FILL VACANCY**

Mr. Kalin stated that he was in possession of a resignation letter from Ms. De La Sierra, effective February 15, 2019, and it would be in order to consider her resignation. A discussion ensued after which;

A **motion** was made by Mr. MacConnell, seconded by Mr. Riusech and passed unanimously to accept the resignation of Marianne De La Sierra (Seat #1), effective February 15, 2019.

There being no interested persons to serve on the District's Board, Mr. Kalin stated that there was now a vacancy in Seat #1, a 4-year term of office which expires in November 2020.

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

Mr. Kalin explained on October 10, 2018, due to the lack of qualified candidates/electors for election to the District's Board on November 6, 2018, the Board declared vacancies in Seats 3, 4 and 5, and said vacancies were to be filled within ninety (90) days from the date of November 20, 2018. Consequently, Mr. Kalin stated that it would be in order to appoint interested persons to serve in 4-year terms of office in Seats 3, 4 and 5. There being no one interested in serving in Seat #3, holdover Board Member MacConnell would continue to serve in Seat #3.

Mr. Guillermo, currently serving in Seat #4, expressed an interest in continuing to serve on the District's Board. A discussion ensued after which;

A **motion** was made by Mr. MacConnell, seconded by Mr. Cahill and passed unanimously to *appoint* Mr. Guillermo Riusech to the unexpired 4-year term of office in Seat #4 and said term of office will expire in November 2022.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to *Mr. Guillermo Riusech* and reminded him of his responsibilities and duties as a Board Member/Elected Official, with emphasis on Government in the Sunshine, Financial Disclosure requirements and Public Records Law.

Mr. Cahill, currently serving in Seat #5, also expressed an interest in continuing to serve on the District's Board. A discussion ensued after which;

A **motion** was made by Mr. Riusech, seconded by Mr. MacConnell and passed unanimously to appoint *Mr. Ryan Cahill* to the unexpired 4-year term of office in Seat #5 and said term of office will expire in November 2022.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to *Mr. Ryan Cahill* and reminded him of his responsibilities and duties as a Board Member/Elected Official with emphasis on Government in the Sunshine, Financial Disclosure requirements and Public Records Law.

## **F. ELECTION OF OFFICERS**

Mr. Kalin stated that due to the recent changes/updates to the District's Board it would be in order to re-elect the officers. A discussion ensued after which the following slate of officers was presented for election:

- Chairperson – Christopher MacConnell
- Vice Chairperson – Guillermo Riusech
- Secretary/Treasurer – Neil Kalin
- Assistant Secretaries – Ryan Cahill, Clarissa Delgado, Armando Silva and Gloria Perez. A discussion ensued after which;

A **motion** was made by Mr. Riusech, seconded by Mr. MacConnell unanimously passed to *elect* the District's slate of officers, as stated 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. October 10, 2018, Regular Board Meeting**

Mr. Kalin presented the minutes of the October 10, 2018, Regular Board Meeting and asked if there were any changes. There being no changes, a **motion** was made by Mr. MacConnell, seconded by Mr. Cahill and unanimously passed approving the minutes of the October 10, 2018, Regular Board Meeting, *as presented*.

**J. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**K. NEW BUSINESS**

**1. Consider Resolution No. 2019-01 – Adopting a Fiscal Year 2017/2018 Amended Budget**

Mr. Kalin presented Resolution No. 2019-01, entitled:

**RESOLUTION NO. 2019-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM ASSESSMENTS FOR FISCAL YEAR 2019/2020; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Kalin read the title of the resolution into the record and explained that the proposed fiscal year 2019/2020 budget had been balanced with a “0” carryover from the projected fund balance as of September 30, 2019. Mr. Kalin advised that since the overall proposed assessments were not increasing in the fiscal year 2019/2020, letters to the residents *would not be required*. Furthermore, Mr. Kalin stated as part of Resolution No. 2019-01 the Board must set a date for the public hearing to adopt the fiscal year 2019/2020 final budget and assessment roll. A discussion ensued after which;

A **motion** was made by Mr. MacConnell, seconded by Mr. Cahill and unanimously passed to approving Resolution No. 2019-01, *as presented*; setting the public hearing to adopt the fiscal year 2019/2020 final budget and assessment roll for June 12, 2019, at 11:00 a.m. in the Crexent Business Center 3<sup>rd</sup> Floor Conference Room located at 6625 Miami Lakes Drive, Miami Lakes, Florida 33014; and further authorizes publication of the notice of the budget public hearing, as required by law.

**2. Discussion Regarding Entrance Guardhouse and Security Facilities License Agreement**

Mr. Kalin stated that this item had been around since 2016 and was previously approved by the Board; however, the community associations, required to execute the Agreement had changed. As soon as the new HOA entities have executed the Agreement, the District officers will then execute and the Agreement will be filed. No further action was required at this time.

**3. Staff Report, as Required**

There was no Staff Report at this time.

**L. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**M. BOARD MEMBER & STAFF CLOSING COMMENTS**

Mr. Kalin stated, unless an emergency were to arise, the District/Board would not need to meet until the scheduled meeting in June.

**N. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. MacConnell, seconded by Mr. Cahill and unanimously passed to adjourn the Regular Board Meeting at 11:47 a.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson