



**KEYS COVE II
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MAY 10, 2023
12:00 P.M.**

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

www.keyscove2cdd.org
786.303.3661 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
Palm Breeze Clubhouse
1427 SE 24th Place
Homestead, Florida 33035
REGULAR BOARD MEETING
May 10, 2023
12:00 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. February 28, 2022 Special Board Meeting.....Page 2
- G. Old Business
 - 1. Maverick Security Update – Vehicle Decal Registration
 - 2. Update Regarding Playground
- H. New Business
 - 1. Discussion Regarding Security Concerns and Potential Rover Security Services.....Page 7
- I. Administrative & Operational Matters
- J. Board Member & Staff Closing Comments
- K. Adjourn

MIAMI-DADE

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared MARIA MESA, 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 2022/2023 - REGULAR MEETING SCHEDULE

in the XXXX Court,
was published in said newspaper by print in the issues of
and/or by publication on the newspaper's website, if
authorized, on

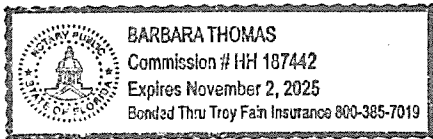
09/30/2022

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

Sworn to and subscribed before me this
30 day of SEPTEMBER, A.D. 2022

Barbara Thomas

(SEAL)
MARIA MESA personally known to me



**KEYS COVE II COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
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 Palm Breeze Clubhouse located at 1427 SE 24th Place, Homestead, Florida 33035 at 12:00 p.m. on the following dates:

- October 12, 2022
- November 9, 2022
- March 8, 2023
- April 12, 2023
- May 10, 2023
- June 14, 2023
- September 13, 2023

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 786-313-3661 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 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 786-313-3661 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 COVE II COMMUNITY DEVELOPMENT DISTRICT

www.keyscove2cdd.org

9/30

22-16/0000621730M

**KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
SPECIAL BOARD MEETING
FEBRUARY 28, 2023**

A. CALL TO ORDER

District Manager Armando Silva called the February 28, 2023, Regular Board Meeting of the Keys Cove II Community Development District (the “District”) to order at 12:05 p.m. in the Palm Breeze Clubhouse located at 1427 SE 24th Place, Homestead, Florida 33035.

B. PROOF OF PUBLICATION

Mr. Silva presented proof of publication that notice of the Special Board Meeting had been published in the *Miami Daily Business Review* on February 17, 2023, *as legally required*.

C. GENERAL ELECTION PROTOCOL – DECLARE VACANCIES AND CONSIDER APPOINTMENT

Mr. Silva advised that the 4-year terms of office for Seat 3 (currently held by Ms. Cynthia Portillo), Seat 4 (currently VACANT) and Seat 5 (currently held by Ms. Ferreiro) expired in November 2022. He further explained that no elector qualified for the aforementioned seats to be filled in the General Election. Pursuant to Section 190.006(3)(b), Florida Statutes, the District is required to declare the seats to be filled by the election to which no qualified elector has qualified as vacant and to appoint a qualified elector to fill each such vacancy within ninety (90) days of the second Tuesday following the General Election. Until such appointment, the incumbent board member in such seat shall remain in office.

A **motion** was made by Ms. Fogelstrom, seconded by Mr. Ferreiro and unanimously passed to declare Seat 3, Seat 4 and Seat 5 as vacant effective November 22, 2022 and further authorizing incumbent board members in these seats to remain in office until the appointment of a qualified elector to such seats.

Mr. Silva stated that there is now a vacancy on the District’s Board of Supervisors (Seat #3) and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. A discussion ensued after which;

A **motion** was made by Ms. Fogelstrom, seconded by Ms. Ferreiro and unanimously passed appointing Cynthia Portillo to fill the vacancy of the unexpired 4-year term of office in Seat #3, which term of office shall expire in November 2026.

Mr. Silva stated that there is now a vacancy on the District’s Board of Supervisors (Seat #4) and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. A discussion ensued after which;

A **motion** was made by Ms. Fogelstrom, seconded by Ms. Ferreiro and unanimously passed appointing Caridad Vargas to fill the vacancy of the unexpired 4-year term of office in Seat #4, which term of office shall expire in November 2026.

Mr. Silva stated that there is now a vacancy on the District’s Board of Supervisors (Seat #5) and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. A discussion ensued after which;

A **motion** was made by Ms. Fogelstrom, seconded by Ms. Portillo and unanimously passed appointing Janine Ferreiro to fill the vacancy of the unexpired 4-year term of office in Seat #35, which term of office shall expire in November 2026.

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

Mr. Silva, Notary Public of the State of Florida, administered the Oath of Office to Cynthia Portillo, Caridad Vargas and Janine Ferreiro. In addition, Mr. Silva advised them of their duties and responsibilities as a Board Members with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2022 Form 1 must be completed and mailed to the Supervisor of Elections' Office in the County of residency within thirty {30} days of appointment; and the Code of Ethics for Public Officials.

E. ESTABLISH A QUORUM

Mr. Silva determined that the attendance of Chairperson Melony Fogelstrom, Vice Chairperson Janine Ferreiro and Supervisors Cynthia Portillo and Allen Llodra (via conference call) constituted a quorum.

Staff in attendance: District Manager Armando Silva of Special District Services, Inc.; and General Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Others in attendance: Jose Fabregas (Property Keepers Management)

F. ADDITIONS OR DELETIONS TO THE AGENDA

There are no additions or deletions to the agenda.

G. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

H. APPROVAL OF MINUTES

1. December 14, 2022, Special Board Meeting

Mr. Silva presented the minutes of the December 14, 2022, Special Board Meeting and asked if there were any changes. A **motion** was made by Ms. Fogelstrom, seconded by Ms. Ferreiro and unanimously passed to approve the minutes of the December 14, 2022, Special Board Meeting, *as presented*.

I. OLD BUSINESS

1. Maverick Security Update – Vehicle Decal Registration

Mr. Silva informed the Board members that the District had provided the Property Managers with a deadline of March 15th for the registration of vehicle decals into the SOS System. The goal is to have as many vehicles/residents registered into the system as possible to allow security the ability to contact residents regarding incoming guests. The current SOS System does not have residents connected with any addresses so it is impossible for security to contact the residents.

2. Update Regarding Playground

Mr. Silva advised that the permitting process had commenced and that they are still waiting on the approval from the City of Homestead.

J. NEW BUSINESS

1. Consider Resolution No. 2023-01– Adopting the Fiscal Year 2023/2024 Proposed Budget

Mr. Silva presented Resolution No. 2023-01, entitled:

RESOLUTION NO. 2023-01

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 2023/2024; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva read the title of the resolution into the record and provided an explanation for the document. Mr. Silva advised that since the overall proposed assessments were not increasing in the fiscal year 2023/2024, letters to the residents would not be required. Furthermore, Mr. Silva stated as part of Resolution No. 2022-01, the Board must set a date for the public hearing to adopt the fiscal year 2023/2024 final budget and assessment roll. A discussion ensued after which:

A **motion** was made by Ms. Ferreiro, seconded by Ms. Portillo and unanimously passed to approve and adopt Resolution No. 2022-02, *as amended*, increasing the porter services line item to \$45,000; and thus setting the public hearing to adopt the fiscal year 2023/2024 final budget and assessments for June 14, 2023, at 12:00 p.m. in the Palm Breeze Clubhouse located at 1427 SE 24th Road, Homestead, Florida 33035; and further authorizes publication/notice of the budget public hearing, as required by law.

2. CONSIDER RESOLUTION NO. 2023-02 – ELECTION OF OFFICERS

Mr. Silva presented Resolution No. 2023-02, entitled:

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) ELECTING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Silva stated that as a result of the recent changes to the District Board it would be in order to re-elect officers. The following slate of names was provided for election:

- Chairperson – Melony Fogelstrom
- Vice Chairperson – Janine Ferriero
- Secretary/Treasurer – Armando Silva
- Assistant Secretaries – Caridad Vargas, Cynthia Portillo, Alan Llodra, Nancy Nguyen and Gloria Perez

A discussion ensued after which:

A **motion** was made by Ms. Fogelstrom, seconded by Ms. Portillo and unanimously passed to approve and adopt Resolution No. 2023-02, *electing* the officers as listed and stated above.

3. Discussion Regarding Adding Seasonal Flowers

Mr. Silva stated that he is currently obtaining quotes for the installation of seasonal flowers to the end caps of the medians along SE 24th Road and that they should be installed within the next few weeks.

4. Discussion Regarding Potential Installation of Lake Fountain

Mr. Silva stated that the lake within the District is owned and maintained by the Keys Gate Master Association. For the District to be able to install a fountain on the lakes, they would have to enter into a License Agreement and Maintenance Agreement with the Keys Gate Master Association and hope that they allow the District to install the fountain. Mr. Silva also stated that each lake fountain would cost about \$15,000-\$20,000 to install (not including lighting upgrades). Mr. Silva will discuss with the Keys Gate Master Association to see what they think about the idea.

5. Consider Adjustment to District Engineer Fee Structure

Mr. Silva presented a letter from Alvarez Engineers, the District Engineer, respectfully requesting the Board's consideration in updating the engineering hourly billing rates for engineering personnel. Mr. Silva informed the Board that the existing billing rates have been in effect since 2015 and that the proposed increases amount to approximately 10%. Mr. Silva also confirmed that the District's budget includes sufficient funds for the budget line, and that the increase in billing rates will not affect the District's budget. As per Alvarez Engineers, the billing rates will be reviewed again after a period of five (5) years. A discussion ensued, after which:

A motion was made Ms. Portillo, seconded by Ms. Ferreiro and unanimously passed, accepting the updated billing rates proposed by Alvarez Engineers.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

There were no Administrative or Operational Matters to discuss at this time.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member or Staff closing comments.

L. ADJOURNMENT

There being no further business to conduct, a **motion** was made by Ms. Portillo, seconded by Ms. Fogelstrom and passed unanimously adjourning the Special Board Meeting at 1:15 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

From: Daniel Lazoff [mailto:daniel.lazoff@imcequitygroup.com]
Sent: Wednesday, April 19, 2023 8:51 AM
To: Armando Silva <asilva@sdsinc.org>
Cc: Jessica Feliciano <seascapepm@imcequitygroup.com>
Subject: Security Issue - Seascape Pointe

Armando,

We are facing serious security issues at Seascape Pointe. Unfortunately, the security we have in place now that is shared with the entire Keys Gate Association is not sufficient to ensure safety. We have multiple reports of drug sales, formation of gangs, teenagers beating up people at the property, and property damage at the hands of these proclaimed "gangs" that are causing havoc at the property at night, including jumping on cars. The Keys Gate security guard that goes around in a rover is only seen at Seascape Pointe about 2-3 times between 8am-5pm. We do not know how often the guard is present at night when the security issues are taking place, but assuming it is at the same rate as during the day, a car driving by the property 2-3 times per night is absolutely not enough for Seascape Pointe. It is my understanding that the Towns of Seascape face similar issues and also want increased security.

I believe the only solution is for the CDD to have its dedicated security guard that only patrols the CDD so there is a more consistent security presence. Please let me know if we can do this, and in turn eliminate the security offered by the Keys Gate Association.



Daniel Lazoff
696 NE 125th St
North Miami, Florida 33161
Direct (Cell): 787-308-3817