



**KEYS COVE II
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 13, 2024
12:00 P.M.**

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

www.keyscove2cdd.org
786.303.3661 Telephone
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AGENDA
KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
Palm Breeze Clubhouse
1427 SE 24th Place
Homestead, Florida 33035
REGULAR BOARD MEETING
March 13, 2024
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 5, 2024 Special Board Meeting.....Page 2
- G. Old Business
 - 1. Maverick Security – Decal Registration Update
 - 2. Update Regarding Playground Installation Project
 - 3. Discussion Regarding Lake Fountain
- H. New Business
 - 1. Consider Resolution No. 2024-02 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 5
 - 2. Discussion Regarding Required Ethics Training.....Page 12
- I. Administrative & Operational Matters
 - 1. Discussion Regarding General Election Qualifying Period (Seat #1 & #2): **Noon, Monday, June 10, 2024 through Noon, Friday, June 14, 2024**
- J. Board Member & Staff Closing Comments
- K. 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 II 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

09/29/2023

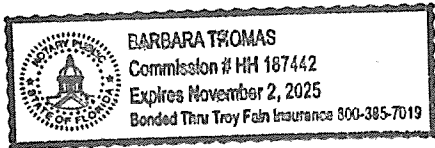
Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Guillermo Garcia

Sworn to and subscribed before me this
29 day of SEPTEMBER, A.D. 2023

Barbara Thomas

(SEAL)
GUILLERMO GARCIA personally known to me



**KEYS COVE II COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
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 Leasing Office located at 2439 SE 14 Street, Homestead, Florida 33035, Homestead, Florida 33035 at **12:00 p.m.** on the following dates:

- October 11, 2023
- November 8, 2023
- March 13, 2024
- April 10, 2024
- May 8, 2024
- June 12, 2024
- September 11, 2024

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
9/29

23-43/0000685952M

**KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
SPECIAL BOARD MEETING
FEBRUARY 5, 2024**

A. CALL TO ORDER

The February 5, 2024, Special Board Meeting of the Keys Cove II Community Development District (the “District”) was called 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

Proof of publication was presented that notice of the Special Board Meeting had been published in the *Miami Herald* on January 26, 2024, *as legally required*.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairperson Melony Fogelstrom, Vice Chairperson Janine Ferreiro and Supervisors Cynthia Portillo (via phone) and Caridad Vargas 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: Grant Johnson, Miami, FL.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions from 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 11, 2023, Regular Board Meeting

The minutes of the October 11, 2023, Regular Board Meeting were presented for consideration.

A **motion** was made by Ms. Ferreiro, seconded by Ms. Vargas and passed unanimously approving the minutes of the October 11, 2023, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Maverick Security and Decal Registration Update

• **Decal Registration Update**

There is still no decal information that has been input into the SOS System for the properties managed by Property Keepers or Weller Management. Maverick Security was hired by Property Keepers to assist with registering the decal information for Property Keepers properties but no information has been provided to

Maverick Security to date. A discussion ensued after which the Board directed the District Manager to look into engaging with a company that could assist with the collection of resident vehicular information and registration of that information into the SOS System. Once the SOS System is up-to-date, then the District could look into the services of a virtual security guard at the entrance of the District.

- **Towing/Parking Enforcement**

Ms. Fogelstrom stated that there have been occasions when she's reached out to Maverick regarding illegally parked vehicles and they have not responded. Mr. Silva stated that he would reach out to Maverick to ask for the most effective for of communication regarding illegally parked vehicles.

2. Update Regarding Playground - Permitting

The permit is was approved a couple of weeks ago and the contractor is planning on commencing the installation of the playground in the beginning of March 2024. More information regarding this topic will be discussed at an upcoming meeting.

3. Discussion Regarding Lake Fountain and License Agreement

Mr. Silva stated that he was informed by Ignacio Mendez of the Keys Gate Master Association that the Easement Agreement regarding the installation of the lake fountain will not be considered by the Keys Gate Board until sometime mid-year. The Keys Gate Board will be going through a transition and the current Keys Gate Board does not want to consider this topic at the moment. Mr. Silva will revisit the topic mid-year.

H. NEW BUSINESS

1. Discussion Regarding Virtual Security Proposals

This topic will be deferred until the SOS System is up-to-date.

2. Discussion Regarding Landscaping Improvements

Ms. Ferreiro stated that there are certain median caps where the plants are dying and she would like to see new plant material installed that could thrive for longer periods of time. Mr. Silva stated that he would communicated with the landscaper and have new plant material installed.

3. Discussion Regarding Trimscape Increase in Annual Fees

Mr. Silva presented the Board with an updated landscaping and irrigation maintenance proposal which now includes all of the extraordinary services that the District requests on an annual basis as part of the service agreement (i.e. mulching, fertilization, royal palm trimming, etc.). A discussion ensued after which;

A **motion** was made by Ms. Fogelstrom, seconded by Ms. Ferreiro and unanimously passed to approve the updated Landscape and Irrigation Maintenance Agreement from Trimscape Landscape Services in the annual amount of \$278,020.00; and thus authorizes District Counsel to draft an amendment to the current Landscape and Irrigation Maintenance Agreement.

4. Consider Resolution No. 2024-01 – Electronic Signature Policy

Mr. Silva presented Resolution No. 2024-01, entitled:

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II 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.

Mr. Silva explained that this resolution provides the District Manager the authority and responsibility for approval of electronic signatures and implementation of control process and procedures to ensure compliance, integrity, and security, in accordance with Chapter 688, Florida Statutes. A discussion ensued, after which:

A **motion** was made Ms. Ferreiro, seconded by Ms. Vargas and unanimously passed to approve and adopt Resolution No. 2024-01, thereby adopting an Electronic Signature Policy.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

There were no Administrative or Operational Matters to come before the Board.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. George reminded the Board that beginning January 1, 2024, elected and appointed officers of independent special districts are required to complete four (4) hours of ethics training annually. Ms. Smoker presented the Required Ethics Training and Financial Disclosure Memorandum (Memorandum) prepared by Mr. George’s firm which lists online training options. He provided an explanation for each of the training options listed and further explained that they should have received a clickable version of the Memorandum via an email from the District Manager. He further explained that the ethics training confirmation is not required when submitting the 2023 Form 1 (which is due on July 1, 2024); however, Board Supervisors are required to complete their 4-hour ethics training before December 31, 2024 to be able to confirm the training requirement confirmation when submitting their 2024 Form 1 (which is due on July 1, 2025).

K. ADJOURNMENT

There being no further business to conduct, a **motion** was made by Ms. Vargas, seconded by Ms. Fogelstrom and passed unanimously adjourning the Regular Board Meeting at 1:22 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2024-02

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 2024/2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Keys Cove II Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2024/2025 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for June 12, 2024 at 12:00 p.m. in the Palm Breeze Clubhouse, 1427 SE 24th Place, Homestead, Florida 33035, for the purpose of receiving public comments on the Proposed Fiscal Year 2024/2025 Budget.

PASSED, ADOPTED and EFFECTIVE this 13th day of March, 2024.

ATTEST:

**KEYS COVE II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Cove II
Community Development District

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

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- IV ASSESSMENT COMPARISON**

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

	FISCAL YEAR 2024/2025 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	68,720
MAINTENANCE ASSESSMENTS	660,410
DEBT ASSESSMENTS	314,530
OTHER REVENUES	0
INTEREST INCOME	1,200
TOTAL REVENUES	\$ 1,044,860
EXPENDITURES	
MAINTENANCE EXPENDITURES	
ENGINEERING/INSPECTIONS	3,000
ANNUAL LANDSCAPE & IRRIGATION MAINTENANCE SERVICES	280,000
LANDSCAPING UPKEEP	35,000
IRRIGATION MAINTENANCE & UPKEEP	25,000
STREET/ROADWAY MAINTENANCE & UPKEEP	15,000
SECURITY SERVICES/ENTRANCE & PARKING ENFORCEMENT	142,000
GUARD HOUSE UTILITIES & GATE MAINTENANCE	20,000
FP&L POWER - STREET LIGHTS/IRRIGATION PUMP STATIONS	40,000
STREET LIGHT MAINTENANCE	18,000
JANITORIAL SERVICES	45,000
HOLIDAY LIGHTING	30,000
PLAYGROUND MAINTENANCE	5,000
MISCELLANEOUS MAINTENANCE	35,000
TOTAL MAINTENANCE EXPENDITURES	\$ 693,000
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	8,000
PAYROLL TAXES (EMPLOYER)	612
MANAGEMENT	37,620
SECRETARIAL & FIELD OPERATIONS	9,000
LEGAL	12,000
ASSESSMENT ROLL	10,000
AUDIT FEES	3,800
ARBITRAGE REBATE FEE	650
INSURANCE	8,500
LEGAL ADVERTISING	2,000
MISCELLANEOUS	1,700
POSTAGE	825
OFFICE SUPPLIES	700
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	4,700
CONTINUING DISCLOSURE FEE	500
WEBSITE MANAGEMENT	2,000
ADMINISTRATIVE CONTINGENCY	1,900
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 104,682
TOTAL EXPENDITURES	\$ 797,682
REVENUES LESS EXPENDITURES	\$ 247,178
BOND PAYMENTS	(295,658)
BALANCE	\$ (48,480)
COUNTY APPRAISER & TAX COLLECTOR FEE	(20,873)
DISCOUNTS FOR EARLY PAYMENTS	(41,747)
EXCESS/ (SHORTFALL)	\$ (111,100)
CARRYOVER FROM PRIOR YEAR	111,100
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
KEYS COVE II 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	103,432	91,792	68,720	Expenditures Less Interest & Carryover (35%)/.94
MAINTENANCE ASSESSMENTS	626,872	637,596	660,410	Expenditures Less Carryover (65%)/.94
DEBT ASSESSMENTS	314,271	314,530	314,530	Bond Payments/.94
OTHER REVENUES	0	0	0	
INTEREST INCOME	27,735	840	1,200	Interest Projected At \$100 Per Month
TOTAL REVENUES	\$ 1,072,310	\$ 1,044,758	\$ 1,044,860	
EXPENDITURES				
MAINTENANCE EXPENDITURES				
ENGINEERING/INSPECTIONS	4,133	3,000	3,000	No Change From 2023/2024 Budget
ANNUAL LANDSCAPE & IRRIGATION MAINTENANCE SERVICES	370,964	210,000	280,000	\$70,000 Increase From 2023/2024 Budget
LANDSCAPING UPKEEP	0	55,000	35,000	\$20,000 Decrease From 2023/2024 Budget
IRRIGATION MAINTENANCE & UPKEEP	37,153	25,000	25,000	No Change From 2023/2024 Budget
STREET/ROADWAY MAINTENANCE & UPKEEP	19,815	15,000	15,000	No Change From 2023/2024 Budget
SECURITY SERVICES/ENTRANCE & PARKING ENFORCEMENT	159,712	147,000	142,000	Security & Parking Merged Into One Line Item
GUARD HOUSE UTILITIES & GATE MAINTENANCE	25,030	20,000	20,000	No Change From 2023/2024 Budget
FP&L POWER - STREET LIGHTS/IRRIGATION PUMP STATIONS	36,787	30,000	40,000	\$10,000 Increase From 2023/2024 Budget
STREET LIGHT MAINTENANCE	0	18,000	18,000	No Change From 2023/2024 Budget
JANITORIAL SERVICES	39,516	45,000	45,000	No Change From 2023/2024 Budget
HOLIDAY LIGHTING	20,340	30,000	30,000	No Change From 2023/2024 Budget
PLAYGROUND MAINTENANCE	0	5,000	5,000	No Change From 2023/2024 Budget
MISCELLANEOUS MAINTENANCE	112,659	35,000	35,000	No Change From 2023/2024 Budget
TOTAL MAINTENANCE EXPENDITURES	\$ 826,109	\$ 638,000	\$ 693,000	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	4,600	8,000	8,000	Supervisor Fees
PAYROLL TAXES (EMPLOYER)	314	612	612	Supervisor Fees * 7.65%
MANAGEMENT	34,308	36,528	37,620	CPI Adjustment
SECRETARIAL & FIELD OPERATIONS	9,000	9,000	9,000	No Change From 2023/2024 Budget
LEGAL	12,115	9,500	12,000	FY 2023/2024 Expenditure Through Jan 24 Was \$4,463
ASSESSMENT ROLL	10,000	10,000	10,000	As Per Contract
AUDIT FEES	3,600	3,700	3,800	\$100 Increase From 2023/2024 Budget
ARBITRAGE REBATE FEE	650	650	650	No Change From 2023/2024 Budget
INSURANCE	8,122	8,500	8,500	FY 2023/2024 Expenditure Was \$8,122
LEGAL ADVERTISING	794	900	2,000	Costs Will Increase Due To Closing Of The Miami Business Review
MISCELLANEOUS	1,909	1,700	1,700	No Change From 2023/2024 Budget
POSTAGE	317	425	825	\$400 Increase From 2023/2024 Budget
OFFICE SUPPLIES	349	775	700	\$75 Decrease From 2023/2024 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2023/2024 Budget
TRUSTEE FEES	4,246	5,000	4,700	\$300 Decrease From 2023/2024 Budget
CONTINUING DISCLOSURE FEE	500	500	500	No Change From 2023/2024 Budget
WEBSITE MANAGEMENT	2,000	2,000	2,000	No Change From 2023/2024 Budget
ADMINISTRATIVE CONTINGENCY	0	1,900	1,900	Administrative Contingency
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 92,999	\$ 99,865	\$ 104,682	
TOTAL EXPENDITURES	\$ 919,108	\$ 737,865	\$ 797,682	
REVENUES LESS EXPENDITURES	\$ 153,202	\$ 306,893	\$ 247,178	
BOND PAYMENTS	(299,163)	(295,658)	(295,658)	2025 Principal & Interest Payments
BALANCE	\$ (145,961)	\$ 11,235	\$ (48,480)	
COUNTY APPRAISER & TAX COLLECTOR FEE	(10,166)	(20,878)	(20,873)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(39,986)	(41,757)	(41,747)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (196,113)	\$ (51,400)	\$ (111,100)	
CARRYOVER FROM PRIOR YEAR	0	51,400	111,100	Carryover Balance From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (196,113)	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
KEYS COVE II 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				
Interest Income	4,040	25	400	Projected Interest For 2024/2025
Prepaid Bond Collection	0	0	0	Prepaid Bond Collection
NAV Tax Collection	299,163	295,658	295,658	Yearly Maximum Debt Assessment
Total Revenues	\$ 303,203	\$ 295,683	\$ 296,058	
EXPENDITURES				
Principal Payments	180,000	187,000	194,000	Principal Payment Due In 2024
Interest Payments	108,531	105,077	98,192	Interest Payments Due In 2024
Bond Redemption	95,000	3,606	3,866	Estimated Excess Debt Collections
Total Expenditures	\$ 383,531	\$ 295,683	\$ 296,058	
Excess/ (Shortfall)	\$ (80,328)	\$ -	\$ -	

Series 2022 Bond Refunding Information

Original Par Amount =	\$3,264,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.63%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	May 2022		
Maturity Date =	May 2036		

Principal Balance As Of 1/1/24 = \$2,989,000

Keys Cove II Community Development District Assessment Comparison

	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Assessment*	Fiscal Year 2024/2025 Projected Assessment*
Administrative For Townhome Condominiums	\$ 98.57	\$ 110.13	\$ 110.13	\$ 74.22
Maintenance For Townhome Condominiums	\$ 685.06	\$ 677.59	\$ 677.59	\$ 713.19
<u>Debt For Townhome Condominiums</u>	<u>\$ 782.66</u>	<u>\$ 690.52</u>	<u>\$ 690.52</u>	<u>\$ 690.52</u>
Total	\$ 1,566.29	\$ 1,478.24	\$ 1,478.24	\$ 1,477.93
Administrative For Executive Townhomes	\$ 98.57	\$ 110.13	\$ 110.13	\$ 74.22
Maintenance For Executive Townhomes	\$ 685.06	\$ 677.59	\$ 677.59	\$ 713.19
<u>Debt For Executive Townhomes</u>	<u>\$ 950.38</u>	<u>\$ 838.49</u>	<u>\$ 838.49</u>	<u>\$ 838.49</u>
Total	\$ 1,734.01	\$ 1,626.21	\$ 1,626.21	\$ 1,625.90

* Assessments Include the Following :

-
- 4% Discount for Early Payments
 - 1% County Tax Collector Fee
 - 1% County Property Appraiser Fee

Community Information:

Townhome Condominiums	520
<u>Executive Townhomes</u>	<u>406</u>
Total Units	926

Townhome Condominiums Information

Total Units	520
<u>Prepayments</u>	<u>328</u>
Billed For Debt	192

Executive Townhomes Information

Total Units	406
<u>Prepayments</u>	<u>189</u>
Billed For Debt	217



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>.