



**KEYS COVE II
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JULY 10, 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
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 & PUBLIC HEARING
July 10, 2024
12:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Consider Board Member Resignation.....Page 2
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
 - 1. March 13, 2024 Regular Board Meeting.....Page 3
- H. Old Business
 - 1. Maverick Security – Decal Registration Update
 - 2. Update Regarding Playground Installation Project
 - 3. Discussion Regarding Lake Fountain
- I. New Business
 - 1. Consider Resolution No. 2024-03 – Resetting Public Hearing Date to Adopt Fiscal Year 2024-2025 Final Budget.....Page 6
 - 2. Consider Resolution No. 2024-04 – Adopting a Fiscal Year 2024/2025 Meeting Schedule.....Page 8
 - 3. Consider Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 10
 - 4. Discussion Regarding Pavers and Asphalt Repairs.....Page 14
 - 5. Discussion Regarding Tree Removal and Installation.....Page 40
- J. Public Hearing
 - 1. Proof of Publication.....Page 41
 - 2. Receive Comments on Fiscal Year 2024/2025 Final Budget
 - 3. Consider Resolution No. 2024-05 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 42
- K. Administrative & Operational Matters
- L. Board Member & Staff Closing Comments
- M. Adjourn

Notice of Public Hearing and Special Board Meeting of the
Keys Cove II Community Development District

The Board of Supervisors (the "Board") of the Keys Cove II Community Development District (the "District") will hold a Public Hearing and Special Board Meeting on July 10, 2024, at 12:00 p.m., or as soon thereafter as can be heard, in the Palm Breeze Clubhouse located at 1427 SE 24th Place, Homestead, Florida 33035.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2024/2025 Proposed Final Budget and Assessment Roll for the District. The purpose of the Special Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. A copy of the Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193, during normal business hours. 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) 313-3661 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 Special 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 II Community Development District

www.keyscove2cdd.org

IPL0179085

Jun 20,27 2024

Date: 5-13-24

Board of Supervisors
Keys Cove II Community Development District
C/o Special District Services, Inc.,
8785 SW 165th Avenue, Suite 200
Miami, Florida 33193

RE: Resignation

Dear Board of Supervisors,

Please be advised that I am resigning my position as Board Member and Officer on the **Keys Cove II Community Development District** Board of Supervisors effective immediately 5/13/, 2024.

Sincerely,


Allen Llodra

**KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 13, 2024**

A. CALL TO ORDER

The March 13, 2024, Regular Board Meeting of the Keys Cove II Community Development District (the “District”) was called to order at 12:16 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 Regular Board Meeting had been published in the *Miami Daily Business Review* on September 29, 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 Chairperson Melony Fogelstrom, Vice Chairperson Janine Ferreiro and Supervisors Cynthia Portillo and Caridad Vargas constituted a quorum.

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

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. February 5, 2024, Regular Board Meeting

The minutes of the February 5, 2024, Special 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 February 5, 2024, Special Board Meeting, as presented.

G. OLD BUSINESS

1. Maverick Security and Decal Registration Update

Mr. Silva stated that about 30% of the decal information 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

2. Update Regarding Playground Installation Project

Mr. Silva stated that the playground project has been progressing very slowly and staff has contacted the contractor to attempt and speed up the process. The lack of communication and project delays have been expressed to the contractor and he has stated that he will continue to work on the project this Tuesday. An update will be provided at an upcoming meeting.

H. NEW BUSINESS

1. Consider Resolution No. 2024-02 – Adopting a Fiscal Year 2024/2025 Proposed Budget

Mr. Silva presented Resolution No. 2024-02, entitled:

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.

Mr. Silva read the title of the resolution into the record. Mr. Silva advised that the overall proposed assessments would be increasing in the fiscal year 2024/2025 and letters to the residents would be required. Furthermore, Mr. Silva stated as part of Resolution No. 2024-02, the Board must set a date for the public hearing to adopt the fiscal year 2024/2025 final budget and assessment roll. A discussion ensued after which:

A **motion** was made by Ms. Fogelstrom, seconded by Ms. Ferreiro and unanimously passed to approve and adopt Resolution No. 2024-02, *as amended*, adding the following line items: “Off-Duty Police Officer - \$25,000” and “Lake Fountain Maintenance - \$50,000”; and setting the public hearing to adopt the fiscal year 2024/2025 final budget and assessments for June 12, 2024, at 12:00 p.m. in the Palm Breeze Clubhouse, located at 1427 SW 24th Place, Homestead, Florida 33035; and further authorizes publication/notice of the budget public hearing, as required by law.

2. Discussion Regarding Required Ethics Training

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. Mr. George presented the Required Ethics Training and Financial Disclosure Memorandum (Memorandum) prepared by Mr. George’s firm which lists online training options. Mr. George 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. Mr. George 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).

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.

Mr. Silva advised that the 4-year terms of office for Seat #1 (Allen Llodra) and Seat #2 (Melony Fogelstrom) were expiring in November 2024. The qualifying period for election and/or re-election has been set for Noon, June 10, 2024 through Noon, June 14, 2024. Those candidates interested in running for

election can submit their qualifying documents in person to the Miami-Dade County Supervisor of Elections' Office located at 2700 NW 87th Avenue, Miami, Florida 33172 (no earlier than fourteen days prior to commencement of the qualifying period). More information on election qualifying will be provided to those interested prior to the qualifying dates. The new terms of office would be a 4-year term through Election Day in November 2028.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no board member or staff closing comments.

K. ADJOURNMENT

There being no further business to conduct, a **motion** was made by Ms. Ferreiro, seconded by Ms. Fogelstrom and passed unanimously adjourning the Regular Board Meeting at 1:12 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION NO. 2024-02 TO RESET THE DATE OF THE PUBLIC HEARING TO CONSIDER AND HEAR COMMENTS ON THE ADOPTION OF THE FISCAL YEAR 2024/2025 PROPOSED BUDGET; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Keys Cove II Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements; and

WHEREAS, on March 13, 2024, at a duly noticed public meeting, the District’s Board of Supervisors (“**Board**”) adopted Resolution 2024-02, setting a public hearing for consideration and approval of the District’s proposed budget for Fiscal Year 2023/2034, for June 12, 2024; and

WHEREAS, due to a quorum not being reached at the previously scheduled hearing date, the Board now desires to reset the date of the public hearing in order to allow proper publication of notice in accordance with Chapter 120, Florida Statutes.

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

SECTION 1. RATIFICATION OF PUBLIC HEARING DATE RESET. The actions of the District Manager in resetting the public hearing, and the District Secretary in publishing the notices of the public hearing are hereby ratified. Resolution No. 2024-02 is hereby amended to change the date and time of the Public Hearing to July 10, 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 Final Fiscal Year 2024/2025 Budget.

SECTION 2. RESOLUTION 2024-02 OTHERWISE REMAINS IN FULL FORCE AND EFFECT. Except as otherwise provided herein, all of the provisions of Resolution 2024-02 continue in full force and effect.

SECTION 3. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon its passage and adoption by the Board.

PASSED, ADOPTED and EFFECTIVE this 10th day of July, 2024.

ATTEST:

**KEYS COVE II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

RESOLUTION NO. 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II 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 II 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 II 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 10th day of July, 2024.

ATTEST:

**KEYS COVE II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
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 9, 2024
November 13, 2024
February 12, 2025
March 12, 2025
April 9, 2025
May 14, 2025
June 11, 2025
September 10, 2025**

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

PUBLISH: MIAMI HERALD 00/00/2024

**KEYS COVE II 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 II 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 II 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 II 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.

KCII Roadway and Pavement Repairs Comparison

Costs		Atlantic Southern		Headley*		Southern Asphalt
Paver Repair	\$	59,576.00	\$	96,200.00		Not Specified
Asphalt Repair	\$	33,827.00	\$	28,600.00		Not Specified
Sidewalk repairs	\$	6,837.00		0		
Total Cost	\$	100,240.00	\$	124,800.00	\$	156,640.00

*- If pavers are missing or cracked, add \$1.75 Saft

Pavement Maintenance Proposal

Special District Services, INC.

Pablo Jerez

Project:

Keys Cove II CDD - Roadway Repairs

1140 SE 24th Rd
Homestead, Florida 33035



Ronnie Sagman
Senior Account Manager

Our Company

Company Info



Atlantic Southern Paving and Sealcoating
6301 W Sunrise Blvd
Sunrise, FL 33313

P: 954-581-5805
F: 954-581-0465

<http://www.atlanticsouthernpaving.com>

Contact Person

Ronnie Sagman
Senior Account Manager
ronnie@atlanticsouthernpaving.com
Cell: 954-214-1844
Office 954-581-5805 Ext 209

About Us

We Solve Problems and Make Complicated Simple!

We understand that as a manager, owner or investor of properties all over the United States, you need a partner to develop a strategic plan that will preserve your investment for the long term for the least amount of money.

Atlantic Southern Paving & Sealcoating provides pavement design, maintenance & construction services to the commercial, recreational and industrial markets throughout the United States.

Please find the enclosed proposal and do not hesitate to call us with any questions.

Watch a Video About Us: [CLICK HERE](#)

FDOT Certified Contractor

Asphalt Repair(s)

1. The area under consideration for repair(s) comprises of 6,500 square feet of deteriorated pavement.
2. There exist 21 areas of repair.
3. Sawcut and remove root damaged asphalt.
4. **Pavement Installation:** Apply DOT approved tack coat to promote adhesion between existing asphalt base and new hot asphalt.
5. **Pavement Installation:** Apply DOT approved hot mix asphalt compacted to an average of 2 inches.
6. **Compaction:** Rolling and compaction of asphalt using 3-5 ton Vibratory Roller.
7. **Compaction:** Rolling of entire new asphalt pavement with Rubber Tire Traffic Roller.
8. **Barricading:** All areas will be barricaded before, during and after the project. It is the owner's responsibility to make sure all barricades remain effective after our crews leave the jobsite.
9. **NOTE:**

All areas to be repaired are two foot in width by length of areas shown in map below

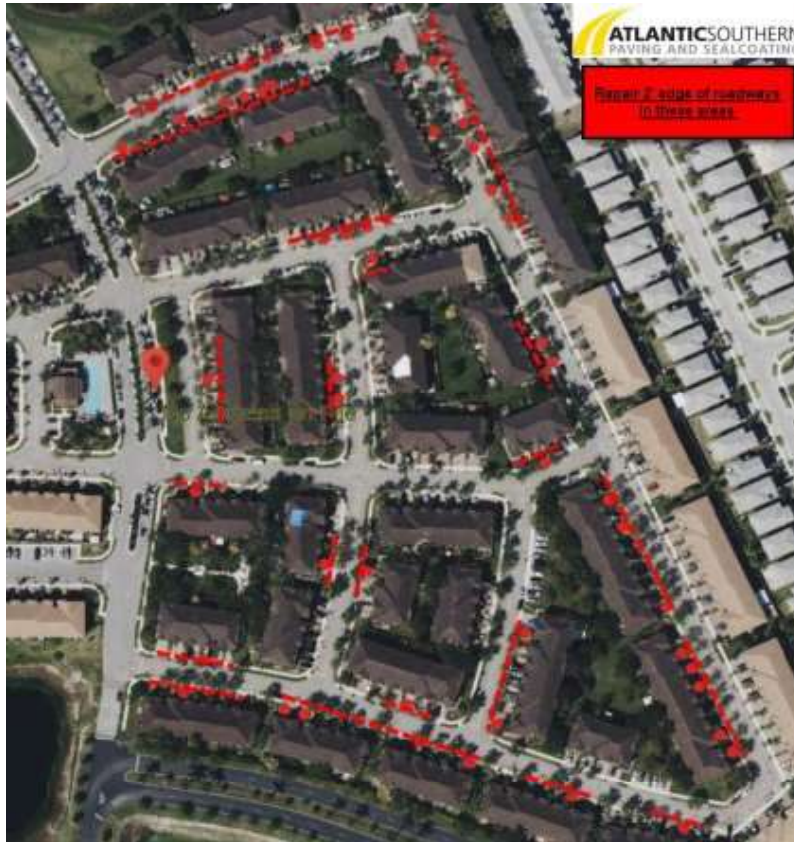
Total Price: \$33,827.00

Concrete Sidewalk Repairs

1. We have identified 5 area(s) comprising approx. 300 sq. ft for a new concrete surface.
2. Sawcut and remove damaged sidewalk.
3. **New Concrete Surface:** We will form, place and finish 6 inches of 3,000 psi concrete. Control & Expansion joints will be installed as necessary.
4. **Finish:** The final finish of the new concrete surface will be Brush-Finished. If you desire a different finish, please let us know prior to the acceptance of this proposal.
5. **Barricading:** All areas will be barricaded before, during and after the project. It is the owners responsibility to make sure all barricades remain effective after our crews leave the jobsite.

Total Price: \$6,837.00

Asphalt Repair Areas



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Price Breakdown: Keys Cove II CDD - Roadway Repair

Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on May 29, 2024.

Item	Description	Cost
1.	Asphalt Repair(s)	\$33,827.00
2.	Concrete Sidewalk Repairs	\$6,837.00
Total:		\$40,664.00

Authorization to Proceed & Contract

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined. When signed, this document becomes a contract. E&OE

We understand that if any additional work is required different than what is stated in this proposal/contract, it must be in a new contract or added to this contract. The parties also acknowledge that the time for performance of the work may be impacted by market conditions beyond contractor's control in which event the contract time shall be extended.

Please see all attachments for special conditions that may pertain to aspects of this project.

This price of this contract is based upon completion of the work within thirty days from the date hereof, thus the price is good for a period of up to 30 days from the date listed herein. If the work is not completed within thirty days, and the contractor experiences price increases for materials in excess of those upon which the price of this contract were based as of the date hereof, the contract price shall be increased by the amount of the documented price increase.

Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

40% deposit upon contract.

(A signed proposal and deposit are required prior to scheduling of the work)

Date: _____



Pablo Jerez | Field Operations Manager
Special District Services, INC.
1140 SE 24th Rd
Homestead, Florida 33035
pjerez@sdsinc.org
O: 786-413-7150 Ext: Ryan

Ronnie Sagman | Senior Account Manager
Atlantic Southern Paving and Sealcoating
6301 W Sunrise Blvd
Sunrise, FL 33313
E: ronnie@atlanticsouthernpaving.com
C: 954-214-1844
P: 954-581-5805 Ext 209
F: 954-581-0465
<http://www.atlanticsouthernpaving.com>

Contract Terms & Conditions

1. The owner is responsible to notify all landscapers and garbage companies to not show on the area of work the day we are performing work. In the event of a reschedule due to unforeseen conditions, you are required to let all service providers know about the change.
2. 90% of contract amount and change orders must be paid prior to completing punch list items and/or any changes for additional work required by cities or municipalities.
3. It is understood and agreed that all work is performed "weather permitting".
4. Towing fees, if necessary, billed as actual. Any vehicles left in the construction area at commencement of the work will be relocated on site and billed to the Owner/Authorized Agent
5. Permit fees billed as actual. Processing fees billed in addition to the cost of permit: **\$800.00**

This proposal does not include the cost of permit fees, inspection fees or impact fees which may be required from the various agencies or municipalities having jurisdiction. If Owner/Authorized Agent directs this work to be completed without required permitting, all costs including, but not limited to, fees, expediting and fines are the responsibility of the Owner/Authorized Agent.

6. Change orders, additions or extras requested by Owner, Contractor or Municipality will be invoiced as an addition to the contract and shall not delay payment of the original contract sum. All Change Orders must be approved and signed by Management/Board President/Building Owner (whichever applies.)
7. Atlantic Southern Paving & Sealcoating, LLC will not be responsible for paint adhesion to car stops that have not been pressured cleaned.
8. Cannot guarantee sealcoat longevity where there is standing water. Cracks in pavement will still be noticeable after sealcoating. Tire turning marks will be visible at first, but will disappear over time.
9. **Line Striping:** If there are existing car stops on the property, the new line striping of the parking stalls will not be installed beyond the car stop(s) unless they are removed. The striping machine cannot fit between the car stops. If you would like the existing car stops removed during the striping phase, there will be additional costs associated with this scope of work. It is the owner's responsibility to inform ASP if this is desired prior to commencement of the project.
10. **Asphalt Repairs/Paving:** If the actual asphalt is determined to be thicker than the proposed depth once the area(s) are excavated, ASP will provide photo documentation showing the additional depth and a change order will be sent to ownership for the additional material.
11. Additional mobilization(s) to be billed at \$2,500 each for **Asphalt Repairs**. This charge may be billed due to, but not limited to: site unavailability for commencement of the work due to vehicles encroaching on the work area, change of schedule by Owner/Authorized Agent without prior consent of contractor or repairs to work caused by trespassing.
12. Additional mobilization(s) to be billed at \$2,500 each for **Sealcoating**. This charge may be billed due to, but not limited to: site unavailability for commencement of the work due to vehicles encroaching on the work area, change of schedule by Owner/Authorized Agent without prior consent of contractor or repairs to work caused by trespassing.
13. Additional mobilization(s) to be billed at \$2,500 each for **Concrete Services**. This charge may be billed due to, but not limited to: site unavailability for commencement of the work due to vehicles encroaching on the work area, change of schedule by Owner/Authorized Agent without prior consent of contractor or repairs to work caused by trespassing.
14. Additional mobilization(s) to be billed at \$5,000 each for **Paving**. This charge may be billed due to, but not limited to: site unavailability for commencement of the work due to vehicles encroaching on the work area, change of schedule by Owner/Authorized Agent without prior consent of contractor or repairs to work caused by trespassing. Atlantic Southern Paving will provide a schedule to be approved by Owner prior to any additional mobilizations
15. **If ASP is performing milling and/or paving, the customer acknowledges that this work will not result in new elevations/grades. This means that any existing ponding water will not be rectified by performing this scope of work. It is the owner's responsibility to notify the account manager if there is ponding water. The only method to improve standing water is to perform additional rock and grading work which will be an additional cost.**
16. Atlantic Southern Paving & Sealcoating, LLC cannot guarantee 100% drainage in areas where the design grade is less than 1% fall.
17. **ATLANTIC SOUTHERN PAVING & SEALCOATING, LLC will not accept responsibility for reflective cracking of**

new asphalt overlay due to the cracked condition of the existing asphalt pavement.

18. Owner agrees to pay asphalt over-runs at \$175.00 per ton.
19. Pricing does not include asphalt leveling unless stated otherwise in the original scope of work. Owners agrees to leveling at \$205.00 per ton
20. **Crack Sealing**: Hairline cracks, alligatored or spider web cracks or other failing asphalt areas cannot and will not be crack sealed. Crack sealing is designed to keep water out, not in, so ground water is subject to seep from wet areas.
21. All underground utilities including electrical, plumbing and irrigation lines if damaged or broken are the responsibility of the owner and not Atlantic Southern paving. If Atlantic Southern Paving needs to repair damages, the costs will be billed to the owner as a change order.
22. Atlantic Southern Paving and Sealcoating, LLC will not be responsible for trafficking, paint tracking or damage to cars or persons trespassing in designated construction areas.
23. Plans, engineering, layout, testing, bonds and as-builts by others.
24. The prices used in this proposal are based on the condition that all work quoted will be accepted in total.
25. This proposal, including all terms and conditions, shall become a legally binding attachment to any contract entered into between Atlantic Southern Paving & Sealcoating, LLC and the financially responsible company for which the work will be performed.
26. In the event of a dispute regarding this contract, the prevailing party agrees to pay reasonable attorney fees, collection costs and all related costs incurred until such dispute is settled.
27. Atlantic Southern Paving & Sealcoating, LLC will add a 1½% finance charge to any unpaid proper invoice past due at least (30) thirty days.
28. This proposal is based on work being completed during the hours of 8:00AM and 5:00PM, Monday through Thursday, excluding Friday, holidays and weekends.
29. **Asphalt Price Index**: Proposal is based on the current price of liquid asphalt. If there is a price increase in liquid asphalt, there will be additional charge for the difference.
30. No warranties are honored unless payment is made in full. Atlantic Southern Paving and Sealcoating will provide a one year warranty, starting on the last day of substantial completion, on materials and workmanship. Normal wear and tear is not covered under this warranty.

Sealcoating Commercial | Owners Resp & Conditions

1. **Barricaded Parking Lot**: It is vital that all vehicles are removed from our area of work no later than 7:15 am, unless otherwise agreed. As you can imagine, our project costs are based on the property having all cars, people and objects off the area of work. Tow Trucks need to be arranged 5 days prior to the start of any work and must be on call to remove cars from the scheduled work zone. If any cars are left on the area of work, we cannot be held responsible for any damage to the vehicles. ***There will be additional costs if we are unable to access the work area billed at a minimum of (\$1500 for Sealcoating)***
2. **Cleaning**: Customer is responsible for any "heavy cleaning"; otherwise Atlantic Southern Paving & Sealcoating, LLC will bill for this additional cleaning.
3. **Cracking**: cracks in pavement will still be noticeable after Sealcoating
4. **Lawn Fertilization**: should not be installed seven days before or after service.
5. **Rain**: If it's raining the day of scheduled service, assume we aren't coming and we will contact you to reschedule as soon as possible. If it rains after our installation, please contact your representative. We monitor the weather closely and can generally predict this very well. In the event that an unexpected storm happens, we will touch up any areas where sealer has not bonded.
6. **Sprinklers**: should be off 24 hours prior until 48 hours after service. Avoid lawn cutting during this same period of time. The surface must be dry for our arrival. Areas where the newly sealed pavement is wet may wear prematurely.
7. **Pavement Sealer**: will take a minimum of 30 days to fully cure and is sensitive to ***animal droppings, tree droppings; water stains from irrigation systems, ponding water & tire markings*** during this time. This is normal and no reason to be concerned, it will fade over time. Areas of shade will take longer to dry and cure than areas in the direct sunlight.
8. **Driving on Surface**: Once you start driving on sealed surface, avoid turning your wheels unless your car is moving.

We understand this may be difficult to do, but understand that when wheels are turned on a freshly sealed parking lot, scuffing and turn marks will be evident, no worries in time they will blend in with surrounding surface.

9. **Overspray on Grass:** where grass meets your pavement, you may expect a small “drift spray” of pavement sealer. This is normal and will disappear generally after the next mowing.
10. **Weeds:** It is important to note that we have proposed all work at the time of the assessment. If you decide to do work 3 months after we look at the project, if your parking area has developed excessive weeds in the cracked areas as well as the edge lines for any reason, there may be additional costs for treatment & removal.

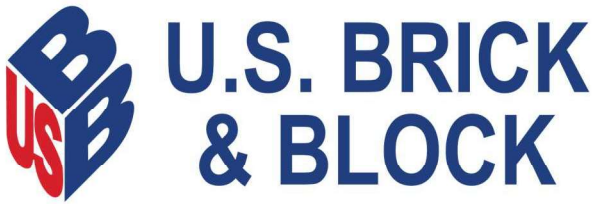
Paving Commercial | Owner Responsibility & Conditions

1. **Barricaded Parking Lot:** It is vital that all vehicles are removed from our area of work no later than 7:15 am, unless otherwise agreed. As you can imagine, our project costs are based on the property having all cars, people and objects off the area of work. Tow Trucks need to be arranged 5 days prior to the start of any work and must be on call to remove cars from the scheduled work zone. If any cars are left on the area of work, we cannot be held responsible for any damage to the vehicles. ***There will be additional costs if we are unable to access the work area billed at a minimum of (\$5,000 for Paving)***
2. **Site Services:** The property is responsible to notify all landscapers and garbage companies to not show on the area of work the day we are performing work. In the event of a reschedule due to unforeseen conditions, you are required to let all service providers know about the change.
3. **Rain:** If it's raining the day of scheduled service, assume we aren't coming and we will contact you to reschedule as soon as possible. If it rains after our installation, please contact your representative. We monitor the weather closely and can generally predict this very well. In the event that an unexpected storm happens, we will touch up any areas where sealer has not bonded.
4. **Sprinklers:** should be off 24 hours prior until 48 hours after service. Avoid lawn cutting during this same period of time. The surface must be dry for our arrival. Areas where the newly sealed pavement is wet may wear prematurely.
5. **Drainage:** Atlantic Southern Paving and Sealcoating cannot guarantee 100% drainage in areas where the design grade is less than 1% fall.
6. **Asphalt Over-Runs:** will be billed to owner at \$175.00 per ton.
7. Pricing does not include asphalt leveling unless stated otherwise in the original scope of work. Owners agrees to leveling at \$205.00 per ton.
8. **Reflective Cracking:** Atlantic Southern Paving and Sealcoating will not accept responsibility for reflective cracking of new asphalt overlay due to the cracked condition of the existing asphalt pavement
9. **Asphalt Price Index:** Proposal is based on the current price of liquid asphalt. If there is a price increase in liquid asphalt, there will be additional charge for the difference.
10. De-mucking and removal of unsuitable materials not included.
11. **Driving on Surface:** Once you start driving on paved/sealed surface, avoid turning your wheels unless your car is moving. We understand this may be difficult to do, but understand that when wheels are turned on a freshly paved/sealed asphalt surface, scuffing and turn marks will be evident, ***no worries in time they will blend in with surrounding surface.***

Please click any of the links below to view and print all documents.

Company Attachments

[COI 2024](#)



US Brick & Block Systems, LLC
 1909 Tigertail Blvd.
 Dania Beach, FL 33004
 Toll Free: 954-792-0076
 Fax: 954-792-5692
 www.usbrickandblock.com

PROPOSAL 5/31/2024

PROPOSAL SUBMITTED TO:	JOB INFORMATION:
Name: Ronnie Sagman	Job Name: Keys Cove II
Address: 6301 W Sunrise Blvd.	Job Address: 1140 SE 24 th Road
City: Sunrise	Job City: Homestead
State: FL	Job State: FL
Zip: 33313	Job Zip: 33035
Phone:	Subdivision:
Cell Phone: 954-214-1844	Job Contact: Ronnie Sagman
Email Address: ronnie@atlanticsouthernpaving.com	Job Phone:954-214-1844

We hereby submit specifications and estimates for the following:

Pavers-

Demo pavers on front drive apron on each side of trees being removed and where unlevel to repair.
 Where trees being removed, provide and install new pavers to fill in area. (Note: Color will not match)
 *(Due to time, exposure to elements, and differences in dye lots the color of new pavers will not match.)
 Where trees not being removed but pavers are uneven and settlement occurred by sidewalk repair areas.
 Sweep in fine mason into joints to lock in pavers.
 Remove cuts and debris from our scope from site once complete.

TOTAL: \$59,576.00

Not Included in the above

- Drawings/Renderings
- Electric
- Plumbing
- Gas
- Permits and permitting fees
 - City Permits are approx.. 2-4% of contract value

We hereby propose to furnish labor and materials-complete in accordance with the above specifications for the sum of: **\$59,576.00** with payment as follows:

<u>Schedule of Values</u>	
Deposit-	35%
Progress Payment upon delivery of pavers and start of work.	35%
Progress Payment upon 50% completion	15%
Final Payment due upon completion of work with no retainage held.	

Please make all checks payable to: U.S. Brick & Block Systems, LLC.

- Customer is responsible for replacing all sod or landscaping around job area as required by cities for final inspections or as required. USBB is not responsible for damaged landscaping.
- US Brick and Block is not responsible for any damage to sidewalks or adjacent asphalt/street done before, during or after construction. This includes cracks or breakage to sidewalks done by delivery trucks or bobcats. USBB will not repair or replace the damaged sidewalks or adjacent street.
- If excavation work is required for installation, and damage to sprinkler pipes, sod, tile, wiring, septic tanks or other objects resulting from such excavation is the responsibility of the customer and or property owner and not that of U.S. Brick & Block Systems, LLC.
- Concrete pavers have color variations. All material must be inspected for approval prior to installation. No return or claims accepted after 5 business days upon receipt of material. No claims will be allowed after installation of material.
- Natural Stone paving products will have variations in color, shading, veins and imperfections that are inherent with natural stone. All material must be inspected for approval prior to installation. No return or claims accepted after 5 business days upon receipt of material. No claims will be allowed after installation of material.
- Natural stone products do not have spacer bars and could have chips and cracks in materials after installation and use.
- Notice to Owner, which is standard practice in Florida, may be sent and/or called to advise order was placed to property.
- This proposal is subject to change per price increases from vendors/manufactures. If such increases occur, proof of increase will be provided.
- 1 Year warranty for installation from completion date of project. Warranty does not include material issues.
- Any punchouts required after completion of installation does not warrant right to withhold payment.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost, will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Payments are due as indicated above and if invoice is not paid when due, interest will accrue at a rate of 1.5% per month (18% annum). If after due date, should litigation become necessary the prevailing party shall be entitled cost and reasonable attorney fees. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the

Authorized Signature Jeff Abbott (954) 214-6544

Acceptance of Proposal

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted: Customer Signature _____ **Date** ____/____/____

Pavement Maintenance Proposal

Special District Services, Inc.

Pablo Jerez

Project:

Key Cove II

1460 SE 26th Ave
Homestead, Florida 33035



Your Pavement Professionals

Company Info



Southern Asphalt Engineering Inc.
13110 NW 14 Street
Miami, FL 33182

P: 305-667-8390

<http://www.southernasphaltengineering.com>

Contact Person

Joshua Kaufman
Account Manager
joshua@southernasphaltengineering.com
Cell: 786-354-4871
Office 305-667-8390 Ext 2226

About Us

Your Partners in Asphalt Restoration & Maintenance!

Southern Asphalt Engineering, Inc. has proudly served South Florida since 1998. We are a full service Asphalt Pavement, Restoration, and Maintenance Contractor which provide a wide range of services, including Design, Construction, and Maintenance services for Commercial, Industrial, & Professionally Managed Commercial and Residential Properties.

We understand the needs of Property Managers, Portfolio Managers & Property Owners alike. We strive to provide fast and efficient quality services for all project needs and look forward to becoming "Your Partners in Asphalt Restoration and Maintenance".

We submit the following proposal for your consideration. Please feel free to contact us at any time should you have any questions in relation to the provided proposal.

Brick Pavers Driveway Swale Repairs

1. **Repair of 9,920 S.F. of Brick Pavers in (124) location(s).**
2. Provide (Barricades, Cones, Caution Tape) traffic control devices for specified work area(s).
3. Removal of Existing Brick of the proposed area to be Brick Paver pavement surface.
4. Hauling away and disposal of all removed material.
5. Compaction of existing sub-base using vibratory plate compactor.
6. Removal and disposal of any and all related debris.
7. Supply & spread of aggregate material (lime rock as needed) to prepare a 4" thick base .
8. Compaction of supplied and spread (lime rock) base using vibratory tandem roller / vibratory plate compactor.
9. Supply and spread of mason sand 2" thickness to provide for level brick paver base surface.
10. Compacting of prepared surface using vibratory plate compactor for placement of brick.
11. Installation of selected Brick paver in desired pattern.
12. Cementing brick paver border edges using 1/10 cement-sand mix
13. Supply, spread, and brooming in of sand to fill all joints and stabilize brick.
14. Price quoted reflects a selection of standard brick patterns and colors. Other brick pattern and color selections which are "Special Order" will be an added up charge.
15.
 - o Note: This budgetary proposal pricing is subject to the final scope of work to be performed for the project, any project plans quantities, and/or address locations to be confirmed by owner, property manager, and/or HOA prior to commencement.

Asphalt Patching & Surface Root Removal

1. **Asphalt Patching & Surface Root Removal (7,290) Square Feet. in (30) locations.**
2. Provide (Barricades, Cones, Caution Tape) traffic control devices for specified work area(s).
3. Milling, sawcut and removal of asphalt areas to be repaired.
4. Removal, haul away and disposal of millings and debris from job site.
5. Supply and compact lime rock as may be needed.
6. Application of SS-1h Tack Coat to promote adhesion between prepared limerock base and preceding asphalt surface
7. Paved prepared area(s) using Asphalt Plant Hot Mix ((S-3)) at a +/-1-1/2 thickness.
8. Rolling and compaction of spread asphalt using a 4-5 ton vibratory roller.
9. SAE will only remove surface roots. The removal of underlying roots which may cause damage to the tree and require Arborist services will be owner's responsibility.

Map: Keys Cove II - Aerial Site Plan



Notes:

Price Breakdown: Key Cove II

Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on June 11, 2024. **Job Number:** 2024-050143

Item	Description	Cost
1.	Brick Pavers Driveway Swale Repairs	Included
2.	Asphalt Patching & Surface Root Removal	Included
Total:		\$156,640.00

Authorization to Proceed & Contract

Authorization to Proceed & Contract:

ACCEPTED: Prices, specifications, terms, and conditions are satisfactory and hereby accepted. You are authorized to perform the work as specified. Payment will be made as per the payment terms outlined. Upon acceptance, this proposal becomes a contract.

We understand that if any additional work is required above and beyond from that which is stated in this proposal/contract, it will be added to this contract, or performed under a new contract.

Proposal: Key Cove II

Acceptance

We agree to pay the total sum or balance in full 30 days after the completion of work.

I am authorized to approve and sign this proposal as per scope of work submitted. We agree to pay the total sum or balance in full upon completion of this project in accordance with the payment terms listed.

Scheduled Progress Payments.

Work will be scheduled upon receiving the signed proposal and payment of deposit.

Date: _____

Pablo Jerez | Mr.
Special District Services, Inc.
2501 Burns Rd suite a
Palm Beach Gardens, Florida 33410
pjerez@sdsinc.org
C: 786-413-7150
O: 786-413-7150

Joshua Kaufman | Account Manager
Southern Asphalt Engineering Inc.
13110 NW 14 Street
Miami, FL 33182
E: joshua@southernasphaltengineering.com
C: 786-354-4871
P: 305-667-8390 Ext 2226
<http://www.southernasphaltengineering.com>

Contract Terms & Conditions

1. Weather: It is understood and agreed that all work is performed "weather permitting". If it's raining the day of scheduled service, assume we aren't coming, and we will contact you to reschedule as soon as possible. If it rains after our installation, please keep the work area closed and contact your project coordinator. We monitor the weather closely and can generally predict this very well. If an unexpected storm happens, any required touch up will be performed.

Sprinklers: Should be off 24 hours prior until 48 hours after service so as not to cause damage to any work performed. The surface must be dry upon our crew's arrival.

Informing of Work: It will be the property owner or property management company's responsibility for properly informing tenants and or residents of intended work areas and notifying any service providers such as landscapers, garbage companies, and vendors to avoid work area on the day work is to be performed. In the event of having to reschedule due to unforeseen conditions you must notify tenants, residents, and service providers of the change in schedule.

Vehicles: It is vital that all vehicles and obstructions are removed from the intended work area in a timely manner, no later than 7:30 a.m. to allow for the performance of contracted work unless agreed otherwise. If tow trucks service are required this needs to be arranged prior to the commencement of work and towing service must be on call to remove cars from the scheduled work areas. Inability of crew to perform work may result in added mobilization charge. In the event SAE is unable to complete the contract work due to vehicles and obstructions within the work area additional mobilizations charges will apply and be billed at the following rates per crew. Asphalt Repair Crew, \$1,500.00 Asphalt Paving Crew, \$4,800.00 Concrete Crew \$2,500.00, Sealcoating Crew \$1,500.00.

Asphalt Over-Run: The owner agrees to pay for asphalt over-run at a rate of \$165.00 per ton. Asphalt leveling will be billed at a rate of \$195.00 per ton in areas of excessive leveling of depressed asphalt areas as may be required to improve existing slope or grade.

Work Hours: Work to be completed during the week (Monday-Friday) during the hours of 7A.M. & 6 P.M. excluding holidays unless otherwise clearly stated in the proposal, night, weekend, holiday, work available at an additional cost if work is required to be completed during a night, weekend, holiday schedule.

Warranty: Warranty period (12) months on workmanship and materials to commence upon date of substantial completion of work subject to payment in full of contracted work. SAE will not honor the warranty unless payments are made in full. Warranty subject to scope of work warranty statements.

Job Site Barricades: cones, and or caution tape are not to be removed for the duration of the project. SAE will not be liable for the removal of barricades/cones/caution tape by others while work is in progress, areas of ongoing work, and closed off sections or segments of work. SAE will not be liable for anyone who disrespects traffic control devices and walks or drives on wet or uncured sealer, concrete, or painted surfaces causing damage to any adjoining surfaces, persons, or property damage.

Landscaping: Tree & vegetation removal to gain access to the work area and restoration of sod adjacent to performed work to be done by others.

Utilities: SAE will not be responsible for damage to underground utilities such as buried sprinkler lines, utility service lines i.e., power, water, sewer, catv, etc. that are not properly identified, or clearly marked by utility locates and set to required depth by code inclusive of areas closely adjoining to proposed work area. Any known service lines are to be re-located or removed by others prior to the commencement of work.

Permits: Construction permits costs and fees are not included unless otherwise specified. Permit procurement will be an added cost of \$785.00 per permit. Permit procurement is inclusive of application support, notary, 1 Submission, municipal review monitoring and up to (3) visits to municipal depts to address revisions, additional required municipal visits/revisions will be charged at a rate of \$100.00 per municipal visit or submitted revision. Inspections to finalize approved permits are inclusive. The actual cost of the permit fee assessed by the governing agency will be an added charge and inclusive of the final permit procurement invoice. Any additional work required by such a permit will be an additional charge above and beyond the original contract price. In the event a customer or authorized representative

instructs SAE to proceed without the required permits. Should the customer determine not to proceed with a submitted permit due to unwillingness to comply with municipalities requirements. The customer agrees to pay the permit procurement fee and re-imburse any permit processing fee and related costs incurred by SAE.

Site Plans/Surveys: The owner or authorized representative will provide 2 copies of current site plans/surveys for permitting purposes. In the event a customer cannot provide the required survey or site plan for permitting purposes. SAE can provide needed professional services to include surveying and engineering services as an added charge.

A.D.A.: SAE makes no claim to the local, state, or federal guidelines on ADA compliance of existing surfaces or any upgrades of A.D.A. elements present within the property boundary. SAE recommends that a Civil Engineer/Architect be retained for ADA compliance.

Payment Terms: Payments shall be made in accordance with the agreed to and accepted payment terms.

Contract Price: All prices quoted are valid for 30 days from the date of this proposal. Due to price fluctuations and market volatility in material costs. SAE reserves the right to withdraw the proposal or revise contract pricing at any time prior to commencement of work or in the event permitting delays occur beyond (90) days.

Change orders approved by the property owner, the authorized representative will be invoiced as an added charge above and beyond the contract price. All change orders shall be paid upon execution thereof and not be a cause of delay in payment of original contract sum. Original contract amount & change orders must be paid prior to performing punch list items (subject to 10% customer retainage). Unpaid balances past due 30 days from date of receipt and will be subject to a monthly interest rate charge of 1.5% monthly/18% annually.

In the event an owner/authorized representative wishes to cancel the project for any reason prior to commencement of contracted work, any deposits received will be returned to the customer and be subject to 20% deductions of contracted price and added charges related to purchased materials, fees associated with site plans, surveys, procurement, permit fees & any expenses as may have been incurred by SAE.

Should a collection agency or attorney be retained to collect any amount due under the term of this contract, purchaser agrees to pay collection costs, attorney's fees and related costs as may be applicable. In any dispute associated with this agreement between the client and Southern Asphalt Engineering, the prevailing party shall be entitled to reasonable attorney's fees and costs inclusive of collection agency fees. The venue shall be Miami Dade County, Florida.

Exclusions: This proposal excludes the following unless expressly stated in this proposal. as-builts, surveys, architectural drawings, engineer site plans, engineering, layout, material testing, permits, staking, (manhole, catch basin, frame and grate, and water valve adjustments or repairs), riser rings, utility meter boxes, wired detector loops, ID badges, biometrics, background checks, special pay wages, and or bond requirements unless expressly implied. The hiring party is responsible for any of the above items which may be required. Should these services be provided by this contractor any additional charges will be assessed accordingly upon prior customer approval.

No account representative, sales agent, or any other employee of SAE Inc., customer or customer representative shall have the authority to waive or modify any terms and conditions of this agreement nor deviate from the specifications and terms set forth herein. No verbal representations expressed or implied can be relied on and will not supersede the terms and conditions of the written specifications set forth. Any change, alteration, or deviation from the specifications as set forth in the proposal, which involve additional charge or cost, will only be permitted upon written confirmation via Change Order.

This proposal including all terms and conditions, shall become a legally binding attachment to any contract entered and between SAE and the financially responsible party for which the work is being performed. All provided terms will not be excluded or superseded by any other contract or riders.

Concrete Notes

1. **Concrete**: Unstable asphalt, concrete surfaces, & brick pavers adjacent to concrete surfaces being repaired may be chipped or come loose during construction. If unforeseen additional repairs are needed due to removal of existing concrete surface these areas can be repaired upon request and will be an added charge.

Brick Paver Notes

1. **Brick Paver:** Price quoted reflects a selection of standard brick patterns and colors unless specified otherwise. Other brick pattern and color selections which are "Special Order" will be an added-up charge.
2. **Brick Paver Repair:** In the occasion that new brick paver material needs to be installed in place of the removed brick we will replace brick with new bricks of same color and pattern. (New brick may show variations in color tone due to the weathering of existing surrounding brick area.

Asphalt Repair Notes

1. **Warranty:** Material & Workmanship Guaranteed for (1) year excluding normal wear and tear and damage caused by 3rd party or unintended use of pavement surfaces. There is no guarantee expressed or implied regarding removal of standing water as patching is done conforming to surrounding surfaces which may have existing un-leveled areas.
Roots: We will only remove surface roots. The removal of underlying roots will be the responsibility of owner or association management. The removal of underlying roots may compromise the integrity of the tree and in some instances require the services of an Arborist.
Compaction: We will not be responsible of restored trenches if compaction of the sub-base surface was performed by others prior to asphalt paving.
Driving on Surface: Once you start driving on paved surface, avoid turning your wheels unless your car is moving. We understand this may be difficult to do, but understand that when wheels are turned on a fresh asphalt surfaces, dry grinding and scuffing turn marks will be evident, in time they will blend in with surrounding surface.

Attachments

Please click any of the links below to view and print all documents.

Company Attachments

[About Southern Asphalt Engineering Inc.](#)

[Liability, Workers Comp & Auto Ins.](#)

[W-9 Form](#)

Date	Estimate #
6/9/2024	1388

Bill To
Keys Cove II CDD C/o Special District Services, Inc. 2501A Burns Road Palm Beach Gardens, FL 33410

Description	Quantity	Rate	Amount
Removal of Live oak trees and stump grinding as per permit # 24040356	52	350.00	18,200.00
Replacement of live oak trees as per permit # 24040356. trees will be replaced with 25 gal live oaks in same spot where removed.	52	295.00	15,340.00
Watering Service per day cost. We are in rainy season and 15 days should be sufficient.	15	200.00	3,000.00
Total			\$36,540.00

Phone #
PH: 305-989-8446

E-mail
Trimscape@hotmail.com

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

The Board of Supervisors (the "Board") of the Keys Cove II Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 12, 2024, at 12:00 p.m., or as soon thereafter as can be heard, in the Palm Breeze Clubhouse located at 1427 SE 24th Place, Homestead, Florida 33035.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2024/2025 Proposed Final Budget and Assessment Roll for the District. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. A copy of the Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193, during normal business hours. 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) 313-3661 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 II Community Development District

www.keyscove2cdd.org

W00000000

May 23,30 2024

RESOLUTION NO. 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KEYS COVE II COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2024/2025 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Keys Cove II 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 II 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 BECOMES EFFECTIVE this 10th day of July, 2024.

ATTEST:

**KEYS COVE II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Keys Cove II
Community Development District

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

CONTENTS

- I FINAL BUDGET**
- II DETAILED FINAL BUDGET**
- III DETAILED FINAL DEBT SERVICE FUND BUDGET**
- IV ASSESSMENT COMPARISON**

FINAL 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	110,087
MAINTENANCE ASSESSMENTS	817,021
DEBT ASSESSMENTS	314,530
OTHER REVENUES	0
INTEREST INCOME	1,200
TOTAL REVENUES	\$ 1,242,838
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
OFF DUTY POLICE OFFICERS	25,000
GUARD HOUSE UTILITIES & GATE MAINTENANCE	20,000
FP&L POWER - STREET LIGHTS/IRRIGATION PUMP STATIONS	40,000
STREET LIGHT MAINTENANCE	18,000
LAKE FOUNTAIN INSTALLATION/MAINTENANCE	50,000
JANITORIAL SERVICES	45,000
HOLIDAY LIGHTING	30,000
PLAYGROUND MANTENANCE	5,000
MISCELLANEOUS MAINTENANCE	35,000
TOTAL MAINTENANCE EXPENDITURES	\$ 768,000
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	\$ 872,682
REVENUES LESS EXPENDITURES	\$ 370,156
BOND PAYMENTS	(295,658)
BALANCE	\$ 74,498
COUNTY APPRAISER & TAX COLLECTOR FEE	(24,832)
DISCOUNTS FOR EARLY PAYMENTS	(49,666)
EXCESS/ (SHORTFALL)	\$ -
CARRYOVER FROM PRIOR YEAR	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL 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	110,087	Expenditures Less Interest & Carryover (35%)/.94
MAINTENANCE ASSESSMENTS	626,872	637,596	817,021	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	\$ 1,242,838	
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
OFF DUTY POLICE SERVICES	0	0	25,000	Off Duty Police Services
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
LAKE FOUNTAIN INSTALLATION/MAINTENANCE	0	0	50,000	Lake Fountain Installation Maintenance
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	\$ 768,000	
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	\$ 872,682	
REVENUES LESS EXPENDITURES	\$ 153,202	\$ 306,893	\$ 370,156	
BOND PAYMENTS	(299,163)	(295,658)	(295,658)	2025 Principal & Interest Payments
BALANCE	\$ (145,961)	\$ 11,235	\$ 74,498	
COUNTY APPRAISER & TAX COLLECTOR FEE	(10,166)	(20,878)	(24,832)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(39,986)	(41,757)	(49,666)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (196,113)	\$ (51,400)	\$ -	
CARRYOVER FROM PRIOR YEAR	0	51,400	0	Carryover Balance From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (196,113)	\$ -	\$ -	

DETAILED FINAL 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	\$ 118.89
Maintenance For Townhome Condominiums	\$ 685.06	\$ 677.59	\$ 677.59	\$ 882.32
<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	\$ 1,691.73
Administrative For Executive Townhomes	\$ 98.57	\$ 110.13	\$ 110.13	\$ 118.89
Maintenance For Executive Townhomes	\$ 685.06	\$ 677.59	\$ 677.59	\$ 882.32
<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	\$ 1,839.70

* 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