



**CUTLER CAY
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
JANUARY 13, 2025
4:00 P.M.**

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

www.cutlercaycdd.org
786.347.2711 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
Cutler Cay Community Clubhouse
7755 SW 192nd Street
Cutler Bay, FL 33157
REGULAR BOARD MEETING
January 13, 2025
4:00 p.m.

- A. Call to Order**
- B. Proof of Publication.....Page 1**
- C. Welcome and Seat New Board Members**
- D. Establish Quorum**
- E. Election of Officers**
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- F. Additions or Deletions to Agenda**
- G. Comments from the Public for Items Not on the Agenda**
- H. Approval of Minutes**
 - 1. November 18, 2024 Regular Board Meeting Minutes.....Page 2
- I. New Business**
 - 1. Consider Approval of Resolution No. 2025-01 – Redesignating CDD Checking Account Signers (Seacoast Bank).....Page 9
 - 2. Consider Approval of Resolution No. 2025-02 – Redesignating CDD Checking Account Signers (PNC Bank).....Page 10
 - 3. Consider Approval of Resolution No. 2025-03 – Registered Agent Change.....Page 11
 - 4. Consider Approval of Change of Time for the District meeting(s) from 4:00pm to 7:00pm
 - 5. Consider Approval of Scheduling Workshops for Budget, HOA, etc.
 - 6. Consider Approval of Proposal for the Lake Signage Replacement and Pole Re-Location.....Page 13
 - 7. Consider Approval of Proposal for the Street Signage Replacement.....Page 29
 - 8. Consider Approval of Proposal for the Fence Installation on the North Side of the Southern Entrance Water Feature.....Page 44
 - 9. Announce the Miami-Dade County, Stormwater Management System, New Class V, Permit Requirements
 - 10. Consider Approval of Proposal for Stormwater Management System, Maintenance Services and Reports Pursuant to the Class V, Permit Requirements.....Page 52
 - 11. Update Regarding the Permitting Process for the Removal of Vegetation Near the District Owned Retention Wall Areas
 - 12. Update Regarding Improper Placement of Fill on District Owned Lake Bank behind 19049 SW 80th Court
 - 13. Discussion Regarding Traffic Speeding Complaint Received by the District

J. Old Business

1. Engineering Update Regarding the Phase II Storm Drainage Project

- a. Consider Approval of CO #5 Repairs to Address Stagnant Water at 7616 SW 193 Lane.....Page 57
- b. Consider Approval of CO #6 Pavement Repair at 18871 SW 77 Ct.....Page 59
- c. Consider Approval of CO #7 Striping of the Entrances/Exits.....Page 60

K. Administrative Matters

- 1. Financial Update.....Page 61

L. Board Member and/or Staff Comments/Requests

M. Adjourn



The Beaufort Gazette
 The Belleville News-Democrat
 Bellingham Herald
 Centre Daily Times
 Sun Herald
 Idaho Statesman
 Bradenton Herald
 The Charlotte Observer
 The State
 Ledger-Enquirer

Durham | The Herald-Sun
 Fort Worth Star-Telegram
 The Fresno Bee
 The Island Packet
 The Kansas City Star
 Lexington Herald-Leader
 The Telegraph - Macon
 Merced Sun-Star
 Miami Herald
 El Nuevo Herald

The Modesto Bee
 The Sun News - Myrtle Beach
 Raleigh News & Observer
 Rock Hill | The Herald
 The Sacramento Bee
 San Luis Obispo Tribune
 Tacoma | The News Tribune
 Tri-City Herald
 The Wichita Eagle
 The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
142040	606063	Print Legal Ad-IPL02012860 - IPL0201286		\$844.24	2	48 L

Attention: Laura J. Archer

Cutler Cay Community Development District
 c/o Special District Services, Inc.
 2501A Burns Road
 Palm Beach Gardens, Florida 33410
 LArcher@sdsinc.org

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
 FISCAL YEAR 2024/2025 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Cutler Cay Community Development District will hold Regular Meetings in the Cutler Cay Community Clubhouse located at 7755 SW 192nd Street, Cutler Bay, Florida 33157, at 4:00 p.m. for the following dates:

- November 18, 2024**
- January 13, 2025**
- March 10, 2025**
- April 14, 2025**
- May 12, 2025**
- June 9, 2025**
- August 11, 2025**
- September 8, 2025**

The purpose of these meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922.

From time to time one or two Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that the Supervisors may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure 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 786-347-2711 Ext. 2011 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

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

CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT

www.cutlercaycdd.org
 IPL0201286
 Nov 1 2024

**PUBLISHED DAILY
 MIAMI-DADE-FLORIDA**

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

Before the undersigned authority personally appeared, Mary Castro, who on oath says that he/she is Custodian of Records of the The Miami Herald, a newspaper published in Miami Dade County, Florida, that the attached was published on the publicly accessible website of The Miami Herald or by print in the issues and dates listed below.

1 insertion(s) published on:
 11/01/24

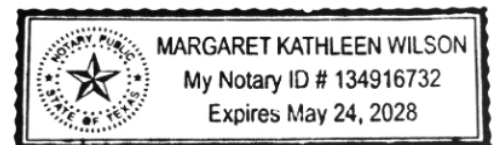
Affiant further says that the said Miami Herald website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Mary Castro

Sworn to and subscribed before me this 1st day of November in the year of 2024

Margaret K. Wilson

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
 Legal document please do not destroy

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 18, 2024**

A. CALL TO ORDER

Mrs. Perez called to order the November 18, 2024, Regular Board Meeting of the Cutler Cay Community Development District (the “District”) at 4:01 p.m. in the Cutler Cay Community Clubhouse located at 7755 SW 192nd Street, Cutler Bay, Florida 33157.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Herald* on November 1, 2024, as part of the District’s Fiscal Year 2024/2025 Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting: Vice Chairman Omar Fonte and Supervisors Leo Corradini, Donna Fishbein (via phone) and Aileen Milian.

Staff in attendance included: District Manager Gloria Perez of Special District Services, Inc.; District Counsel Liza Smoker of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and District Engineers Juan Alvarez and Angel Camacho of Alvarez Engineers, Inc.

Also present were several members of the public.

D. ADDITIONS AND/OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

Ms. Penn Williams requested that the Board consider changing the time of Regular Board Meetings from 4:00 p.m. to 7:00 p.m., noting that this request was being made on behalf of residents. She further requested scheduling a Special Meeting in December because Mr. Collazo may not be able to attend the January meeting due to a scheduling conflict. A discussion ensued and the Board decided to address this request at the end of today’s meeting.

F. ANNOUNCE RESULTS OF GENERAL ELECTION

Mrs. Perez advised that pursuant to the 2024 General Election, Seats #3 and #4, held by Incumbents Christopher T. Musser and Donna Fishbein, were up for election and on the ballot. She furthered with the results of the election and welcomed the newly elected Board Members Alberto Collazo in Seat #3 and Alexandra Penn Williams in Seat #4. Mrs. Perez noted that the Incumbents would remain as holdovers during today’s meeting and/or until the 2nd Tuesday after the election (*tomorrow Tuesday, November 19, 2024*) when the new Board Members can assume the office pursuant to *Florida Statutes, 190.006*.

Mrs. Perez provided Ms. Penn Williams with a Supervisor Welcome Package and advised that the District Oath of Office could be provided as soon as *tomorrow*, Tuesday, November 19, 2024, or at the next scheduled meeting, which is currently scheduled for Monday, January 13, 2025. Mrs. Perez also asked if she would complete the Supervisor Information sheet for District records. Adding that Mr. Collazo and Ms. Penn Williams would be formally seated at the next scheduled meeting after which there would be an Election of Officers.

Mrs. Perez thanked Incumbents Christopher T. Musser and Donna Fishbein and welcomed both Mr. Collazo and Ms. Penn Williams.

Mrs. Perez read a message from Chairman Musser, as he requested:

To my fellow Board Members,

As you know we have two new members elected to serve on this board. So, after 18 years it has come time for me to step down. It's been my honor and a true pleasure to serve with all of you! As they say in the fire department "when you leave you won't miss the circus, but you will miss the clowns!"

I have no doubt that the new members coming onto this board will be a great asset to our community. It is out of respect to them that I refrained from attending this meeting just days before they are to be sworn in.

My thoughts and prayers will be with you all always! Good luck and continue to serve in the excellent manner as you always have.

Your friend and fellow homeowner Chris Musser

G. APPROVAL OF MINUTES

1. June 10, 2024, Public Hearing & Regular Board Meeting

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Fonte and passed unanimously approving the minutes of the June 10, 2024, Public Hearing & Regular Board Meeting, as presented.

Supervisor Fishbein went over her tenure on the Board and thanked everyone for the opportunity to serve the community.

H. NEW BUSINESS

1. Consider Resolution No. 2024-08 – Adopting a Fiscal Year 2023/2024 Amended Budget

Mrs. Perez presented Resolution No. 2024-08, entitled:

RESOLUTION NO. 2024-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez explained, as done every year for administrative and statutory requirements, within 60 days of any given fiscal year end, the Board adopts a revised/amended budget for said year. The fiscal year ended on September 30, 2024. This is the reason it is administrative in nature (past year’s budget for

past year's expenses) and will serve as the Board's final approval/ratification of the District's expenditures for the past fiscal year.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Fonte and unanimously passed adopting Resolution No. 2024-08, as presented.

2. Consider Resolution No. 2024-09 – Adopting Goals and Objectives

Mrs. Perez presented Resolution No. 2024-09, entitled:

RESOLUTION 2024-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez noted that the language in Section 4 had been updated at the request of District Counsel to read *“Upon its passage, this resolution shall become effective nunc pro tunc on October 1, 2024, and shall remain in effect unless rescinded or repealed”* and presented a corrected version for Board consideration.

Ms. Smoker provided an overview of the resolution followed by addressing questions from the audience.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Fonte and passed unanimously adopting Resolution No. 2024-09, as presented.

3. Consider Ratification of The Pressure Cleaning Man Est. 2384

Mrs. Perez advised that this work had been completed.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Fonte and passed unanimously ratifying The Pressure Cleaning Man Est. 2384 dated July 11, 2024 in the amount of \$4,490.00, as presented.

4. Consider Ratification of Archidesign Invoice for Iron Door Repairs

Mrs. Perez advised that this work had been completed.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Fonte and passed unanimously ratifying Archidesign Invoice #1148 dated October 2, 2024, in the amount of \$550.00 for the necessary repairs to the iron door located near the southern entrance water feature, as presented.

5. Consider Ratification of Worldwide Dist. Est. 10595 for Guardhouse Decorative Molding Repair

Mrs. Perez advised that this work had been completed.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Corradini and passed unanimously ratifying Worldwide Dist. Est. No. 10595 dated August 22, 2024, in the amount of \$850.00 for the guardhouse decorative molding repair, as presented.

6. Consider Ratification of Raptor Vac Invoice 85 for Cleaning of Stormwater Management System Structure

Mrs. Perez advised that this work had been completed.

A **MOTION** was made by Supervisor Fonte, seconded by Supervisor Fishbein and passed unanimously ratifying the Raptor Vac Invoice/Proposal No. 85 dated October 18, 2024, in the amount of \$950.00 for the clearing of the stormwater management system structure and two pipelines, as presented.

7. Consider Ratification of Felix Clean Services Proposal for Southern Water Feature Leak Repairs

Mrs. Perez advised that this work had been completed.

A **MOTION** was made by Supervisor Fonte, seconded by Supervisor Milian and passed unanimously ratifying the Felix Clean Services Proposal/Contract dated October 21, 2024, in the amount of \$3,200.00 for the southern water feature leak repairs at four identified locations, as presented.

8. Consider Proposal for Lake Signage and Pole Replacement

This request is twofold: first because the District was notified of crocodile sitings and removals; and second because after heavy rain events the existing signage was at one point under water. Mrs. Perez noted that the language referring to the \$500 fine would need to be removed as the District does not have the ability to enforce it and she had confirmed with association management that they do not enforce the fine.

The Board reviewed the proposals presented in the meeting materials and directed District management to gather alternate proposals specifically from signage companies using a more decorative option and a regular u-channel post for the application for consideration at a future meeting.

9. Update Regarding Improper Placement of Fill on District Owned Lake Bank behind 19049 SW 80th Court

Mrs. Perez advised, pursuant to Mr. Vera's Legal Counsel, Mr. Patino, the District scheduled a conference call that took place on September 6, 2024, via Zoom, at which time Ms. Wald and Mr. Alvarez provided responses and clarification that Mr. Patino was seeking. Mr. Patino stated that he would contact his client and would respond to District Counsel. District Counsel as of yet and pursuant to the most recent inspection of the area of concern, no corrections have been made to date.

Mr. Alvarez noted that work would need to be conducted starting from inside the homeowner's property and authorization would need to be granted. Clarification was provided that the District is not disputing the installation of the palms but is solely disputing the improper grading that has created a steep slope that affects the intent of the work that was recently conducted and could also create a liability for all parties involved.

The Board directed District Counsel to follow-up with the homeowner's Legal Counsel and further directed District management to forward Mr. Alvarez's letter and information to the Association to ensure the buyer is aware of the necessary correction work that needs to be completed.

Further discussion ensued on this matter.

10. Discussion Regarding Methods of Delineation of Lanes at Main Entrance Guardhouse Area

Mrs. Perez reminded the Board that at a previous meeting they had directed District management to remove the delineators from the main entrance guardhouse area, as they were constantly being run over due to the limited space available. The District Engineer was asked to bring a solution other than the delineators or the previously proposed Lena Traffic separators option.

Mr. Camacho advised that the recommended application of RPM's and thermos-plastic markings was already built into the existing project.

District management was asked to have the last of the existing delineators removed.

I. OLD BUSINESS

1. Engineering Update Regarding Phase II Storm Drainage Project

Mr. Camacho advised that this project was currently in the permitting process with reviews underway.

A brief discussion ensued and the Board elected to TABLE this agenda item in order to allow the new Board Member to participate in the consideration of the following Change Orders:

a. Consider CO #5 for Repairs to Address Stagnant Water at 7616 SW 193rd Lane

b. Consider CO #6 Pavement and Speed Hump Restoration Work

Regarding Agenda Item I.1.b., the Board directed District management to verify if this repair was necessary, as the Miami-Water & Sewer Department was actively making corrections throughout the community today and this was one of the areas being addressed.

c. Consider CO #7 Striping of Entrance/Exits

2. Engineering Update Regarding Landshore Priority One Phase One Project

Mrs. Perez noted that this agenda item will be further addressed under Administrative Matters Item J.3 "Accept and Receive Permitting and Lake Shoreline Restoration Priority 1 Phase 1 Completion Certificate."

Mr. Camacho stated that the work had been completed and the permits had been closed out.

J. ADMINISTRATIVE MATTERS

1. Financial Update

Mrs. Perez presented the financials, noting that available funds through September 30, 2024, were \$819,240.70.

A **MOTION** was made by Supervisor Corradini, seconded by Supervisor Fonte and passed unanimously ratifying and approving the financials, as presented.

2. Accept and Receive 2024 Engineer's Report

Mrs. Perez presented the 2024 Engineer's Report, which was provided in the meeting book for Board review.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Fonte and unanimously passed accepting and receiving the District's 2024 Engineer's Report, as presented.

3. Accept and Receive Permitting and Lake Shoreline Restoration Priority 1 Phase 1 Completion Certificate

Mrs. Perez presented the Permitting & Lake Shoreline Restoration Priority I Phase I Completion Certification which was provided in the meeting book for ease of reference. Mrs. Perez noted that it included the maintenance plan that will be given to the maintenance providers, in this case the lake service provider and to the Association who maintain and provides landscaping services. Mrs. Perez recommended an amendment of the service agreements to include the maintenance plan, ensuring that the warranty is conserved and preventing future erosion to the designated area.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Corradini and unanimously passed accepting and receiving the Permitting & Lake Shoreline Restoration Priority I Phase I Completion Certification, as presented.

4. District Counsel Update on 2024 Legislative Session

Mrs. Perez briefly reviewed the update on the 2024 Florida Legislative Session as Ms. Smoker had previously elaborated on the portion related to the Goals and Objectives.

5. District Counsel Supplemental Update to Legislative Session

Mrs. Perez provided a brief overview of the Supplemental Update to the Legislative Session that was presented in the meeting materials, highlighting the newly required anti-human trafficking laws Affidavit.

6. Required Ethics Training Reminder

Mrs. Perez reminded the Board that beginning January 1, 2024, elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts are required to complete four (4) hours of ethics training annually. The training must address, at a minimum, s. 8, Art. II of the Florida Constitution (ethics for public officers and financial disclosure), the Code of Ethics for Public Officers and Employees, and the Florida Public Records Law and Open Meetings laws. Links to training sights are available on the Special District Services' website at www.sdsinc.org by selecting the "Links" tab.

K. BOARD MEMBER/STAFF COMMENTS/REQUESTS

Mrs. Perez advised that during one of the recent visits to the District, Mr. Galvis conducted a routine inspection of the southern entrance water features on the north side where the equipment pit is located. The neighboring homeowner used profanity to stay off his property and intimidated Mr. Galvis with a

dog. For the safety of District and Association Staff as well as contractors and service providers, Mrs. Perez has requested a survey of the area owned by the District to gather pricing for the installation of a fence.

Mr. Alvarez recommended and will provide a plat of the area. He also suggested that the District contact fencing companies that can survey, quote, permit and install the fence instead of waiting for a survey from the engineering team.

A discussion ensued and the direction given by the Board was for District management to request a 6-foot aluminum fence with a bottom rail and middle point to ensure that the dog cannot climb over the fence while Staff and/or service providers are working.

The Board revisited Ms. Penn Williams' request to change the meeting time. The Board decided that the December meeting would not be held as there were no pressing matters that needed to be addressed and asked that District management add to the January meeting agenda the consideration of the meeting time change from 4:00 p.m. to 6:00 p.m.

L. ADJOURNMENT

There being no further business to come before the Board, a MOTION was made by Supervisor Corradini, seconded by Supervisor Fonte and passed unanimously adjourning the meeting at 5:58 p.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairman/Vice Chair

RESOLUTION NO. 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT, REDESIGNATING THE SIGNATORIES OF THE DISTRICT CHECKING ACCOUNT; AND PROVIDING AND EFFECTIVE DATE.

WHEREAS, The Cutler Cay Community Development District ("District") has previously established a District checking account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors of the District redesignates Todd Wodraska, Jason Pierman, Patricia Las Casas, Gloria Perez and _____ to serve as the signatories on the District checking account at Seacoast Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The signature of two of the four signatories named herein will be required on all the District checks tendered from the District checking account as approved.

PASSED, ADOPTED and EFFECTIVE this 13th day of January, 2025.

ATTEST:

**CUTLER CAY
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

RESOLUTION NO. 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT, REDESIGNATING THE SIGNATORIES OF THE DISTRICT CHECKING ACCOUNT; AND PROVIDING AND EFFECTIVE DATE.

WHEREAS, The Cutler Cay Community Development District ("District") has previously established a District checking account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors of the District redesignates Todd Wodraska, Jason Pierman, Patricia Las Casas, Gloria Perez and _____ to serve as the signatories on the District checking account at PNC Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The signature of two of the four signatories named herein will be required on all the District checks tendered from the District checking account as approved.

PASSED, ADOPTED and EFFECTIVE this 13th day of January, 2025.

ATTEST:

**CUTLER CAY
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

RESOLUTION 2025-03

A RESOLUTION OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING MICHAEL J. PAWELCZYK AS THE DISTRICT'S REGISTERED AGENT AND DESIGNATING THE OFFICE OF BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A. AS THE REGISTERED OFFICE

WHEREAS, Section 189.014, Florida Statutes requires that the Cutler Cay Community Development District (the "District") designate a registered office and a registered agent, and further authorizes the District to change its registered office and registered agent, at the discretion of the District Board of Supervisors (the "Board"); and

WHEREAS, the designation of both a registered office and a registered agent is for the purpose of accepting service of process, notice, or demand that is required or permitted by law to be served upon the District; and

WHEREAS, the Board has been informed by the office of District Counsel that there is a need to designate a new registered agent for the District; and

WHEREAS, the Board seeks designate Michael J. Pawelczyk as the registered agent for the District, and update the business address of the registered office of the District, as necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The foregoing recitals are hereby incorporated as findings of fact of the Board.

Section 2. Michael J. Pawelczyk is hereby designated as the registered agent for the District, thereby replacing any previously designated registered agent.

Section 3. The registered office of the District is hereby designated as the office at Billing, Cochran, Lyles, Mauro & Ramsey, P.A., 515 East Las Olas Boulevard, Suite 600, Fort Lauderdale, Florida 33301. The registered office is identical to the business address of the registered agent designated in Section 2 of this Resolution.

Section 4. Pursuant to the requirements of Section 189.014(2), Florida Statutes, the District's Secretary shall transmit copies of this Resolution to the local governing authority or authorities and to the Florida Department of Economic Opportunity.

Section 5. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

Section 6. If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 7. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED THIS 13 DAY OF JANUARY, 2025.

**CUTLER CAY
COMMUNITY DEVELOPMENT DISTRICT**

ATTEST:

Print name: _____
Secretary/Assistant Secretary

Print name: _____
Chair/Vice-Chair, Board of Supervisors

<p>Cutler Cay CDD</p> <p>Replace and Relocate Lake Bank Caution Signage</p>	
<p><i>Customized Signs</i></p>	
<p>Fast Signs</p>	<p>Signs to Go</p>
	<p><i>Company typically used by the HOA for the signage in the community.</i></p>
<p>Design and supply thirteen (13) 12"x24", and thirteen (13) 12"x18" customized caution signs (using provided community logo, colors and fonts).</p> <p>Wording, colors, fonts and samples shown in the enclosed pages.</p>	
<p>\$1,201.72</p>	<p>\$1,686.75</p>

<p>Cutler Cay CDD</p> <p>Replace and Relocate Lake Bank Caution Signage</p>		
<p><i>Posts Supply and Installation</i></p>		
<p>Headley Construction Group</p>	<p>Raptor Vac Systems</p>	<p>Southern Asphalt Engineering</p>
<p>Remove and dispose the existing eleven (11) sign posts.</p> <p>Supply and install thirteen (13) Green U-Channel Posts for the designated locations (height and deep as instructed by the District Engineers), and attach newly provided signs.</p>		
<p>\$4,875.00</p>	<p>\$6,500.00</p>	<p>\$3,345.00</p>

- Cutler Cay Logo – To be used on the new customized signs:

Cutler Cay

- Sample Sign – For reference on Color and Font:



- Reference Signs: For reference on wording:

DANGER

**ALLIGATORS
AND SNAKES
IN AREA**

**STAY AWAY
FROM THE WATER**

**DO NOT FEED
THE WILDLIFE**

**NO
BOATING
FISHING
SWIMMING**

**BEWARE OF
WILDLIFE**

Locations:



email: 542@fastsigns.com or fastsigns.com/542

Created Date: 12/17/2024

DESCRIPTION: Cutler Cay Signage

Bill To: Cutler Cay CDD
TBD
Cutler Bay, FL 33157

Pickup At: FASTSIGNS of Cutler Bay, FL
TBD
Cutler Bay, FL 33157

Requested By: Ronald Galvis
Email: rGalvis@sdsinc.org
Tax ID: 85-8015752668C-7

Salesperson: Gregory Frye
Email: fastsigns.542@fastsigns.com
Work Phone: 3052320259

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	12" x 24" CC Signs - Quantity 13 * Does not include installation.	13	\$52.8415	\$686.94
2	12" x 18" CC Signs - Quantity 13 * Does not include installation.	13	\$34.1962	\$444.55
3	Artwork set-up/layout - Copy, text layout and set-up * logo/graphic re-creation or editing may require additional design cost	1	\$70.23	\$70.23

* All estimates are valid for 30 days. Estimates beyond 30 days are subject to revision.

Subtotal:	\$1,201.72
Taxes:	\$0.00
Grand Total:	\$1,201.72
Deposit Required:	\$1,201.72

** All custom orders are non-refundable.

Signature: _____ **Date:** _____

New label

Fed. ID No. 65-0184545
Signs To Go, Inc.
11626 N. Kendall Dr.
Miami, FL 33176
305-595-5025
Signstogo5@aol.com

Estimate

Number E116

Date 12/18/2024

Bill To

Cutler Cay CDD
c/o Special Services District
2501 Burns Rd. suite A
PB Gardens, FL 33410

Ship To

PO Number

Customer #

Ronald 786-503-1633

Description	Quantity	Price/Rate	Amount
12" x 18" HG Alum. Signs	13	\$58.80	\$764.40
"Colors and wording as per email"			
12" x 24" HG Alum. Signs	13	\$70.95	\$922.35
"Colors and wording as per email"			

Amount Paid \$0.00

Amount Due \$1,686.75

Shipping Cost \$0.00

Sub Total \$1,686.75

Sales Tax 7.00% on \$0.00 \$0.00

Total \$1,686.75

Headley Construction Group Inc

8240 SW 186th ST
Cutler Bay, FL 33157 USA
+13056131490
thomas@headleycg.com



Estimate

ADDRESS
CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
7755 SW 192ND ST
CUTLER BAY, FL 33157

ESTIMATE 1585
DATE 12/17/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
		Project; Cutler Cay Lakes Signage			
		Scope of Work			
	Signs & Markings	1. Removal and disposal of existing signs and posts (Qty. 11)	13	375.00	4,875.00
		2. Excavation / Disposal to -4" for sign installation (Qty. 13)			
		3. Installation of signs as proposed by the engineer (Qty. 13)			
		Notes; - 30 Day Terms - No permitting included			

		SUBTOTAL			4,875.00
		TAX			0.00

		TOTAL			\$4,875.00

Accepted By

Accepted Date



PROPOSAL

4122 NE 22nd Court, Homestead, FL 33033
Tel 786-694-0709
E-mail: operations@raptorvac.com

STORMWATER MANAGEMENT AREA SIGNAGE

PROPOSAL SUBMITTED TO: Cutler Cay CDD % SDS, Inc.	PROJECT NAME: Cutler Cay CDD
BUSINESS ADDRESS: 2501A Burns Road, Palm Beach Gardens, FL	PROJECT LOCATION: Thirteen (13) lake locations
CONTACT: Mr. Ronald Galvis	DATE: December 19, 2024

We hereby propose to furnish all labor and equipment to complete the work outlined in this proposal in accordance with the Scope of Work listed below.

SCOPE OF WORK: All labor, equipment and materials to install thirteen (13) new signs and posts in accordance with plans and specifications provided by management. Remove and dispose of eleven (11) existing posts.

COST: We propose to conduct this work in accordance with the above Scope of Work for the sum of \$6,500.00

Six Thousand Five Hundred Dollars and 00/100 Cents

TERMS: Net 30

ACCEPTANCE: Client hereby accepts and agrees to the terms, Scope of Work, and all other conditions and specifications hereinabove. Raptor Vac Systems is authorized to perform the work. Payment shall be made in accordance with the provisions contained hereinabove.

Accepted by:

Authorized Representative's Signature

Date of Acceptance

New Signs Installation Proposal

Special District Services, Inc.

Ronald Galvis

Project:

Cutler Cay HOA

7755 SW 192nd St. (Ref. Address Only)
Cutler Bay, Florida 33157



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!

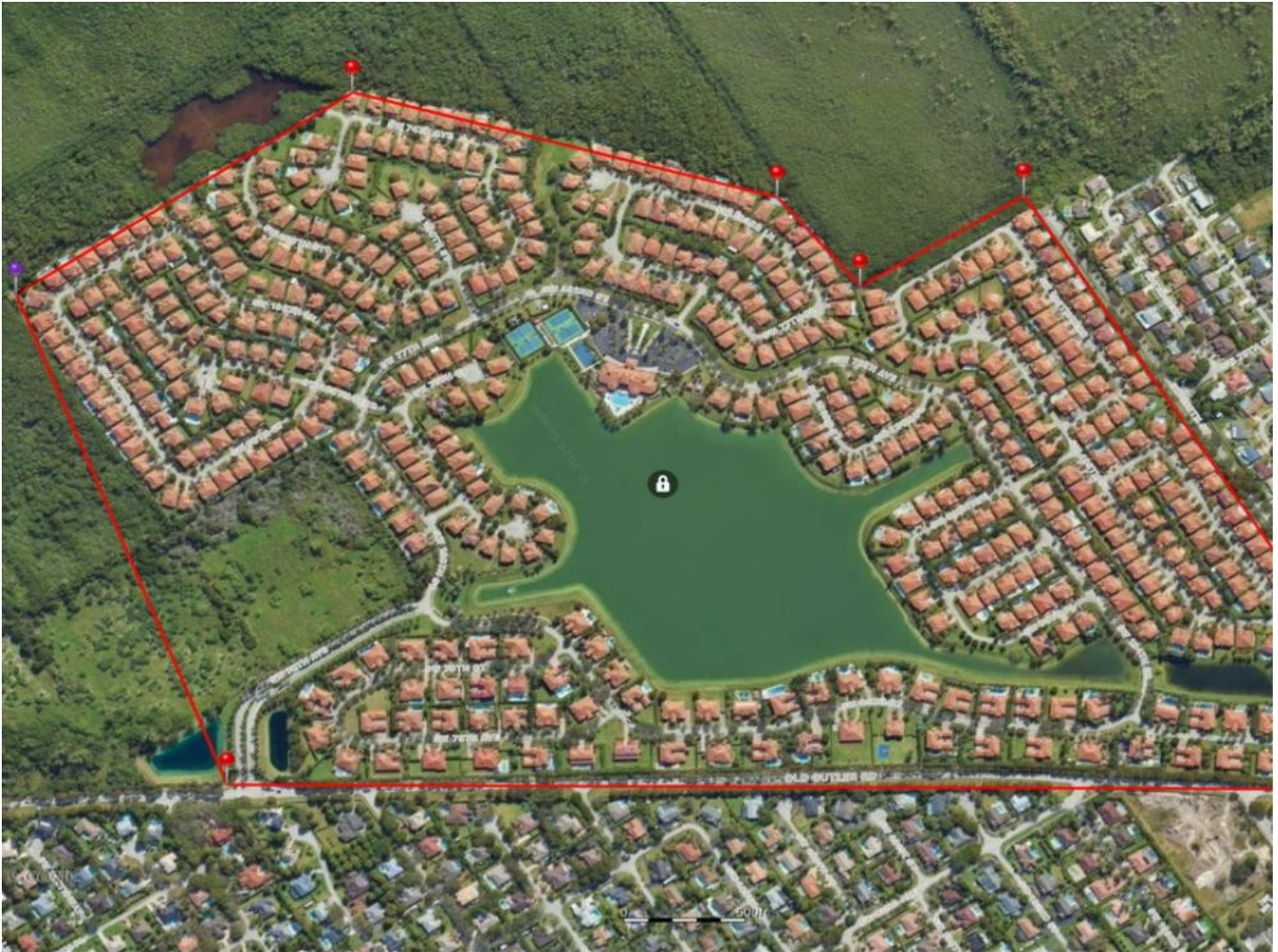
Southern Asphalt Engineering, Inc. has proudly served South Florida since 1998. We are a full service Asphalt Pavement, Restoration, and Maintenance Contractor which provide a wide range of services, including Design, Construction, and Maintenance services for Commercial, Industrial, & Professionally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

We submit the following proposal detailing the requested scope of work we propose to perform for your consideration. Please feel free to contact us at any time should you have any questions in relation to the provided proposal.

Traffic Sign Installation (Engineering Grade)

1. **Supply and Installation of (13) Green U Channel Traffic Post(s) and installation of (13) Custom Signs to be Supplied / Provided by Others.**
2. Removal of 11 currently existing signs, Existing No Boating Fishing Swimming traffic signs will be removed and re-installed on newly installed posts.
3. Excavating of post hole for placement of traffic post min. 18" in depth.
4. Supply and placement of concrete mix for base of required post(s).
5. Installation of engineering grade u channel sign posts.
6. Relocation of sprinkler lines and known service lines closely adjoining areas of proposed work area are to be relocated or removed by others prior to the commencement of work.

Map: Cutler Cay Aerial Ref. Map



Notes:

Price Breakdown: Cutler Cay HOA

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

This proposal originated on December 04, 2024. **Job Number:** 2024-050873

Item	Description	Cost
1.	Traffic Sign Installation (Engineering Grade)	Included
Total:		\$3,345.00

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.

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.

100% Upon Completion.

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

Date: _____



Ronald Galvis | New Signs Installation Proposal
Special District Services, Inc.
2501 Burns Rd suite a
Palm Beach Gardens, Florida 33410
rgalvis@sdsinc.org
C: 786-503-1633
O: 786-503-1633

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 not 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.

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](#)

Cutler Cay CDD
Street/Traffic Signage Maintenance

Elite Innovations	Headley Construction Group	Raptor Vac Systems	Southern Asphalt Engineering
<p>Supply and Install four (4) green u-channel posts to comply with Florida DOT and Miami-Dade County height specs.</p> <p style="text-align: center;">Details as indicated are provided in the enclosed report.</p>			
\$3,380.00	\$1,000.00	\$2,900.00	\$1,245.00

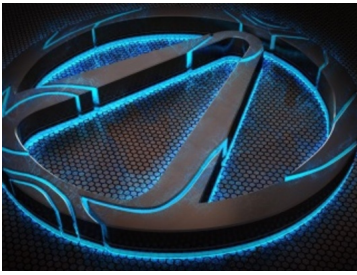
Cutler Cay CDD
Street/Traffic Signage Inspection Report

Picture	Exact Location	Report
	<p style="text-align: center;">Corner of SW 78th AV & SW 195th TER</p>	<p style="text-align: center;">Street/Traffic Sign Post needs to be replaced it does not comply with the height requirements pursuant to the Miami- Dade County & Florida DOT specs.</p>
	<p style="text-align: center;">Corner of SW 79th AV & SW 194th ST</p>	<p style="text-align: center;">Street/Traffic Sign Post needs to be replaced it does not comply with the height requirements pursuant to the Miami- Dade County & Florida DOT specs.</p>
	<p style="text-align: center;">Corner of SW 76th AV & SW 189th ST</p>	<p style="text-align: center;">Street/Traffic Sign Post needs to be replaced it does not comply with the height requirements pursuant to the Miami- Dade County & Florida DOT specs.</p>



(Southern Exit)
Corner of Old
Cutler Rd &
& SW 195th TER

Street/Traffic Sign Post
needs to be replaced it
does not comply with the
height requirements
pursuant to the Miami-
Dade County & Florida DOT
specs.



ESTIMATE

ELITE INNOVATIONS & SOLUTIONS LLC
12426 EMERALD CREEK CT
PLANTATION, Florida 33325
United States

BILL TO
CUTLER CAY COMMUNITY
DEVELOPMENT DISTRICT DATE
7755 SW 192ND ST
CUTLER BAY, Florida 33157
United States

Estimate Number: E- 2815

Estimate Date: January 6, 2025

Valid Until: February 5, 2025

Estimate Total (USD): **\$3,380.00**

Items	Quantity	Price	Amount
SIGNS & MARKINGS SERVICES SIGNS POSTS REPLACEMENT (4)	4	\$845.00	\$3,380.00
Removal and disposal of existing posts			
Install new street sign posts			
Re-Installation of existing signs			
No permitting included			

Total: \$3,380.00

Estimate Total (USD): **\$3,380.00**

Headley Construction Group Inc

8240 SW 186th ST
Cutler Bay, FL 33157 USA
+13056131490
thomas@headleycg.com



Estimate

ADDRESS
CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
7755 SW 192ND ST
CUTLER BAY, FL 33157

ESTIMATE 1587
DATE 12/19/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
		Project; CC Street-Stop Signs Posts Replacement			
		Scope of Work			
	Signs & Markings	1. Removal and disposal of existing posts (Qty. 4)	4	250.00	1,000.00
		2. Install new street sign posts (Qty. 4)			
		3. Re-Installation of existing signs (Qty. 4)			
		Notes; - 30 Day Terms - No permitting included			

SUBTOTAL	1,000.00
TAX	0.00
TOTAL	\$1,000.00

Accepted By

Accepted Date



PROPOSAL

4122 NE 22nd Court, Homestead, FL 33033
Tel 786-694-0709
E-mail: operations@raptorvac.com

STREET AREA SIGNAGE

PROPOSAL SUBMITTED TO: Cutler Cay CDD % SDS, Inc.	PROJECT NAME: Cutler Cay CDD
BUSINESS ADDRESS: 2501A Burns Road, Palm Beach Gardens, FL	PROJECT LOCATION: Four (4) street signs
CONTACT: Mr. Ronald Galvis	DATE: December 19, 2024

We hereby propose to furnish all labor and equipment to complete the work outlined in this proposal in accordance with the Scope of Work listed below.

SCOPE OF WORK: All labor, equipment and materials to remove four (4) existing posts and reinstalling posts and existing signage to proper height .

COST: We propose to conduct this work in accordance with the above Scope of Work for the sum of \$2,900.00.

Two Thousand Nine Hundred Dollars and 00/100 Cents

TERMS: Net 30

ACCEPTANCE: Client hereby accepts and agrees to the terms, Scope of Work, and all other conditions and specifications hereinabove. Raptor Vac Systems is authorized to perform the work. Payment shall be made in accordance with the provisions contained hereinabove.

Accepted by:

Authorized Representative's Signature

Date of Acceptance

New Sign Posts Proposal

Special District Services, Inc.

Ronald Galvis

Project:

Cutler Cay CDD

7755 SW 192 Street
Cutler Bay, Florida 33157



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 submit the following proposal detailing the requested scope of work we propose to perform for your consideration. Please feel free to contact us at any time should you have any questions in relation to the provided proposal.

D.O.T. Traffic Sign Installation

1. **Supply and Installation of (4) D.O.T. rated Galvanized Traffic Post(s) and (4) and Reinstallation of the existing four (4) 36" Stop Sign Traffic Sign(s).**
2. Excavating of post hole for placement of traffic post min. 18" in depth.
3. Supply and placement of concrete mix for base of required post(s).
4. Installation of required galvanized breakaway safety brackets and hardware.
5. Installation of D.O.T. rated 3 pound galvanized u channel sign posts.
6. Re-Installation of existing (4)
7. Relocation of sprinkler lines and known service lines closely adjoining areas of proposed work area are to be relocated or removed by others prior to the commencement of work.

Map: SDS Cutler Cay



Notes:

Cutler Cay CDD

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

This proposal originated on January 06, 2025. **Job Number:** 2024-050934

Item	Description	Cost
1.	D.O.T. Traffic Sign Installation	Included
Total:		\$1,245.00

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.

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.

100% Upon Completion.

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

Date: _____



Ronald Galvis | New Signs Installation Proposal
Special District Services, Inc.
2501 Burns Rd suite a
Palm Beach Gardens, Florida 33410
rgalvis@sdsinc.org
C: 786-503-1633
O: 786-503-1633

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.

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](#)

Cutler Cay CDD

New Aluminum Fence Installation - Behind Southern Entry Water Feature

Shekinah Fence Services	South Florida Fabrication & Fencing	Suarez & Fence Service
<i>Company used by SDS in other Districts</i>	<i>Company used and referred by the Town of Cutler Bay</i>	<i>Company used and referred by the HOA</i>
<p>Build and Install a 6' aluminum fence (with a 48" privacy panel) to divide the District Owned and maintained area from the neighboring property. Said area is located on the North side of the South Entrance Water Feature that houses the water feature equipment pit and pumps.</p> <p>Bronze aluminum fence will keep uniformity with the HOA recommended finishes & design.</p>		
\$14,386.35	\$13,620.00	\$17,100.00
<p>Prices include the necessary survey and permit processing fees.</p> <p>Prices exclude the permit fees.</p>		<p>Price includes the necessary survey, permit processing fees, and permit fees.</p>
Payment in full upon completion.	50% Deposit required.	





SHEKINAH FENCE SERVICES LLC



Estimate

LIC #20BS00378
 shekinahfence@gmail.com
 SHEKINAHFENCESERVICESLLC.COM
 786-339-6754

Estimate No: 6523
 Date: 11/20/2024

For: CUTLER CAY CDD 2501 A Burns Rd.
 Palm Beach Gardens FL
 rgalvis@sdsinc.org, Gperez@sdsinc.org
 cutler bay fl 33157
 (786) 413-7150

Description	Quantity	Rate	Amount
FABRICATION AND INSTALLATION OF 161' FEET OF ALUMINUM FENCE STYLE (PRESSED SPEAR) 6' TALL BRONCE COLOR PRIVACY BOARD 4' HIGH X 161' LONG POST 3X3 PICKET 1X1 HORIZONTAL 2X1 NEW LOCK ON EXISTING GATE	1	\$13,270.00	\$13,270.00
NEW SURVEY	1	\$600.00	\$600.00
DRAWING COST	1	\$276.35	\$276.35
PROCESS THE PERMIT	1	\$240.00	\$240.00
BUILDING DEPARTMENT FEES (TAXES) NOT INCLUDED	1	\$0.00	\$0.00

Subtotal	\$14,386.35
TAX 0%	\$0.00
Total	\$14,386.35

Total \$14,386.35

Comments

PAYMENT TERMS :
 PAYMENT TERMS :
 ZELLE PAYMENT TO : 954-709-9761
 ACH PAYMENT INFORMATION IS INCLUDED
 PAYMENT IN FULL WHEN FENCE INSTALLATION IS COMPLETE

Terms and Conditions

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATION AND CONDITION ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZING TO DO THE WORK AS SPECIFIED. PAYMENTS WILL BE MADE AS UNDERLINED ABOVE.

QUOTE IS ONLY VALID FOR 15 DAYS

STAFF MEMBERS ARE NOT RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND PIPE'S, LINE'S AND CABLE'S.

SHEKINAH FENCE
SERVICES LLC

Client's signature



8260 SW 184th St
 Cutler Bay, FL 33157
 +13052335333
 tony@southfloridafencing.com
 www.southfloridafencing.com



Estimate

ADDRESS

Cutler Cay CDD
 7755 SW 192nd Street
 CUTLER BAY, FL 33157

ESTIMATE # 7408

DATE 11/28/2024

ACTIVITY	QTY	RATE	AMOUNT
Aluminum Fence FURNISH AND INSTALL 6' TALL X 161' LF OF ALUMINUM PICKET FENCE WITH 4' TALL PRIVACY PANEL AT BOTTOM OF FENCE. POWDER COATED IN BLACK, BRONZE. OR WHITE. INSTALL NEW DEAD BOLT AND DOOR KNOB TO EXISTING GATE. 3X3 POST 1X2 TOP AND BOTTOM 1X1 VERTICAL MEMBERS	1	12,075.00	12,075.00
PERMITS Building Permits (ESTIMATE ONLY)	1	395.00	395.00
PERMIT RUNNER PERMIT RUNNER	1	250.00	250.00
NOC NOC FILING SURVEY IS NOT INCLUDED NEED TO CONTACT A PROFESSIONAL SURVEYOR FOR PRICING. ERNESTO 305-298-1269	1	50.00	50.00
SURVEY SURVEY FOR THE AREA WHERE THE FENCE WILL BE INSTALLED	1	850.00	850.00

PAYMENT TERMS:

TOTAL

\$13,620.00

50% DEPOSIT AT SIGNING
 BALANCE DUE ON INSTALLATION DAY.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATION AND CONDITION ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZING TO DO THE WORK AS SPECIFIED.

PAYMENTS WILL BE MADE AS UNDERLINED ABOVE.

QUOTE IS ONLY VALID FOR 5 DAYS

SFFF IS NOT RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND PIPE'S, LINE'S AND CABLE'S. **Page 49**

LICENSED & INSURED
LIC# 13BS00086

Accepted By

Accepted Date

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATION AND CONDITION ARE SATISFACTORY AND ARE
HEREBY ACCEPTED. YOU ARE AUTHORIZING TO DO THE WORK AS SPECIFIED.

PAYMENTS WILL BE MADE AS UNDERLINED ABOVE.

QUOTE IS ONLY VALID FOR 5 DAYS

SFFF IS NOT RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND PIPE'S, LINE'S AND CABLE'S. **Page 50**



Suarez & Fence Service Corp.

1723 W 37 St. #12 • Hialeah, FL 33012

Phone: 954.235.5599

Fax: 305.822.0973

Email: suarezfence@att.net

LIC# 09BS00246

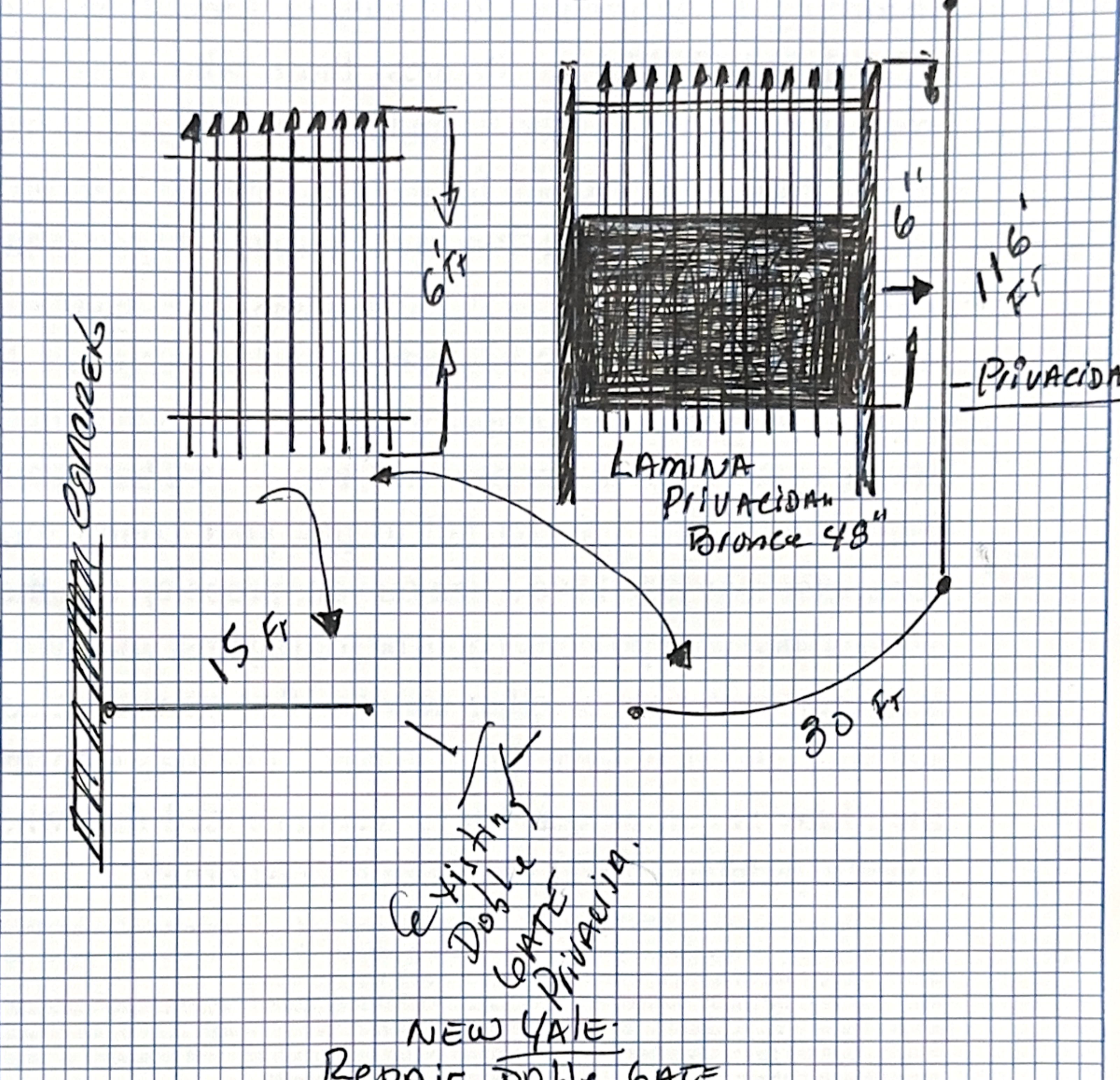
CONTRACT

CUSTOMER'S NAME Cutler Cay CDD		DATE 11/19/24	
STREET 19528 SW 90 CT		CITY Cutler Bay	STATE FL
HOME PHONE 786-503-1633	CELL PHONE	FAX #	BUSINESS PHONE

CHAIN LINK FENCE TO BE INSTALLED AT: **"Ronald Galuis" rgaluis@sdsinc.org**
concrete

Overall Length	Overall Height
Gauge C/L Wire	Fabric Color
Barb Wire	K Up B Up
Frame Color	Term./Corner Posts
Line Posts	Line Post Space
Top Rail	Walk Gate
Razor Wire	D. Drive/Roll Gate
Gate Post	Wall Mount
Sea Fans	Tension Wire

Overall Length	Overall Height
Style Fence	Post Inc.
Good Side In (GSI)	Good Side Out (GSO)
1 x 2 Strips	2 x 2 Strips
IN OUT	IN OUT
Wood Type of Boards	Board Size
Board Spacing	Dog Eared
	YES NO
P.T. Pine Posts	Post Spacing
P.T. Pine Stringers	Steel Gate Frame(s)
	Galv Vinyl
Walk Gates	Double Drive Gates
W. Gate Post	D. Gate Post
	# Shoot Ons
	Fenials
	Drive Gate
	Walk Gate



AUGER ACCESS Y N Part FT. ACC. TEMP FENCE Y N FT. HT. SELF CLOSER(S): Y N TYPE:

PRICE INCLUDES ADDITIONAL CHARGE FOR DIRT PILE REMOVAL. Yes No INITIALS REQUIRED: CUSTOMER SALES REP. **SF**

FENCE LINE VISUALLY CONFLICTS WITH EXISTING SPRINKLERS Y N INITIALS REQUIRED: CUSTOMER SALES REP. **SF**

PROPERTY PINS FOUND Rl. F. Rl. R. Lt. F. Lt. R. Other CUSTOMER TO CLEAR FENCE LINE Y N

CORE DRILLS WATER: Y N HOSE REQ. ELECTRIC Y N CORD REQ. ASPHALT Y N

TAKE DOWN EXIST. Yes No Part TYPE/FOOTAGE: HAUL AWAY: Yes No

CONCRETE FOOTING X HOMEOWNER'S ASSOC. LETTER REQ: PRIOR TO PERMIT PRIOR TO INSTALLATION

SPECIAL INSTRUCTIONS
 Este presupuesto si incluye costo de Permiso y el costo del survey nuevo. TRABAJO TERMINADO

Manufacturer	Style	Steel	Aluminum
SF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Alum
Overall Length	Overall Height	Picket Size	Picket Spacing
161	6	1"	3 3/4
Line/Term Post	Post Spacing	Walk Gate	W. Gate Post
3x3	6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Fence Color	Options	Drive Gate	D. Gate Post
Bronce	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

OPTION "B"	PROPOSAL/CONTRACT SALE PRICE	OPTION "A"
CONTRACT PRICE		15,600.00
Costo. PERMIT y survey		1,500.00
TOTAL		17,100.00
LESS DEPOSIT		3,550.00
BALANCE DUE UPON COMPLETION		

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawing any alteration or deviation from the above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate SEE REVERSE SIDE FOR INFORMATION

CUSTOMER'S SIGNATURE
 Upon signing by purchaser, this become a binding contract
 SALES REP. **SANTIAGO SUAREZ**

APPROVED AND ACCEPTED DATE _____

Cutler Cay CDD
Storm Drainage System Maintenance

Americlean

Raptor Vac Systems

Perform the Regular Cleaning of the Storm Drainage System in the community including (but not limited to) the Catch Basins/Structures cleaning, Linear Foot Pipelines cleaning, and Baffles (all on "as needed" basis).

Issue and qualify the "Class V" permit with Miami-Dade County DERM, and submit the required quarterly reports.

Structure Cleaning (Per Unit):

\$100.00

*A minimum of 10 structures per visit will be charged.

Structure Cleaning (Per Unit):

\$110.00

Pipeline Cleaning (Per Linear Foot):

\$3.00

Pipeline Cleaning (Per Linear Foot):

12" Pipe: \$1.50 (Max)

15" Pipe: \$2.25 (Max)

18" Pipe: \$2.50 (Max)

Baffle Replacement (If applicable):

\$575.00

Baffle Replacement (If applicable):

\$500.00

<p>Class V Permit:</p> <p>\$3,500.00 Including DERM Permit Fee</p>	<p>Class V Permit:</p> <p>\$0.00 Excluding DERM Permit Fee, to be payable directly to DERM.</p>
<p>Class V Permit Quarterly Reports (per Report):</p> <p>\$250.00</p>	<p>Class V Permit Quarterly Reports (per Report):</p> <p>\$0.00</p>
<p><i>Number of Structures and Pipelines to be cleaned, are to be determined throughout the year, as a result of the regular inspections performed by Field Operations Team.</i></p>	
<p><i>Other companies, such as AtoZ and Flotech, were asked to provide a quote for this project, but as of 1-6-2025 (posting date), those proposals have not been received. If provided before the date of the District's meeting (January 13th, 2025) they will be provided via "hand-out".</i></p>	



PO Box 560951 Miami, FL 33256 Phone (305) 270-3233 Fax (305) 259-4214

January 6, 2025

Cutler Cay
Old Cutler Road & SW 187 St
Cutler bay, FL 33189
ATTN: Ronald Galvis

STORM DRAIN CLEANING

363 Drainage Structures

Vacuum pump truck to remove debris from each drain and pit.
Pressure jet clean drains pit walls and bottom.
Sewer jet cleans laterals.

All work is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Total Cost for Storm Drain System Cleaning (363 Drains – Charge per Unit):	\$ 100.00 *
* (\$100.00 per unit – with a minimum charge of \$1000.00 [10 units] per visit)	
Total Cost for Storm Pipe Cleaning (Per Linear Foot):	\$ 3.00
Total Cost for Baffle Replacement (Per Unit):	\$ 575.00
Total Cost for 365 Day Permit (Including DERM Permit Fee):	\$ 3,500.00
Total Cost for Quarterly Reporting(\$250.00/Quarter):	\$ 1,000.00

With payment to be made at: Terms: 30% Upon Acceptance and 70% Upon Completion.

Exclusions: professional divers, dewatering, pipe plugging, confined space manhole entry, MOT Permitting, Major MOT Set-up's, Hydrant meter access, Repairs, Root removal, soft digging, lift station cleaning/inspection, Cured in Place Pipe, laser profiling, major dewatering, additional permit fees as required by DERM

Any alteration or deviation from above specifications involving extra costs 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.

Sincerely submitted,

Oscar Vincas

ACCEPTANCE OF PROPOSAL

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

Signature: _____ Date: _____

Note: Proposal may be withdrawn by us if not accepted within 30 days.



PROPOSAL

4122 NE 22nd Court, Homestead, FL 33033
Tel 786-694-0709
E-mail: operations@raptorvac.com

STORMWATER DRAIN MAINTENANCE

PROPOSAL SUBMITTED TO: Cutler Cay CDD % SDS, Inc.	PROJECT NAME: Cutler Cay CDD
BUSINESS ADDRESS: 2501A Burns Road, Palm Beach Gardens, FL	PROJECT LOCATION: 7755 SW 192nd St, Cutler Bay, FL 33157
CONTACT: Mr. Ronald Galvis	DATE: January 2, 2025

We hereby propose to furnish all labor and equipment to complete the work outlined in this proposal in accordance with the Scope of Work listed below.

SCOPE OF WORK: All labor, equipment and materials to complete work in accordance with pricing in Price Sheet.

COST: We propose to conduct this work in accordance with the above Scope of Work for the sum of \$_____

\$ _____

ACCEPTANCE: Client hereby accepts and agrees to the terms, Scope of Work, and all other conditions and specifications hereinabove. Raptor Vac Systems is authorized to perform the work. Payment shall be made in accordance with the provisions contained hereinabove.

Accepted by:

Authorized Representative's Signature

Date of Acceptance

Raptor Vac-Systems			
Price Sheet			
Cutler Cay Community Development District			
Improvement/Item Type		Unit Price	
Catch Basin/Manhole Cleaning		\$110.00	
Baffle Removal/Reinstall		\$150.00	
Pneumatic plug Install/Removal (12" to 24" plug included, larger sizes, same install rate plus rental price).		\$150.00	
Baffle Replacement (New one, Install Included)		\$500.00	
3" Water Pump and Hoses (Daily)		\$250.00	
Truck Load (Disposal tickets to be provided)		\$200.00	
Mobilization (Daily)		\$300.00	
Dewatering Storm Drain Filter		\$150.00	
Support Pick Up Truck (Daily)		\$100.00	
6" Vacuum Hose for Open Space Area Structures (Daily)		\$200.00	
Pipeline Improvements Cleaning		Price per Linear Foot	
Description	Light	Medium	Heavy
12" Pipe Cleaning	\$1.00	\$1.25	\$1.50
15" Pipe Cleaning	\$1.00	\$1.25	\$2.25
18" Pipe Cleaning	\$1.00	\$1.75	\$2.50
Pipeline Improvement CCTV Inspection		Price per Linear Foot	
All size(s) Pipeline		\$1.15	
Mobilization (Daily)		\$250.00	
Permitting		Price	
Class V Permit Running		\$0.00	
Class V Permit Cost		Refer to Miami Dade County Pricing	
Quarterly Reports Completion and Submission		\$0.00	

Note: All Miami Dade County Costs to be paid by District. Submittal and processing to be conducted by Raptor Vac as courtesy to District.

Headley Construction Group Inc

8240 SW 186th ST
Cutler Bay, FL 33157 USA
+13056131490
thomas@headleycg.com



Estimate

ADDRESS
CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
7755 SW 192ND ST
CUTLER BAY, FL 33157

ESTIMATE 1549
DATE 09/18/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
		Project; Change Order #5 - CC Stagnant water 7616 SW 193 Lane			
		Scope of work			
	Drainage	1. PERFORM CLEARING AND GRUBBING OF THE TRENCH SECTION. 2. EXCAVATE EXISTING MATERIAL UP TO THE REQUIRED DEPTH; 15' BELOW EDGE OF PAVEMENT ELEVATION. 3. INSTALL FRENCH DRAIN (SEE DETAIL). 4. INSTALL DRAIN BASIN PER MANUFACTURER SPECIFICATIONS (SEE DETAIL). 5. CAST CONCRETE APRON PER MANUFACTURER SPECIFICATIONS (SEE DETAIL), ASSURING GRATE ELEVATION TO BE 3" BELOW EDGE OF PAVEMENT ELEVATION. 6. MAINTAIN TRAFFIC IN ACCORDANCE WITH MIAMI-DADE COUNTY PUBLIC WORKS MANUAL PART 1.	1	14,750.00	14,750.00
	Asphalt Mill & Resurface	7. PERFORM VARIABLE MILLING OF 3/4" AND PAVE AVERAGE 1" ASPHALT OVERBUILD FOR SLOPE CORRECTION 8. CLEAN THE SITE AFTER THE WORK IS OVER.	1	2,800.00	2,800.00

SUBTOTAL	17,550.00
TAX	0.00

TOTAL

\$17,550.00

Accepted By

Accepted Date

Headley Construction Group Inc

8240 SW 186th ST
Cutler Bay, FL 33157 USA
+13056131490
thomas@headleycg.com



Estimate

ADDRESS
CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
7755 SW 192ND ST
CUTLER BAY, FL 33157

ESTIMATE 1550
DATE 09/18/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
		Project; Change Order #6 - Pavement Restoration Cutler Cay			0.00
	Asphalt Mill & Resurface	Scope of work - Fixing damaged asphalt pavement in front of Residence 18871 SW 77 CT	1	1,800.00	1,800.00
		1. Asphalt Milling / Cleanup of asphalt area (20' x 4 ')			
		2. Asphalt Paving at 1" depth of SP-9.5 Mix (20' x 4')			
		3. Cleaning of worksite once completed			

		SUBTOTAL			1,800.00
		TAX			0.00

		TOTAL			\$1,800.00

Accepted By

Accepted Date

Headley Construction Group Inc

8240 SW 186th ST
 Cutler Bay, FL 33157 USA
 +13056131490
 thomas@headleycg.com



Estimate

ADDRESS
 CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
 7755 SW 192ND ST
 CUTLER BAY, FL 33157

ESTIMATE 1551
 DATE 09/18/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
		Project; Change Order #7 - Striping Restoration Cutler Cay			
		Scope of Work - Main Entrance			
	Signs & Markings	1. Thermoplastic, 6" Wide, White/Yellow Solid Lane (3720 LF)	3,720	2.25	8,370.00
	Signs & Markings	2. Thermoplastic, 6" Wide, White Skips (10' X 30')	150	2.25	337.50
	Signs & Markings	3. Thermoplastic, Directional Traffic Arrow (Qty. 15)	15	135.00	2,025.00
	Signs & Markings	4. Thermoplastic, 24" Wide, White Stop Bar (Qty. 3)	3	90.00	270.00
		Scope of Work - South Gate Entrance			
	Signs & Markings	5. Thermoplastic, 6" Wide, Double Yellow Solid Lane (200 LF)	200	3.00	600.00
	Signs & Markings	6. Provide & Install (YY) Reflective Paving Market (Qty. 12)	12	9.00	108.00
SUBTOTAL					11,710.50
TAX					0.00
TOTAL					\$11,710.50

Accepted By

Accepted Date

Cutler Cay
Community Development District

**Financial Report For
December 2024**

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
DECEMBER 2024**

	Annual Budget 10/1/24 - 9/30/25	Actual Dec-24	Year To Date Actual 10/1/24 - 12/31/24
REVENUES			
Administrative Assessments	111,781	65,745	65,745
Maintenance Assessments	721,164	424,133	424,133
Debt Assessments - 2021 Refunding	773,141	454,739	454,739
Other Revenue	0	0	0
Interest Income	1,200	0	0
Total Revenues	\$ 1,607,286	\$ 944,617	\$ 944,617
ADMINISTRATIVE EXPENDITURES			
Supervisor Fees	7,000	0	800
Payroll Taxes (Employer)	560	0	61
Management	33,348	2,779	8,337
Secretarial	4,200	350	1,050
Legal	20,000	0	2,383
Legal Fees - Extraordinary	0	0	0
Assessment Roll	7,500	0	0
Audit Fees	3,500	0	0
Arbitrage Rebate Fee	650	0	0
Insurance	15,000	0	13,931
Legal Advertisements	2,500	0	844
Miscellaneous	3,750	104	394
Postage	700	64	64
Office Supplies	1,400	132	143
Dues & Subscriptions	175	0	175
Trustee Fee	4,200	0	0
Continuing Disclosure Fee	350	0	0
Website Management	2,000	167	500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 106,833	\$ 3,596	\$ 28,682
TOTAL MAINTENANCE EXPENDITURES (Details On Page 2)	\$ 681,500	\$ 14,177	\$ 49,390
Total Expenditures	\$ 788,333	\$ 17,773	\$ 78,072
Revenues Less Expenditures	\$ 818,953	\$ 926,844	\$ 866,545
2014 Bond Refinancing Payments	(726,753)	(432,184)	(432,184)
Balance	\$ 92,200	\$ 494,660	\$ 434,361
County Appraiser & Tax Collector Fee	(30,733)	(9,068)	(9,068)
Discounts For Early Payments	(61,467)	(37,784)	(37,784)
Excess/ (Shortfall)	\$ -	\$ 447,808	\$ 387,509
Carryover From Prior Year	0	0	0
Net Excess/ (Shortfall)	\$ -	\$ 447,808	\$ 387,509

Bank Balance As Of 12/31/24	\$ 2,270,440.48
Accounts Payable As Of 12/31/24	\$ 449,154.40
Accounts Receivable As Of 12/31/24	\$ 1,200.00
Security Deposit As Of 12/31/24	\$ -
Reserve For Project Loan Payment As Of 12/31/24	\$ 140,425.00
Reserve For Roads Maintenance As Of 12/31/24	\$ 241,000.00
Reserve For Stormwater Drainage As Of 12/31/24	\$ 98,000.00
Reserve For Pipe Repairs Project As Of 12/31/24	\$ 208,000.00
Reserve For Lake Bank Erosion Project As Of 12/31/24	\$ 24,811.00
Available Funds As Of 12/31/24	\$ 1,110,250.08

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT - MAINTENANCE
DECEMBER 2024**

	Annual Budget	Actual	Year To Date Actual
MAINTENANCE EXPENDITURES	10/1/24 - 9/30/25	Dec-24	10/1/24 - 12/31/24
Contingency/Reserve	200,000	0	0
Lakes Maintenance	12,000	619	2,007
Roads Maintenance/Reserve	50,000	0	250
Stormwater Drainage/Reserve	40,000	0	950
Stormwater Drainage System Pipe Repairs Project-Phase 2	0	0	0
Field Operations	12,000	1,000	3,000
Walls & Wall Fountain Maintenance	30,000	900	5,900
Sidewalk Maintenance/Repairs	15,000	0	0
Engineering/Inspections	45,000	2,471	6,923
Street Signage	5,000	0	0
Lake Fountain Maintenance	15,000	0	0
Entry Features Maintenance	15,000	0	550
Guardhouse Exterior Maintenance	10,000	0	1,800
Water & Sewage	2,500	0	118
FPL - Electrical Utility	110,000	9,187	27,892
Retention Wall Maintenance	0	0	0
Lake Bank Erosion Restoration Project	0	0	0
Lake Bank Erosion Restoration Project (Loan Payment)	0	0	0
DERM Required Stormwater Quality Improvement Project	120,000	0	0
TOTAL MAINTENANCE EXPENDITURES	\$ 681,500	\$ 14,177	\$ 49,390

Cutler Cay Community Development District
Budget vs. Actual
October through December 2024

	<u>Oct - Dec 24</u>	<u>24/25 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · Administrative Assessments	65,745.36	111,781.00	-46,035.64	58.82%
363.101 · Maintenance Assessments	424,133.25	721,164.00	-297,030.75	58.81%
363.810 · Debt Assessments	454,738.85	773,141.00	-318,402.15	58.82%
363.820 · Debt Assessment - Pd To Trustee	-432,184.05	-726,753.00	294,568.95	59.47%
363.830 · Cty Appraiser & Tax Coll Fee	-9,068.33	-30,733.00	21,664.67	29.51%
363.831 · Discounts For Early Payments	-37,784.30	-61,467.00	23,682.70	61.47%
369.401 · Interest Income	0.00	1,200.00	-1,200.00	0.0%
Total Income	<u>465,580.78</u>	<u>788,333.00</u>	<u>-322,752.22</u>	<u>59.06%</u>
Expense				
511.823 · DERM Req SW Quality Improvement	0.00	120,000.00	-120,000.00	0.0%
511.758 · FPL - Electrical	27,891.52	110,000.00	-82,108.48	25.36%
511.756 · Water & Sewage	118.44	2,500.00	-2,381.56	4.74%
511.754 · Guardhouse Exterior Maintenance	1,800.00	10,000.00	-8,200.00	18.0%
511.753 · Entry Feature Maintenance	550.00	15,000.00	-14,450.00	3.67%
511.752 · Fountain Maintenance	0.00	15,000.00	-15,000.00	0.0%
511.751 · Street Signage	0.00	5,000.00	-5,000.00	0.0%
511.307 · Sidewalk Maint/ Repairs	0.00	15,000.00	-15,000.00	0.0%
511.122 · Payroll tax expenses	61.20	560.00	-498.80	10.93%
511.131 · Supervisor Fee	800.00	7,000.00	-6,200.00	11.43%
511.301 · Lakes Maintenance	2,007.00	12,000.00	-9,993.00	16.73%
511.302 · Roads Maintenance/Reserve	250.00	50,000.00	-49,750.00	0.5%
511.303 · Stormwater Drainage/Reserve	950.00	40,000.00	-39,050.00	2.38%
511.304 · Field Operations	3,000.00	12,000.00	-9,000.00	25.0%
511.305 · Contingency/Reserve	0.00	200,000.00	-200,000.00	0.0%
511.306 · Walls-Wall Fountain Maintenance	5,900.00	30,000.00	-24,100.00	19.67%
511.310 · Engineering/Inspections	6,922.50	45,000.00	-38,077.50	15.38%
511.311 · Management Fees	8,337.00	33,348.00	-25,011.00	25.0%
511.312 · Secretarial Fees	1,050.00	4,200.00	-3,150.00	25.0%
511.315 · Legal Fees	2,382.50	20,000.00	-17,617.50	11.91%
511.318 · Assessment/Tax Roll	0.00	7,500.00	-7,500.00	0.0%
511.320 · Audit Fees	0.00	3,500.00	-3,500.00	0.0%
511.330 · Arbitrage Rebate Fee	0.00	650.00	-650.00	0.0%
511.450 · Insurance	13,931.00	15,000.00	-1,069.00	92.87%
511.480 · Legal Advertisements	844.24	2,500.00	-1,655.76	33.77%
511.512 · Miscellaneous	394.17	3,750.00	-3,355.83	10.51%
511.513 · Postage and Delivery	64.25	700.00	-635.75	9.18%
511.514 · Office Supplies	142.60	1,400.00	-1,257.40	10.19%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	0.00	4,200.00	-4,200.00	0.0%
511.734 · Continuing Disclosure Fee	0.00	350.00	-350.00	0.0%
511.750 · Website Management	499.98	2,000.00	-1,500.02	25.0%
Total Expense	<u>78,071.40</u>	<u>788,333.00</u>	<u>-710,261.60</u>	<u>9.9%</u>
Net Ordinary Income	<u>387,509.38</u>	<u>0.00</u>	<u>387,509.38</u>	<u>100.0%</u>
Net Income	<u>387,509.38</u>	<u>0.00</u>	<u>387,509.38</u>	<u>100.0%</u>

**CUTLER CAY CDD
TAX COLLECTIONS
2024-2025**

#	ID#	PAYMENT FROM	DATE	PAYMENT FROM	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	Admin Assessment Income (Before Discounts & Fees)	Maint Assessment Income (Before Discounts & Fees)	Debt - Bond Assessment Income (Before Discounts & Fees)	Admin Assessment Income (After Discounts & Fees)	Maint Assessment Income (After Discounts & Fees)	Debt - Bond Assessment Income (After Discounts & Fees)	Debt - Bond Assessment Paid to Trustee
									\$ 1,606,090	\$ 111,781	\$ 721,165	\$ 773,144	\$ 111,781	\$ 721,165	\$ 773,144	
									\$ 1,515,086	\$ 106,833	\$ 681,500	\$ 726,753	\$ 106,833	\$ 681,500	\$ 726,753	\$ 726,753
1	1	Miami-Dade Tax Collector	12/09/24	NAV Taxes	\$ 944,617.46		\$ (9,068.33)	\$ (37,784.30)	\$ 897,764.83	\$ 65,745.36	\$ 424,133.25	\$ 454,738.85	\$ 62,484.33	\$ 403,096.45	\$ 432,184.05	\$ 432,184.05
2									\$ -							\$ -
3									\$ -							\$ -
4									\$ -							\$ -
5									\$ -							\$ -
6									\$ -							\$ -
7									\$ -							\$ -
8									\$ -							\$ -
9									\$ -							\$ -
10									\$ -							\$ -
11									\$ -							\$ -
12									\$ -							\$ -
13									\$ -							\$ -
14									\$ -							\$ -
15									\$ -							\$ -
16									\$ -							\$ -
17									\$ -							\$ -
18									\$ -							\$ -
					\$ 944,617.46	\$ -	\$ (9,068.33)	\$ (37,784.30)	\$ 897,764.83	\$ 65,745.36	\$ 424,133.25	\$ 454,738.85	\$ 62,484.33	\$ 403,096.45	\$ 432,184.05	\$ 432,184.05

Total Roll = \$1,606,090.64

Admin:	\$111,781.75
Maint:	\$721,165.25
Debt-Bond:	\$773,143.64
Total	\$1,606,090.64

Collections
58.81%

Note: \$1,606,090, \$111,781, \$721,165 and \$773,144 are 2024/2025 Budgeted assessments before discounts and fees.

Note: \$1,515,086, \$106,833, \$681,500 and \$726,753 are 2024/2025 Budgeted assessments after discounts and fees.

\$ 944,617.46	\$ 897,764.83
\$ (424,133.25)	\$ (403,096.45)
\$ (65,745.36)	\$ (62,484.33)
<u>\$ (454,738.85)</u>	<u>\$ (432,184.05)</u>
\$ -	\$ -