



**CUTLER CAY  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
JANUARY 12, 2026  
6:00 P.M.**

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

[www.cutlercaycdd.org](http://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 192<sup>nd</sup> Street  
Cutler Bay, FL 33157  
**REGULAR BOARD MEETING**  
**January 12, 2026**  
**6:00 p.m.**

- A. Call to Order**
- B. Proof of Publication.....Page 1**
- C. Establish Quorum**
- D. Additions or Deletions to Agenda**
- E. Comments from the Public**
- F. Approval of Minutes**
  - 1. November 10, 2025 Regular Board Meeting Minutes.....Page 3
- G. New Business**
  - 1. Consider Approval of District Engineer RFQ.....Page 9
  - 2. Discussion and Direction Regarding the Sidewalk Pressure Cleaning Project.....Page 15
  - 3. Cutler Cay Homeowners Association Response Regarding the District Requested Consideration for a Protocol Approval Process pertaining to Modifications made in front of the Properties Impacting the District Infrastructure
- H. Ratification & Approvals (*Actions to be taken collectively via one [1] Motion*)**
- I. Old Business**
  - 1. ENGINEER REPORT/UPDATES
    - a. Phase II Storm Drainage Project
    - b. District Engineers Lake Bank Shoreline Overlay Analysis Presentation and Data Written Summary, inclusive of the District Engineer’s recommendations pursuant to the findings.....Page 22
  - 2. MANAGEMENT REPORT/UPDATES
    - a. Traffic Enforcement Services
    - b. Headly Sidewalk Slab Replacement and Installation of Root Barrier
    - c. Guardhouse New Exterior Light Fixtures
    - d. Retention Wall - Miami-Dade County, DERM, Class 1 Permit Issuance and Vegetation Removal at Tracts A, G, P and U Project
- J. Administrative Matters**
  - 1. Financial Update.....Page 23
- K. Board Member and/or Staff Comments/Requests**
- L. Adjourn**



AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Cols	Depth
57872	63035	Legal Ad - IPL0285157	Fiscal Year 2025/2026 Meeting Schedule - PUB	1.0	81.0L

ATTENTION: Cutler Cay Community Development District IP  
2501A Burns Road  
Palm Beach Gardens, FL 33410  
larcher@sdsinc.org

CUTLER CAY COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2025/2026  
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 Cut-  
ler Cay Community Clubhouse located  
at 7755 SW 192nd Street, Cutler Bay,  
Florida 33157, at 6:00 p.m. for the fol-  
lowing dates:

November 10, 2025  
January 12, 2026  
February 9, 2026  
March 9, 2026  
April 13, 2026  
May 11, 2026  
June 8, 2026  
July 13, 2026  
August 10, 2026  
September 14, 2026

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 ac-  
cordance with the provisions of Flor-  
ida 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 Super-  
visors 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 speci-  
fied 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 accom-  
modations or an interpreter to partic-  
ipate 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

PUBLISH: MIAMI HERALD  
10/31/25  
IPL0285157  
Oct 31 2025

PUBLISHED DAILY  
MIAMI-DADE-FLORIDA

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

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

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

1.0 insertion(s) published on:  
10/31/25 Print

[Print Tearsheet Link](#)

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Amanda Rodela



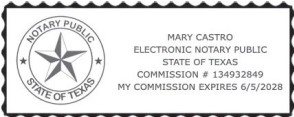
Amanda Rodela

Mary Castro



Sworn to and subscribed before  
me on

Oct 31, 2025, 9:28 AM EDT



Online Notary Public. This notarial act involved the use of online audio/video communication  
technology. Notarization facilitated by SIGNIX®

**CUTLER CAY COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2025/2026  
REGULAR MEETING SCHEDULE  
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DEVELOPMENT DISTRICT**

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**PUBLISH: MIAMI HERALD  
10/31/25  
IPL0285157  
Oct 31 2025**

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 10, 2025**

**A. CALL TO ORDER**

Mrs. Perez called to order November 10, 2025, Regular Board Meeting of the Cutler Cay Community Development District (the “District”) at 6:00 p.m. in the Cutler Cay Community Clubhouse located at 7755 SW 192<sup>nd</sup> 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 October 31, 2025, as part of the District’s Fiscal Year 2025/2026 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: Chairman Omar Fonte and Supervisors Aileen Milian, Albert Collazo and Leo Corradini were in attendance.

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

Members of the Association that joined the meeting were: Khalil Munem, Allison Beyerlein, Barbara Gomez, Christopher Valido and Carlos Villanueva and several other members of the public were in attendance including the Association Manager Laura Gavilan.

**D. ADDITIONS AND/OR DELETIONS TO THE AGENDA**

Mrs. Perez announced the addition of Agenda H.9 Consider Southern Asphalt Engineering Pavement Markings Change Order to the Agreement Dated April 16, 2025, adding that the information had been circulated via email to the Board and Staff in advance of today’s meeting.

**E. COMMENTS FROM THE PUBLIC**

There were no comments from the public at this time.

**F. APPROVAL OF MINUTES**

**1. September 8, 2025, Regular Board Meeting**

Mrs. Perez presented the minutes of the September 8, 2025, Regular Board Meeting.

Supervisor Alberto Collazo’s name was added to the Supervisors in attendance at the meeting.

A <b>MOTION</b> was made by Supervisor Milian, seconded by Supervisor Corradini and passed unanimously approving the minutes of the September 8, 2025, Regular Board Meeting, as amended.
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*Supervisor Dr. Alexandra Penn Williams arrived at approximately 6:03 p.m.*

## **G. DISCUSSION WITH ASSOCIATION BOARD MEMBERS**

### **1. Association Protocol**

This was specific to the approval process pertaining to modifications made in front of the properties that may affect the District infrastructure negatively. The concern is to avoid further modifications that may create additional costs to the District/community resulting from modifications that may impede the intended function of the stormwater management system. For example, resulting in ponding and quicker deterioration of the roads.

A lengthy discussion ensued between the Association, members of the public and the District Board. At the conclusion of the discussion, the Association agreed to discuss the request amongst themselves and to get back to the District Board with a response at a later date.

### **2. Consider Request to Turn Existing Southern Entrance Water Features to Landscaping Features**

The changing of the existing southern entrance water features into landscaping features was briefly discussed and both Boards were on the same page. No actions are to be taken regarding this item.

### **3. Consider Installation and Maintenance of Hedges in Front of Newly Installed Fence Behind Southern Entrance Water Feature**

Clarification was provided by the Association that they will no longer consider the request for authorization for the District to install a storage unit at the area behind the southern entrance water feature. No further actions are to be taken regarding this item.

### **4. Association Tree Trimming Plans and Potential Impact on District Infrastructure (i.e., roads, sidewalks and stormwater management system)**

A discussion ensued and the Association Property Manager, Mrs. Gavilan, explained that the trees located in the District's common areas would continue to be trimmed by the Association and provided clarification that the trees the Association would no longer trim were located in front of the homeowner's property. Chairman Fonte expressed his concern for asking that this line item be presented, noting that proper maintenance of the trees is important to protect the District and community infrastructure. Discussions ensued after which no actions were taken.

### **5. Consider Relocation of Lake Signage**

A discussion ensued and the Board appointed Supervisor Collazo to survey and provide proposed locations for the lake signage and the same is to be provided to District management so they may obtain proposals for Board consideration.

The Association Board made a recommendation and requested that the District Board consider changing District Engineers. A brief discussion ensued.

A **MOTION** was made by Supervisor Penn Williams, seconded by Supervisor Collazo and unanimously passed requesting to start the RFQ process for a District Engineer.

## **H. NEW BUSINESS**

### **1. Consider Resolution No. 2025-09 – Adopting a Fiscal Year 2024/2025 Amended Budget**

Mrs. Perez presented Resolution No. 2025-09, entitled:  
**RESOLUTION NO. 2025-09**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2024/2025 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, 2025. 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 previous fiscal year.

A **MOTION** was made by Supervisor Penn Williams, seconded by Supervisor Corradini and unanimously passed adopting Resolution No. 2025-09, adopting a Fiscal Year 2024/2025 Amended Budget, as presented.

**2. Consider Audit Renewal**

Mrs. Perez advised that at the November 14, 2022, Board Meeting, the firm of Nowlen, Holt & Miner was selected to perform the 9-30-2022, 9-30-2023 and 9-30-2024 year end audits with an option to perform the 9-30-2025 and 9-30-2026 audits.

The fee for the 9-30-2022 audit was \$3,400; the fee for the 9-30-2023 audit was \$3,500; and the fee for the 9-30-2024 audit was \$3,600. The proposed fee for the 9-30-2025 audit is \$3,600, which is more than the budgeted amount for fiscal year 2024/2025. The proposed fee for the 9-30-26 audit is \$3,600.

Management is pleased with the professionalism and the competence of the Nowlen, Holt & Miner partners and staff; therefore, management recommends approval of the renewal option for the fiscal years ending 9-30-2025 and 9-30-2026 audits with Nowlen, Holt & Miner.

A **MOTION** was made by Supervisor Penn Williams, seconded by Supervisor Collazo and unanimously passed approving the 2-year audit renewal option with Nowlen, Holt & Miner for the fiscal years ending 9-30-2025 and 9-30-2026; and further approving the proposed fee in the amount of \$3,600; and further authorizing District management to enter into negotiations with the firm to lower the fee, if possible.

**3. Consider Guardhouse Awnings Proposal**

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Corradini and unanimously passed authorizing District management to engage the service of a contractor to remove the existing awning and to patch, fill and paint the wall for the not to exceed amount of \$2,500.

**4. Accept and Receive District Engineer Provided Sidewalk & Curb Criteria**

This item was deferred.

**5. Consider Sidewalk Slab Replacement and Installation of Root Barrier Proposal**

A **MOTION** was made by Supervisor Corradini, seconded by Supervisor Fonte and passed unanimously authorizing Headly Construction to conduct the sidewalk slab replacement and installation of root barrier for the not to exceed amount of \$15,200, to match the cost provided by the lowest bidder; and further authorizing District Counsel to prepare an agreement and for District management to execute on behalf of the District.

## **6. Consider Sidewalk Pressure Cleaning Proposal**

A **MOTION** was made by Supervisor Corradini, seconded by Supervisor Fonte and passed unanimously authorizing Royal Service Network to conduct sidewalk pressure cleaning services in the amount of \$2,200; upon providing proof of Worker Compensation insurance for the person performing the work and proof of all other insurances required under Florida law; and further authorizing District management to execute an agreement on behalf of the District for same.

## **7. Consider Proposal for Guardhouse Exterior Light Fixtures with Installation**

A **MOTION** was made by Supervisor Penn Williams, seconded by Supervisor Corradini authorizing AU Electrical Services to install four (4) new guardhouse exterior light fixtures at a cost of \$771.16; and further authorizing District management to execute an agreement for same on behalf of the District. Upon being put to a vote, the **MOTION** carried 4 to 1 with Supervisor Fonte dissenting.

## **8. Consider Felix Clean Services Request for Amendment to Agreement Increasing Service Cost as a Result of Chemical Cost Increases**

The current agreement is in the amount of \$900 per month and the requested increase is for \$1,200 per month; therefore, the increase is in the amount of \$300 monthly and totals a \$3,600 annual increase.

A **MOTION** was made by Supervisor Milian, seconded by Supervisor Collazo and passed unanimously approving the Felix Clean Services request for an amendment to the agreement increasing the service cost from \$900 per month to \$1,200, as presented.

## **9. Consider Southern Asphalt Engineering Pavement Markings Change Order to Agreement Dated April 16, 2025**

This is Change Order No. 1 in the amount of \$2,975 and includes the following:

This change order is comprehensive of credits considered for the following of scope not performed.

- 2 Thermoplastic Stop Bars at and crosswalks the exit of the property
- 11 Thermoplastic Traffic Arrows

The following scope will be performed as part of this change order as requested:

- 2-12" Resident Stencil on Pavement (12" Thermoplastic pre-form)
- 2-12" Visitor Stencil on Pavement (12" Thermoplastic pre-form)
- Painting of 1 Speed Bump
- Painting of 2 Speed Bumps with Thermoplastic Traffic Paint
- 1 Thermoplastic Crosswalk
- Supply and Installation 118 RPM. (Mono-directional Yellow)



A **MOTION** was made by Supervisor Collazo, seconded by Supervisor Fonte and passed unanimously approving the Southern Asphalt engineering pavement markings Change Order No. 1 in the amount of \$2,975 for the above indicated work, as presented.

## **I. RATIFICATIONS AND APPROVALS**

There were no ratifications or approvals to come before the Board.

## **J. OLD BUSINESS**

### **1. Engineer Updates**

#### **a. Phase II Storm Drainage Project**

Mrs. Perez provided the following update from a recent communication with the District Engineer. She advised the Board that the District would need to engage the services of a surveyor to provide DERM with the requested information.

A **MOTION** was made by Supervisor Collazo, seconded by Supervisor Corradini and unanimously passed directing District management to engage the services of a surveyor for (3) three control structure invert elevations, including the dimension of the structures and the diameter of the pipes connected to them for an amount not to exceed \$4,000 (pursuant to the engineer's recommendation).

#### **b. Landshore Shoreline Repairs at Three Areas**

The Board was advised that this project had been delayed until January of 2026. Landshore will place an order for the materials in December to be delivered in January 2026 in order to not cause an additional cost. The staging area has not yet been determined.

### **2. Management Report/Updates**

#### **a. Traffic Enforcement Services**

Traffic enforcement services have been scheduled for parts of November/December 2025. No services were scheduled for October 2025.

#### **b. Retention Wall – Miami-Dade County DERM Class 1 Permit Issuance and Vegetation Removal at Tracts A, G, P and U Project**

Mrs. Perez presented the update provided by Matthew Davis of Davis Environmental:

“DERM provided feedback on October 2nd that requested minor adjustments to the sketches. We are currently getting the sketches revised and signed and sealed by a Landscape Architect as required. Once we have these, we will submit them back to DERM with a mitigation plan and other required documents. Trying to guess their timelines lately is very difficult, but I would estimate that within 60 to 120 days, they should have the permit ready for issuance.”

## **K. ADMINISTRATIVE MATTERS**

### **1. Financial Update**

Mrs. Perez presented the financial statement through September 30, 2025, and indicated that available funds were \$1,125,544.71.

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

**L. BOARD MEMBER/STAFF COMMENTS/REQUESTS**

Mrs. Perez reminded the District Supervisors that they are required to complete four (4) hours of ethics training annually and in order to comply with the 2025 Form 1, which is due by July 1, 2026, the hours must be completed no later than December 31, 2025. She further noted that links to two training sessions were available on the website.

Supervisor Penn Williams requested a discussion on the analysis that was conducted by Alvarez Engineers and presented during a previous meeting. She indicated that data was provided, but a written summary report from Alvarez Engineering was not included. She recommended that the Board request the summary report for District records. A discussion ensued.

A **MOTION** was made by Supervisor Penn Williams, seconded by Supervisor Corradini and passed unanimously requesting a written summary be provided for District records at no additional cost to the District, which summarizes of the Lake Bank Shoreline Overlay Analysis Presentation and Data, inclusive of the District Engineer's recommendations pursuant to the findings.

**M. ADJOURNMENT**

There being no further business to come before the Board, a **MOTION** was made by Supervisor Fonte, seconded by Supervisor Milian and passed unanimously adjourning the meeting at 8:26 p.m.

**ATTESTED BY:**

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Secretary/Assistant Secretary

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Chairman/Vice Chair

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT**  
**(Town of Cutler Bay; Miami-Dade County, Florida)**  
**District Engineer RFQ Proposal Packet**

**A) Deadline for Submittal**

**PROPOSAL DUE DATE: On or before 3:00p.m. Eastern Time on Thursday, February 26, 2026. Interested firms must submit eight (8) hard copies and an electronic PDF format.**

**B) Cutler Cay Community Development District – Background**

The Cutler Cay Community Development District (the “District”) is a local unit of special-purpose government of the State of Florida established in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended and by Ordinance No. 04-15 of the Board of County Commissioners of Miami Dade County, Florida (the “County”), effective January 20, 2004. District lands consist of approximately 215.336 (+/-) gross acres within the County and were developed as a residential community consisting of 505 single family residential homes units.

A five-person Board of Supervisors governs the District (the ‘Board’). Members are elected by the General Election process by qualified voters (for four-year terms). The District may borrow money, issue bonds, and levy taxes and/or special assessments, user fees and charges. The Board meets on selected Mondays at 6:00 p.m. at the Cutler Cay Clubhouse located at 7755 SW 192nd Street, Cutler Bay, Florida 33157.

**C) Purpose of Request**

The District is soliciting proposals pursuant to section 287.055, Florida Statutes “Consultants’ Competitive Negotiation Act” or “CCNA” from qualified engineering firms to serve as its District Engineer pursuant to the requirements of Chapter 190, Florida Statutes. Any firm interested in serving as the District Engineer should submit a proposal pursuant to the terms and conditions set forth herein and the attached Legal Advertisement of the RFQ.

The District’s Board has authorized the Request for District Engineer Qualifications ("RFQ") and may appoint an Engineering Selection Committee (the "Committee") to review the proposals and make a preference recommendation of no less than three (3) firms to the Board (or as determined).

The District’s Manager will thereafter enter into negotiations with the firm chosen by the Board to provide the services requested. Assuming an agreement is successfully negotiated, the selected firm will be engaged by the District as its District Engineer.

**D) Proposal Submittal Instructions**

**Eight (8) hard** copies of the proposal must be submitted to the Offices of the Cutler Cay Community Development District, District Manager, c/o Special District Services, Inc., 8785 SW 165<sup>th</sup> Avenue, Suite 200, Miami, Florida 33193, **by no later than 3:00p.m., EST, on Thursday, February 26, 2026**, and be identified as **“Response to Request for District Engineer Qualifications for the Cutler Cay CDD”**. Proposals must also be delivered in **electronic PDF format** to the District Manager via e-mail at [gperez@sdsinc.org](mailto:gperez@sdsinc.org) **no later than 3:00p.m., EST. on Thursday, February 26, 2026**, and be identified as **“Response to Request for District Engineer Qualifications for the Cutler Cay CDD”**. It is the applicant’s obligation to ensure that confirmation of timely receipt is obtained. Late proposals will not be accepted and a reply marked "TOO LATE" will be electronically sent.

Any corrections to a proposal prior to the Submittal Deadline must be submitted by the firm using the same format methodology. No changes or corrections will be allowed after the Submittal Deadline.

Each applicant should carefully examine the attached Legal Advertisement of the RFQ and this Proposal Packet and make an electronic request to the District's Manager for interpretations or corrections of any ambiguity, inconsistency or error. Only electronic responses issued by the District Manager should be relied upon, and all such responses will be distributed to each firm that receives a copy of the RFQ Proposal Packet.

Responses should be prepared simply, economically and provide straightforward and concise responses which satisfy the requirements of the RFQ. Emphasis should be placed on the completeness and clarity of the content. The District shall not be liable or responsible for any expenses incurred in the preparation or presentation of the responses.

#### **E) Timetable**

The District has established the following timetable for selection of its District Engineer; however, the schedule is subject to change at the sole discretion of the District: (i) Proposals are due by 3:00p.m., on Thursday, February 26, 2026, and Board consideration is scheduled for Monday, March 9, 2026, during a scheduled Board Meeting. Board consideration date is subject to change, but in no case will be earlier than the date stated above. Board Members may appoint themselves the Selection Committee for selecting the District Engineer or they may appoint a separate Selection Committee.

#### **F) Proposal Content**

Responses should contain the following information and be organized generally in the same order as presented below, namely:

- (1) **Transmittal Letter.** Each response should include a letter of transmittal not exceeding one (1) page which must identify an officer of the firm authorized to commit to the firm's proposal. The transmittal letter must also identify the Engineer in the firm who will serve as the firm's primary contact if the firm is selected as the District Engineer.
- (2) **Firm Qualifications.** Briefly discuss the qualifications of your firm for the subject District Engineer position. Community Development District (CDD') and/or Special District experience should be highlighted. Applicants should identify the structure of their firm (i.e., corporation, partnership, etc.) and provide the names of officers, partners or principals.
- (3) **Personnel.** Provide a list of the proposed personnel that will be available for District Engineer related services and brief description of their qualifications. Provide a resume for only those Engineer(s) that would likely be in charge of a District project.
- (4) **Standard Form 254 & 255.** Provide a current Standard Form 254 & 255 with appropriate supporting documentation as required.
- (5) **Client References.** Provide between three (3) to no more than five (5) client references, with names, addresses, phone numbers and a contact person.

(6) **Insurance.** Each response should contain a statement setting forth the amount of the firm's current General Liability insurance and Professional Errors and Omissions insurance.

(7) **Business Ethics.** Disclose (i) any circumstance whereby the professional conduct of your firm or any of its engineers is currently being investigated judicially or by an administrative agency or qualification board and (ii) any prior adverse decision or settlement relating to a violation of ethical standards by your firm or one of its engineers, if any.

**G) Legal Requirements and Disclosure**

**PLEASE NOTE THAT ALL RESPONSES TO THIS RFQ WILL BE A MATTER OF PUBLIC RECORD.**

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for construction or repair of a public building or public works, may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two, for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

Federal, State, County and local laws, ordinances, rules and regulations that in any manner affect the District Engineer services covered herein shall apply. Lack of such knowledge by an applicant shall in no way be cause for relief from responsibility. Applicants must be aware of their need to comply with the following State laws: (i) Chapter 286, Florida Statutes, regarding "Government in the Sunshine" and (ii) Chapter 119, Florida Statutes, involving Florida's Public Records Law. The selected firm will be prohibited from discriminating against any employee, applicant, or client because of race, creed, national origin, sex or age with regard to but not limited to employment practices, rates of pay or other compensation methods and training selection.

The District reserves the right to accept or reject any or all proposals and to select the proposal(s) which, in the opinion of the District, will be in the best interest of the District and its taxpayers. The District also reserves the right to reject the response of any applicant which has previously failed in the proper performance of services of a similar nature.

## H) **Selection Criteria**

The selection criteria shall include, but is not limited to:

1. **Ability of Professional Personnel.** Consideration will be given to firms that possess a high degree of qualification in diversified consulting engineering, civil, surveying, environmental, recreational, and construction management. Consideration will also be given to firm's procedures for quality control, adequacy of personnel and areas of expertise. (20 points)
2. **Past Performance.** Consideration will be given to the amount of work recently performed by the firm in Miami-Dade County. Consideration will also be given to firms that have previous experience with other similar taxing districts (i.e., Chapter 298 districts, community development districts and other independent special districts). (20 points)
3. **Ability to Meet Time and Budget Requirements.** (10 points)
4. **Location.** Consideration will be given to firms with offices within Miami-Dade County. Therefore, firms should provide the location of their Miami-Dade County office, if any, and indicate whether it is the main office, the only office, branch office, etc. (10 points)
5. **Recent, Current and Projected Workloads.** (10 points)
6. **Quality of Responses to the RFQ.** Consideration will be given to firms which clearly and concisely respond to this RFQ. (15 Points)
7. **Established Business.** Consideration will be given to the history of the firm and the number of years the firm has been doing business in Florida. (10 points)
8. **Certified Minority Business Enterprise.** (5)

## **ADVERTISED NOTICE**

### **CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT NOTICE OF REQUEST FOR DISTRICT ENGINEER QUALIFICATIONS**

**NOTICE IS HEREBY GIVEN** that the Cutler Cay Community Development District (“District”) is soliciting Professional Service Proposals from Engineering Firms for their service in the role as the Engineer for the District. Any qualified Engineering Firm interested in providing services must submit a proposal pursuant to the terms and conditions set forth herein and in the hereinafter referenced RFQ Proposal Packet.

It is the District’s intent to select one (1) District Engineer pursuant to the provisions of Section 287.055, Florida Statutes, (the “Consultant’s Competitive Negotiations Act” or “CCNA”).

The services to be provided by the District Engineer may include, but are not limited to: Engineering Services on behalf of the District’s Board of Supervisors pursuant to applicable provisions of Chapter 189 and 190, Florida Statutes (the District’s enabling legislation); attendance at one or more monthly District Board of Supervisor public meetings and various Staff meetings in order to coordinate, consult and provide professional engineering advice on an “as needed” basis; preparation and provision of engineering studies, environmental studies, permitting, required annual reports, facility maintenance programs, Public Facility Reports, Plans of Improvement and related Reports of Engineer; design, bidding and construction phase services for such construction activity, as is needed in order to implement a Plan of Improvement or Report of Engineer and the provision of assistance, review and recommendation services regarding construction payments, change orders and certifications of completions of construction activities; provision of and consultation on technical engineering standards and specifications; technical representations before and with other governmental agencies and entities and the provision of such other engineering services as may be authorized by the District’s Board of Supervisors.

Engineering Firms interested in submitting a proposal may contact the District’s Manager, Gloria Perez, Special District Services, Inc., by e-mail at: [gperez@sdsinc.org](mailto:gperez@sdsinc.org), between the hours of 9:00 a.m. to 5:00 p.m., Monday through Friday, if there are any questions regarding this matter and to request an RFQ Proposal Packet.

Proposals are required to be delivered to the Offices of the Cutler Cay CDD District Manager, Special District Services, Inc., 8785 SW 165<sup>th</sup> Avenue, Suite 200, Miami, Florida 33193 and by electronic PDF format to [gperez@sdsinc.org](mailto:gperez@sdsinc.org), via e-mail **no later than 3:00 p.m., Eastern Time, on Thursday, February 26, 2026.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a Contract to provide any goods or services to a public entity, may not submit a Bid on a Contract with a public entity for the construction or repair of a public building or public work, may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under a Contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

The District reserves the right to reject any or all proposals, to waive informalities and to re-advertise. There will be no fees paid to any firm for answering this RFQ.

**BOARD OF SUPERVISORS  
CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT**

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

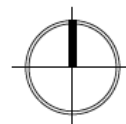
**PUBLISH: THE MIAMI HERALD**

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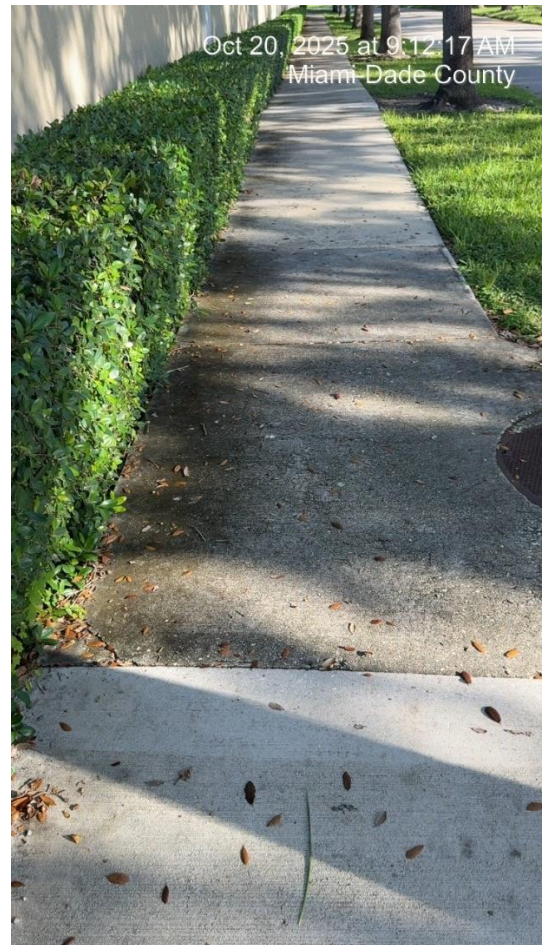
Page 14



<b>Cutler Cay CDD</b> <b>Sidewalks Pressure Cleaning</b>		
<b>Felix Clean Services</b>	<b>LZ Pressure Cleaning</b>	<b>The Pressure Cleaning Man</b>
<p>Scope of Work:</p> <p>Pressure cleaning of approximately 5,711 linear feet of the District’s sidewalks, curbs, and valley gutters, with exact locations detailed in the attached reference map.</p>		
<b>\$4,300.00</b>	<b>\$14,500.00</b>	<b>\$4,490.00</b>
No Deposit Required	50% Deposit Required	No Deposit Required









FELIX CLEAN SERVICES, LLC.

Office Phone: (786) 389-6522

Proposal/Contract

Customer & Address:      Cutler Cay Community Development District  
Old Cutler RD & SW 195<sup>st</sup> TER  
Cutler Bay, FL

We hereby submit specifications and estimates for:

Pressure Clean Sidewalks, Curbs and Valley Gutters (as per plan provided)		\$ 4,300.00
Parts and labor	-----	\$ 4,300.00
7% Tax	-----	N/A
Grand total	-----	\$ 4,300.00

ACCEPTANCE OF PROPOSAL

Name (and Title):      -----

Signature:      -----

Date:      -----

FELIX CLEAN SERVICES, LLC.:      -----



## Lz Pressure Cleaning

Sr Lesbel Maciaz  
NIF/CIF Lic 18BS00492  
11101 sw 197 st 33157  
(786) 720-3759

FACTURA

INV0029

FECHA

10/26/2025

SALDO DEUDOR

USD \$14,500.00

### CLIENTE

#### Cutler Cay CDD

7755 SW 192 ST Cutler Bay FL 33157

☎ +1 (786) 503-1633

lesbel92@gmail.com

ARTÍCULO	TARIFA	CANT.	TOTAL
-	\$14,500.00	1	\$14,500.00
- Pressure cleaning of sidewalks, curbs and gutters.	\$0.00	1	\$0.00
-We include the water and chemicals to remove all mold			
-We charge 50% at the beginning of the project and 50% with the finished work			

**TOTAL** \$14,500.00

SALDO DEUDOR

**USD \$14,500.00**

13476 SW 22nd Street  
Miramar, FL 33027  
Thepressurecleaningman@gmail.com  
www.thepressurecleaningman.com  
Cell: (954)328-8964  
License Dade County No. 14BS00064  
License Broward County No. 11-RP-17299-X  
Office number (954)995-2356



*The Pressure Cleaning Man inc.*

Estimate

For:	Cutler Cay CDD - C/O Special District Services, Inc. rGalvis@sdsinc.org 2501A Burns Road Palm Beach Gardens, FL 33410	Estimate No:	3663
		Date:	06/09/2025

Description	Amount
Pressure cleaning of	\$3,965.00
<div><div></div><div>- Sidewalks, curb and gutter approximately 5711 linear feet</div><div>- Vendor will supply all labor and materials to complete the job</div><div>- Approximate time of job 1-2 days ( weather permitting)</div><div>- Chemical treatment will be applied to sidewalks to kill algae</div></div>	
Pressure cleaning of	\$525.00
<div>- 4494 and 4496 add up to approximately 870 LF.</div> <div>- 4497 and 4499, add up to approximately 695 LF.</div>	

Description

Amount

Process & Disclaimer: Groundwork

Pressure Cleaning employs water and pressure to effectively remove algae from surfaces, utilizing a circular surface cleaner for optimal results. Additionally, a light wash-down of areas may be included to eliminate any residual dirty water resulting from the cleaning process. It's important to note that pressure washing ground work does not automatically remove gum, rust stains, tire marks, or oil stains unless specifically stated otherwise in the estimate content.

Oil & Grease: The vendor cannot guarantee the full removal of oil or grease stains. Generally, our technique achieves a removal rate ranging from 50% to 80%.

Please be aware that the aforementioned stains require special chemicals or techniques for effective treatment.

The T.P.C.M system uses the main spigot from the property as a backup method to refill the water tanks. The system's average water consumption is 5 gallons per minute, totaling 300 gallons per hour. This usage results in an average increase of \$7 to \$12 on the household water bill.

Subtotal	\$4,490.00
Total	\$4,490.00

Total	\$4,490.00
-------	------------

\_\_\_\_\_  
The Pressure Cleaning Man  
inc.

\_\_\_\_\_  
Client's signature

Good afternoon, Gloria:

As requested, the attached set of plans depicting superimpositions of lake cross sections taken by registered surveyors in 2007 and 2025 was presented in detail to the CDD Board of Supervisors on September 8, 2025.

The sections identified on Sheet No. 1 with a check mark were sections that were identified during our analysis that, due to erosion, exceed to different degrees, the original permitted cross slope of 3 (horizontal) to 1 (vertical).

Our recommendation to the Board on September 8 was to let Landshore Enterprises, under a contract previously approved by the Board, correct sections No. 11, 15 through 18, and 21 through 25, and to just observe the remainder of the checked sections for the moment and reinspect them in a period of 12 months.

It was mentioned at the September meeting, that Section No 82, previously corrected by Landshore Enterprises, showed signs of erosion. The District Engineer and Manager subsequently met at the site of Section 82 with Landshore Enterprises, who agreed to make the correction at the same time as they make the other restorations for which they have been contracted.

Landshore Enterprises at the request of the CDD and HOA postponed the contracted restoration project after the holidays and are again ready to commence.

Lastly, for CDD records, you may want to download from the link below the cross sections that were surveyed in 2007 and in 2025.

Thank you.

 [CCCDD 2007 and 2025 Lake Cross Sections](#)



**Juan R. Alvarez, P.E.**

(305) 640-1345

[Juan.Alvarez@alvarezeng.com](mailto:Juan.Alvarez@alvarezeng.com)



Cutler Cay  
Community Development District

**Financial Report For  
December 2025**

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
DECEMBER 2025**

	<b>Annual Budget 10/1/25 - 9/30/26</b>	<b>Actual Dec-25</b>	<b>Year To Date Actual 10/1/25 - 12/31/25</b>
<b>REVENUES</b>			
Administrative Assessments	119,701	68,961	68,961
Maintenance Assessments	720,106	414,975	414,975
Debt Assessments - 2021 Refunding	773,141	445,460	445,460
Other Revenue	0	0	0
Interest Income	2,400	0	0
<b>Total Revenues</b>	<b>\$ 1,615,348</b>	<b>\$ 929,396</b>	<b>\$ 929,396</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
Supervisor Fees	7,000	0	1,000
Payroll Taxes (Employer)	560	0	77
Management	34,308	2,859	8,577
Secretarial	4,200	350	1,050
Legal	25,000	0	2,673
Assessment Roll	7,500	0	0
Audit Fees	3,600	0	0
Arbitrage Rebate Fee	0	0	0
Insurance	15,000	0	14,186
Legal Advertisements	5,000	0	571
Miscellaneous	4,250	85	441
Postage	1,000	58	193
Office Supplies	1,375	28	439
Dues & Subscriptions	175	0	175
Trustee Fee	4,200	0	0
Continuing Disclosure Fee	350	0	0
Website Management	2,000	167	498
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 115,518</b>	<b>\$ 3,547</b>	<b>\$ 29,880</b>
<b>TOTAL MAINTENANCE EXPENDITURES (Details On Page 2)</b>	<b>\$ 680,500</b>	<b>\$ 21,555</b>	<b>\$ 53,503</b>
<b>Total Expenditures</b>	<b>\$ 796,018</b>	<b>\$ 25,102</b>	<b>\$ 83,383</b>
<b>Revenues Less Expenditures</b>	<b>\$ 819,330</b>	<b>\$ 904,294</b>	<b>\$ 846,013</b>
2021 Bond Refinancing Payments	(726,753)	(423,368)	(423,368)
<b>Balance</b>	<b>\$ 92,577</b>	<b>\$ 480,926</b>	<b>\$ 422,645</b>
County Appraiser & Tax Collector Fee	(30,859)	(8,922)	(8,922)
Discounts For Early Payments	(61,718)	(37,169)	(37,169)
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 434,835</b>	<b>\$ 376,554</b>
Carryover From Prior Year	0	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 434,835</b>	<b>\$ 376,554</b>

Bank Balance As Of 12/31/25	\$ 2,674,425.44
Accounts Payable As Of 12/31/25	\$ 456,672.92
Accounts Receivable As Of 12/31/25	\$ 1,200.00
Reserve For Project/Lake Bank Erosion As Of 12/31/25	\$ 140,425.00
Reserve For Roads Maintenance As Of 12/31/25	\$ 257,900.00
Reserve For Stormwater Drainage As Of 12/31/25	\$ 122,800.00
Reserve For Pipe Repairs Project As Of 12/31/25	\$ 208,000.00
Available Funds As Of 12/31/25	\$ 1,489,827.52

**CUTLER CAY COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT - MAINTENANCE  
DECEMBER 2025**

	<b>Annual Budget</b>	<b>Actual</b>	<b>Year To Date Actual</b>
<b>MAINTENANCE EXPENDITURES</b>	<b>10/1/25 - 9/30/26</b>	<b>Dec-25</b>	<b>10/1/25 - 12/31/25</b>
Contingency/Reserve	60,000	0	0
Lakes Maintenance	10,000	619	1,857
Roads Maintenance/Reserve	90,000	3,600	3,600
Stormwater Drainage/Reserve	58,000	0	0
Stormwater Drainage System Pipe Repairs Project-Phase 2	175,000	0	0
Field Operations	12,000	1,000	3,000
Traffic Enforcement	10,000	1,404	1,404
Water Features Maintenance (Southern Entrance/Exit)	35,000	900	2,700
Sidewalk Maintenance/Repairs	18,000	0	0
Engineering/Inspections	50,000	1,038	2,789
Street Signage	5,000	0	0
Lake Fountain Maintenance	10,000	0	0
Entry Features Maintenance	7,000	0	0
Guardhouse Exterior Maintenance	8,000	645	6,751
Water & Sewage	2,500	0	50
FPL - Electrical Utility	115,000	9,549	28,552
Retention Wall Maintenance	0	0	0
Perimeter Wall (Off Old Cutler Road)	15,000	0	0
Lake Bank Erosion Restoration Project	0	2,800	2,800
Lake Bank Erosion Restoration Project (Loan Payment)	0	0	0
DERM Required Stormwater Quality Improvement Project	0	0	0
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 680,500</b>	<b>\$ 21,555</b>	<b>\$ 53,503</b>

**Cutler Cay Community Development District**  
**Budget vs. Actual**  
**October 2025 through December 2025**

	<u>Oct - Dec 25</u>	<u>25/26 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
363.100 · Administrative Assessments	68,961.20	119,701.00	-50,739.80	57.61%
363.101 · Maintenance Assessments	414,975.42	720,106.00	-305,130.58	57.63%
363.810 · Debt Assessments	445,459.61	773,141.00	-327,681.39	57.62%
363.820 · Debt Assessment - Pd To Trustee	-423,368.10	-726,753.00	303,384.90	58.26%
363.830 · Cty Appraiser & Tax Coll Fee	-8,922.28	-30,859.00	21,936.72	28.91%
363.831 · Discounts For Early Payments	-37,168.92	-61,718.00	24,549.08	60.22%
369.401 · Interest Income	0.00	2,400.00	-2,400.00	0.0%
<b>Total Income</b>	<b>459,936.93</b>	<b>796,018.00</b>	<b>-336,081.07</b>	<b>57.78%</b>
<b>Expense</b>				
512.829 · Perim. Wall (Off Old Cutler Rd)	0.00	15,000.00	-15,000.00	0.0%
512.827 · Traffic Enforcement	1,404.00	10,000.00	-8,596.00	14.04%
512.824 · Stormwater Pipe Project-Phase 2	0.00	175,000.00	-175,000.00	0.0%
512.823 · Lake Bank Erosion Rest Project	2,800.00	0.00	2,800.00	100.0%
511.758 · FPL - Electrical	28,552.08	115,000.00	-86,447.92	24.83%
511.756 · Water & Sewage	50.02	2,500.00	-2,449.98	2.0%
511.754 · Guardhouse Exterior Maintenance	6,751.16	8,000.00	-1,248.84	84.39%
511.753 · Entry Feature Maintenance	0.00	7,000.00	-7,000.00	0.0%
511.752 · Fountain Maintenance	0.00	10,000.00	-10,000.00	0.0%
511.751 · Street Signage	0.00	5,000.00	-5,000.00	0.0%
511.307 · Sidewalk Maint/ Repairs	0.00	18,000.00	-18,000.00	0.0%
511.122 · Payroll tax expenses	76.50	560.00	-483.50	13.66%
511.131 · Supervisor Fee	1,000.00	7,000.00	-6,000.00	14.29%
511.301 · Lakes Maintenance	1,857.00	10,000.00	-8,143.00	18.57%
511.302 · Roads Maintenance/Reserve	3,600.00	90,000.00	-86,400.00	4.0%
511.303 · Stormwater Drainage/Reserve	0.00	58,000.00	-58,000.00	0.0%
511.304 · Field Operations	3,000.00	12,000.00	-9,000.00	25.0%
511.305 · Contingency/Reserve	0.00	60,000.00	-60,000.00	0.0%
511.306 · Water Feat. Maint. S Enter/Exit	2,700.00	35,000.00	-32,300.00	7.71%
511.310 · Engineering/Inspections	2,788.75	50,000.00	-47,211.25	5.58%
511.311 · Management Fees	8,577.00	34,308.00	-25,731.00	25.0%
511.312 · Secretarial Fees	1,050.00	4,200.00	-3,150.00	25.0%
511.315 · Legal Fees	2,672.50	25,000.00	-22,327.50	10.69%
511.318 · Assessment/Tax Roll	0.00	7,500.00	-7,500.00	0.0%
511.320 · Audit Fees	0.00	3,600.00	-3,600.00	0.0%
511.450 · Insurance	14,186.00	15,000.00	-814.00	94.57%
511.480 · Legal Advertisements	570.60	5,000.00	-4,429.40	11.41%
511.512 · Miscellaneous	441.08	4,250.00	-3,808.92	10.38%
511.513 · Postage and Delivery	192.56	1,000.00	-807.44	19.26%
511.514 · Office Supplies	439.05	1,375.00	-935.95	31.93%
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%
<b>Total Expense</b>	<b>83,383.28</b>	<b>796,018.00</b>	<b>-712,634.72</b>	<b>10.48%</b>
<b>Net Ordinary Income</b>	<b>376,553.65</b>	<b>0.00</b>	<b>376,553.65</b>	<b>100.0%</b>
<b>Net Income</b>	<b>376,553.65</b>	<b>0.00</b>	<b>376,553.65</b>	<b>100.0%</b>

**CUTLER CAY CDD  
TAX COLLECTIONS  
2025-2026**

#	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
									\$ 1,612,959	\$ 119,705	\$ 720,110	\$ 773,144	\$ 119,705	\$ 720,110	\$ 773,144	
									\$ 1,522,771	\$ 115,518	\$ 680,500	\$ 726,753	\$ 115,518	\$ 680,500	\$ 726,753	\$ 726,753
1	1	Miami-Dade Tax Collector	12/05/25	NAV Taxes	\$ 929,396.23		\$ (8,922.28)	\$ (37,168.92)	\$ 883,305.03	\$ 68,961.20	\$ 414,975.42	\$ 445,459.61	\$ 65,541.23	\$ 394,395.70	\$ 423,368.10	\$ 423,368.10
2									\$ -							\$ -
3									\$ -							\$ -
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					\$ 929,396.23	\$ -	\$ (8,922.28)	\$ (37,168.92)	\$ 883,305.03	\$ 68,961.20	\$ 414,975.42	\$ 445,459.61	\$ 65,541.23	\$ 394,395.70	\$ 423,368.10	\$ 423,368.10

Note: Top line are 2025/2026 budgeted assessments before discounts and fees.  
Bottom line are 2025/2026 budgeted assessments after discounts and fees.

Admin:	\$119,705.20
Maint:	\$720,109.80
Debt-Bond:	\$773,143.64
Total	\$1,612,958.64

Collections  
57.62%

\$ 929,396.23	\$ 883,305.03
\$ (414,975.42)	\$ (394,395.70)
\$ (68,961.20)	\$ (65,541.23)
\$ (445,459.61)	\$ (423,368.10)
\$ -	\$ -