



**FONTAINBLEAU LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
OCTOBER 15, 2018
6:30 P.M.**

Special District Services, Inc.
6625 Miami Lakes Drive, Suite 374
Miami Lakes, FL 33014

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AGENDA
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
Las Ramblas Clubhouse Conference Room
9960 N.W. 10th Terrace,
Miami, Florida 33172
REGULAR BOARD MEETING
October 15, 2018
6:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
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- G. Old Business
 - 1. Update Regarding Playground Solar Lighting – Las Ramblas
 - 2. Update/Discussion Regarding Landscape Maintenance Proposals
 - 3. Update Regarding Illegal Parking of Vehicles along Fontainbleau Boulevard
 - 4. Staff Report: As Required
- H. New Business
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- I. Administrative & Operational Matter
 - 1. Discussion Regarding November 2018 General Election – Seat #3 & #4
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 - 4. Staff Report: As Required
- J. Board Members & Staff Closing Comments
- K. Adjourn

Miami Daily Business Review

Oct. 5, 2018

Miscellaneous Notices

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Fountainbleau Lakes Community Development District (the "District") will hold Regular Meetings in the Las Ramblas Clubhouse Conference Room located at 9960 NW 10th Terrace, Miami, Florida 33172 at 6:30 p.m. on the following dates:

October 15, 2018

November 19, 2018

January 21, 2019

February 18, 2019

March 18, 2019

April 15, 2019

May 20, 2019

June 17, 2019

September 16, 2019

The purpose of the meetings is to conduct any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

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

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 305-777-0761 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.

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT

www.fountainbleaulakescdd.org

10/5 18-61/0000351231M

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

A. CALL TO ORDER

District Manager Armando Silva called the July 16, 2018, Regular Board Meeting of the Fontainebleau Lakes Community Development District (the “District”) to order at 6:39 p.m. in the Las Ramblas Clubhouse Conference Room located at 9960 NW 10th Terrace, Miami, Florida 33172.

B. PROOF OF PUBLICATION

Mr. Silva presented proof of publication that notice of the Special Board Meeting had been published in the *Miami Daily Business Review* on June 26, 2018, and July 3, 2018, as legally required.

C. ESTABLISH A QUORUM

Mr. Silva determined that the attendance of Chairman Timothy Toy, Vice Chairperson Yvette Sanchez-Bergamo and Supervisor Jacinto Rodriguez constituted a quorum and it was in order to proceed with the meeting.

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

D. ADDITIONS OR DELETIONS TO THE AGENDA

Ms. Sanchez-Bergamo requested the addition of the following topic to the agenda under New Business:

- Discussion Regarding Illegal Parking of Vehicles along Fontainebleau Boulevard

The Board acknowledged Ms. Sanchez-Bergamo’s request.

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

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

F. APPROVAL OF MINUTES

1. April 16, 2018, Regular Board Meeting

The minutes of the April 16, 2018, Regular Board Meeting were presented and Mr. Silva informed the Board of the following Scrivener’s errors that were brought to his attention by District Counsel:

- **C. Establish Quorum – Staff in Attendance:** “Vanessa Steinerts” was replaced with “Scott Cochran,” as Ms. Steinerts was not in attendance at the meeting.

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

- **H. New Business. 2. Discussion Regarding Unleashed Dogs in Open-Space Areas:** “Ms. Wald” was replaced with “Mr. Cochran,” as Ms. Wald was not in attendance at this meeting.

There being no additional changes, a **motion** was made by Mr. Rodriguez, seconded by Mr. Toy and passed unanimously approving the minutes of the April 16, 2018, Regular Board Meeting, as *revised*.

Note: At approximately 6:43 p.m., Mr. Silva recessed the Regular Meeting and simultaneously opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

Mr. Silva presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on June 26, 2018, and July 3, 2018, as legally required.

2. Consider Resolution No. 2018-02 – Amending Resolution No. 2018-01 – Approving a Proposed Budget and Setting (Re-Setting) a Public Hearing Date

Mr. Silva presented Resolution No. 2018-02, entitled:

RESOLUTION NO. 2018-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT REGARDING THE PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; PROVIDING FOR AMENDING RESOLUTION NO. 2018-01 WHICH APPROVED THE PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS; AND AUTHORIZED THE SETTING OF THE PUBLIC HEARING DATE FOR PUBLIC COMMENT AND FINAL BUDGET ADOPTION; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Rodriguez, seconded by Ms. Sanchez-Bergamo and unanimously passed to approve and adopt Resolution No. 2018-02, as presented.

3. Receive Public Comment on the Fiscal Year 2018/2019 Final Budget

Mr. Silva opened the public comment portion of the public hearing to receive comments on the 2018/2019 fiscal year final budget and non-ad valorem special assessments. There

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

being no comments from the public on the 2018/2019 fiscal year budget and assessments, Mr. Silva closed the public comment portion of the Public Hearing.

4. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Final Budget

Mr. Silva presented Resolution No. 2018-03, entitled:

RESOLUTION NO. 2018-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2018/2019 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva read the title of the resolution into the record and stated that it provides for approving and adopting the fiscal year 2018/2019 final budget and non-ad valorem special assessment tax roll. Mr. Silva further stated that since the overall assessments were not increasing, letters to property owners were not required. For review purposes by the Board members and residents, a copy of the tax roll was provided at the meeting. A discussion ensued after which:

A **motion** was made by Mr. Rodriguez, seconded by Mr. Toy and unanimously passed to approve and adopt Resolution No. 2018-03, *as presented*, thereby setting the 2018/2019 final budget and non-ad valorem special assessment tax roll.

Note: At approximately 6:49 p.m., Mr. Silva closed the Public Hearing and simultaneously reconvened the Regular Meeting.

H. OLD BUSINESS

1. Discussion Regarding Playground Solar Lighting – Las Ramblas

Mr. Silva stated that he had received a proposal from two (2) contractors regarding the installation of solar lights to illuminate the 2 playgrounds within the Las Ramblas open-space areas. Arking Solutions provide the option for installing either four (4) galvanized steel solar light poles or 4 concrete solar light poles (2 solar light poles per playground) which would cost \$29,380.30 and \$27,104.50, respectively. On the other hand, Hypower Electrical Services Group provided a proposal in the amount of \$22,400 for the installation of 4 galvanized steel solar light poles. A discussion ensued after which the Board consensus was to have the District Manager find out the cost of installing concrete solar light poles with Hypower Electrical Services Group and then choose the lowest bidding contractor. Mr. Silva advised that the cost of installing the solar light poles will fall within the budgeted amount.

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

2. Update Regarding First Amendment to Security Facilities License Agreement

Mr. Silva stated that the First Amendment to the Security Facilities License Agreement had been drafted and was sent to the Fontainebleau Lakes Single Family Homes West Homeowners' Association (the "Association"). An update regarding this matter will be provided at the next Board meeting.

3. Update Regarding Potential Legal Action Regarding Sanitary Sewer Breaks

Mr. Silva stated, pursuant to the previous District Board meeting, he had sent all incident reports pertaining to past Sanitary Sewer System breaks within the District (including the cost for repairs) to District Counsel. Mr. Scott Cochran (District Counsel) provided the Board with his legal opinion regarding the provided information, after which it was recommended that the District take into account the economic impact of pursuing legal action. In addition, Mr. Cochran attempted to contact the Fontainebleau Lakes Single Family Homes West Homeowners' Association's (the "Single Family HOA") attorney, after which he was unable to obtain a return phone call. A discussion ensued after which the Board consensus was to take no legal action regarding the matter.

I. NEW BUSINESS

1. Consider Resolution No. 2018-04 – Adopting a Fiscal Year 2018/2019 Meeting Schedule

Mr. Silva presented Resolution No. 2018-04, entitled:

RESOLUTION NO. 2018-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva provided an explanation for the resolution. A discussion ensued after which;

A **motion** was made by Mr. Rodriguez, seconded by Mr. Toy and passed unanimously to approve and adopt Resolution No. 2018-04, *as presented*; and thereby setting the 2018/2019 Regular Meeting schedule and authorizes the publication of the schedule, as required by law.

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

2. Consider Resolution No. 2018-05 – Adopting a Statewide Mutual Aid Agreement

Mr. Silva presented Resolution No. 2018-05, entitled:

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE *REVISED* FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva provided an explanation for the revised document. A discussion ensued after which;

A **motion** was made by Ms. Sanchez-Bergamo, seconded by Mr. Rodriguez and unanimously passed to approve and adopt Resolution No. 2018-05, *as presented*; thereby accepting the revised Mutual Aid Agreement between the District and the State of Florida.

3. Discussion Regarding Landscape Maintenance Proposals

Mr. Silva provided a matrix table which compared four (4) Annual Lawn and Landscape Maintenance proposals (including the current Lawn and Landscape contractor, SprayPro) that were provided to the District. The proposers were asked to quote on a scope of services which included twenty-nine (29) cuts per year, edging and weed control, monthly wet checks and debris pick up. The following are the annual base service costs for the proposers:

- SprayPro - \$69,588.48
- Pan American Landscaping - \$85,200
- FRD Complete Tree Service & Lawn Care - \$81,600
- Plant Brothers Landscape Services - \$110,055

A discussion ensued after which the Board consensus was to table the topic until the next meeting.

4. Discussion Regarding Potential Installation of Dog Park – Las Sevilas

Mr. Silva stated that this item was added for consideration at the request of the Fontainbleau Lakes Courtyard West Condominium Association, Inc. (the “Condo Association”). Mr. Silva provided the Board with a couple of locations where a dog park could potentially be installed within Las Sevilas. Mr. Silva added that if the Board was to consider the installation of a dog park, the District would have to check the permitting requirements with Miami-Dade County and the “Keep the Blue Green” Agreement. A discussion ensued

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

after which the Board consensus was to revisit this topic sometime in the next fiscal year because of budgetary restrictions.

5. Discussion Regarding Dumpster Rental – Las Ramblas

Mr. Silva advised that the District and the Single Family HOA have been discussing the possibility of renting a dumpster in order to reduce the amount of landscaping debris that is stored behind the lift station within Las Ramblas. Mr. Silva estimates that the bi-weekly cost of renting a three (3) cubic yards dumpster will be about One Hundred (\$100) Dollars, which will be split with the Single Family HOA. The Board consensus was to proceed with the dumpster rental.

6. Add-On: Discussion Regarding Illegal Parking of Vehicles along Fontainbleau Boulevard

Ms. Sanchez-Bergamo advised that there had been an increase in vehicles parking in the median islands located within Fontainbleau Boulevard between NW 97th Avenue and NW 107th Avenue. Mr. Silva informed Ms. Sanchez-Bergamo that the referenced area is not within the boundaries of the District. As a result, Mr. Silva stated that he would reach out to the local police department to inform them of the illegal parking that is impeding the line of sight for vehicular traffic.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

There was no Staff Report at this time.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Silva stated unless an emergency were to arise, the next meeting would be in October or November 2018.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Toy, seconded by Mr. Rodriguez and passed unanimously to adjourn the Regular Board Meeting at 7:48 p.m.

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JULY 16, 2018

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2018-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Fontainbleau Lakes Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2017/2018 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 15th day of October, 2018.

ATTEST:

**FONTAINBLEAU LAKES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Fontainebleau Lakes
Community Development District

**Amended Final Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

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- II AMENDED FINAL DEBT SERVICE FUND BUDGET

AMENDED FINAL BUDGET
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18	AMENDED FINAL BUDGET 10/1/17 - 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
Administrative Assessments	82,159	85,725	85,725
Maintenance Assessments	317,744	317,744	317,744
Debt Assessments (A)	463,915	463,915	463,915
Other Revenues	0	2,900	2,900
Interest Income	420	560	550
TOTAL REVENUES	\$ 864,238	\$ 870,844	\$ 870,834
EXPENDITURES			
ADMINISTRATIVE ASSESSMENTS			
Supervisor Fees	3,000	1,400	1,400
Payroll Taxes (Employer)	230	107	107
Management	25,644	25,644	25,644
Secretarial & Field Operations	5,600	5,600	5,600
Legal	14,000	11,000	9,640
Assessment Roll	10,000	10,000	10,000
Audit Fees	3,200	3,200	3,200
Arbitrage Rebate Fee	650	650	650
Insurance	7,200	6,042	6,042
Legal Advertisements	750	750	585
Miscellaneous	2,000	2,300	2,176
Postage	550	290	272
Office Supplies	850	525	496
Dues & Subscriptions	175	175	175
Trustee Fee	3,000	3,000	0
Continuing Disclosure Fee	500	350	350
Website Management	1,500	1,500	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 78,849	\$ 72,533	\$ 67,837
MAINTENANCE EXPENDITURES			
Engineering/Annual Report/Inspections	6,600	1,105	1,105
Lake Tract Aquatic Maintenance (Includes Parcel 1)	12,600	10,610	10,610
Landscaping Service/Pest Control/Fertilizer	85,280	82,000	76,163
Storm Related Landscaping	0	40,000	40,000
Mulch (Tree Rings & Shrubbery Beds)	8,400	10,000	9,765
Irrigation Systems Maintenance (North & South)	12,600	8,000	7,774
Tree & Shrubbery Replacement (North & South)	9,000	19,000	18,265
Community Lighting Upkeep (North & South)	15,600	16,500	16,125
FP&L - Power - Street Lighting (North & South)	36,000	29,856	29,856
FP&L - Power - Irrigation Pump Stations (North & South)	3,600	1,038	1,038
Park Maintenance - Upkeep	7,200	500	295
Roadways & Street Maintenance (North & South)	7,200	8,500	8,388
Fountain Maintenance (Tract A)	3,000	750	500
Miscellaneous Electrical Improvements (North & South)	4,200	11,000	10,891
Entrance/Exit Gate Maintenance/Repairs (North & South)	9,000	625	625
Electrical Outlets Maintenance (North & South)	1,800	50	0
Traffic Calming Devices Maintenance/Parking Enforcement	3,600	5,400	5,400
Open Space Misc MTE - Tracts P,Q,W,X,Y,Z	4,800	1,000	990
Hurricane Preparedness/Miscellaneous	9,000	100	0
Lift Station Maintenance (North & South)	36,000	42,500	40,764
Lift Station Power - FPL (North & South)	7,800	3,855	3,855
Miscellaneous Improvements (North & South)	4,000	6,000	5,727
Maintenance Contingency	15,000	16,000	14,991
TOTAL MAINTENANCE EXPENDITURES	\$ 302,280	\$ 314,389	\$ 303,127
TOTAL EXPENDITURES	\$ 381,129	\$ 386,922	\$ 370,964
REVENUES LESS EXPENDITURES	\$ 483,109	\$ 483,922	\$ 499,870
BOND PAYMENTS	(436,080)	(444,508)	(444,508)
BALANCE	\$ 47,029	\$ 39,414	\$ 55,362
COUNTY APPRAISER & TAX COLLECTOR FEE	(17,276)	(8,485)	(8,485)
DISCOUNTS FOR EARLY PAYMENTS	(34,553)	(27,680)	(27,680)
EXCESS/ (SHORTFALL)	\$ (4,800)	\$ 3,249	\$ 19,197
CARRYOVER FROM PRIOR YEAR	4,800	4,800	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 8,049	\$ 19,197

FUND BALANCE AS OF 9/30/17	\$265,047
FY 2017/2018 ACTIVITY	\$3,249
FUND BALANCE AS OF 9/30/18	\$268,296

Notes
Carryover From Prior Year Of \$4,800 was used to reduce Fiscal Year 2017/2018 Assessments.
\$57,675 Of Fund Balance To Be Used To Reduce 2018/2019 Assessments.

AMENDED FINAL BUDGET
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18	AMENDED FINAL BUDGET 10/1/17 - 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
Interest Income	0	6,100	6,089
NAV Tax Collection	436,080	444,508	444,508
Total Revenues	\$ 436,080	\$ 450,608	\$ 450,597
EXPENDITURES			
Principal Payments	215,000	215,000	215,000
Interest Payments	215,669	217,819	217,819
Bond Redemption	5,411	0	0
Total Expenditures	\$ 436,080	\$ 432,819	\$ 432,819
Excess/ (Shortfall)	\$ -	\$ 17,789	\$ 17,778

FUND BALANCE AS OF 9/30/17	\$454,441
FY 2017/2018 ACTIVITY	\$17,789
FUND BALANCE AS OF 9/30/18	\$472,230

Notes

Bond Reserve Fund Balance = \$221,648*. Bond Revenue Fund Balance = \$250,513*.
Revenue Fund Balance To Be Used To Make 11/1/18 Interest Payment Of \$106,760.

* Approximate Amounts

Series 2016 Bond Refunding Information

Original Par Amount =	\$6,430,000	Annual Principal Payments Due:
Interest Rate =	2.00% - 4.125%	May 1st
Issue Date =	October 2016	Annual Interest Payments Due:
Maturity Date =	May 2038	May 1st & November 1st
Par Amount As Of 9/30/18 =	\$6,010,000	

October 15, 2018

RE: Fontainbleau Lakes Community Development District Auditor Renewal

At the November 16, 2015 Fontainbleau Lakes Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2015, 9-30-2016 and 9-30-2017 year end audits of the District with an option to perform the 9-30-2018 and 9-30-2019 audits.

The fees for the 9-30-2015 audit were \$3,000. The fees for the 9-30-2016 audit were \$3,100. And the fees for the 9-30-2017 audit were \$3,200. The proposed fee for the 9-30-2018 audit is \$3,200, which is the budgeted amount for audit fees for Fiscal Year 2018/2019. And the proposed fee for the 9-30-2019 audit is \$3,200.

Grau & Associates has been the district auditor for the past eleven years. Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2018 and 9-30-2019 audits for Grau & Associates.

Special District Services, Inc.

FINANCIAL RISK MANAGEMENT POLICY

(Fiscal Year 2017/2018)

Special District Services, Inc. (“SDS, Inc.”), acting in the capacity of District Manager, as part of good management practices and to satisfy annual audit requirements does implement certain measures and procedures to identify and mitigate financial mismanagement/fraud risks, as follows:

a. Each month the District’s operating/checking bank account is reconciled by an authorized person who has not deposited funds to, processed expenditures or written checks from, that particular operating/checking account; and

b. Each expenditure from the District’s operating/checking account requires a minimum of two (2) approvals from authorized staff and/or District officials and the respective approvals are provided by persons other than the preparer of the expenditure(s); and

c. All financial transactions are logged and maintained by the District Manager for record keeping purposes; and

d. A designated member of the Board (by an electronic approval procedure) has an opportunity to review the District’s expenditure(s) prior to the payment(s) being released; and

e. The District engages an independent firm, pursuant to Chapter 218.391, Florida Statutes, to audit the prior year’s financial activities (October 1st through September 30th) from which an independent fiscal year annual audit is prepared; and

f. Within sixty (60) days of the end of each fiscal year (September 30th) the District’s Board of Supervisors reviews, pursuant to Chapter 189.418(5), Florida Statutes, the prior year’s budget relative to actual revenues and expenditures and adopts by resolution an amended/revised final budget.
