



**FONTAINBLEAU LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
SPECIAL BOARD MEETING
OCTOBER 16, 2023
6:30 P.M.**

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

www.fontainbleaulakescdd.org

786.303.3661 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

AGENDA
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
Las Ramblas Clubhouse Conference Room
9960 NW 10th Terrace
Miami, Florida 33172
REGULAR BOARD MEETING
October 16, 2023
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
 - 1. September 18, 2023 Regular Board Meeting Minutes.....Page 2
- G. Old Business
 - 1. Discussion Regarding Perimeter Fence (Las Ramblas) – Letter of Interpretation
 - 2. Discussion Regarding Past Capital Improvement Expenditures.....Page 6
- H. New Business
 - 1. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....Page 7
 - 2. Consider Resolution No. 2023-07 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 9
 - 3. Discussion Regarding Speed Humps
 - 4. Consider and Approve 2-Year Renewal Option – Grau & Associates.....Page 15
- I. Administrative & Operational Matter
 - 1. Auditor Renewal Memo
- J. Board Members & Staff Closing Comments
- K. Adjourn

NOTICE OF SPECIAL BOARD MEETING OF THE FONTAINBLEAU LAKES COMMUNITY
DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Fontainebleau Lakes Community Development District (the "District") will hold a Special Board Meeting on October 16, 2023, at 6:30 p.m. in the Las Ramblas Clubhouse Conference Room located at 9960 NW 10th Terrace, Miami, Florida 33172. The purpose of the Special Board Meeting is for the Board to address any District business which may lawfully and properly come before it. A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or asilva@sdsinc.org (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Fontainebleau Lakes Community Development District
www.fontainebleaulakescdd.org
10/6 23-53/0000686892M

**FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 18, 2023**

A. CALL TO ORDER

District Manager Armando Silva called the September 18, 2023, Regular Board Meeting of the Fontainbleau Lakes Community Development District (the “District”) to order at 6:35 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 Regular Board Meeting had been published in the *Miami Daily Business Review* on October 7, 2022, as legally required.

C. ESTABLISH A QUORUM

Mr. Silva determined that the attendance of Chairperson Edward Aparicio, Vice Chairperson Mayra De Torres and Supervisors Miguel Garcia, Humberto Jovanovic and Arno Lemus 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.

Others in attendance were: Alex Zust (CAM Brokerage & Management Services, LLC.)

D. ADDITIONS 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

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

F. APPROVAL OF MINUTES

1. May 15, 2023 Regular Board Meeting

Mr. Silva presented the minutes of the May 15, 2023, Regular Board Meeting. A **motion** was made by Mr. Garcia, seconded by Mr. Jovanovic and passed unanimously approving the minutes of the May 15, 2023, Regular Board Meeting, as presented.

2. August 21, 2023 Regular Board Meeting & Public Hearing

Mr. Silva presented the minutes of the August 21, 2023, Regular Board Meeting & Public Hearing. A **motion** was made by Mr. Aparicio, seconded by Mr. Jovanovic and passed unanimously approving the minutes of the August 21, 2023, Regular Board Meeting & Public Hearing, as presented.

G. OLD BUSINESS

1. Discussion Regarding Perimeter Fence

Mr. Silva stated that District field operations staff is in the process of obtaining a Letter of Interpretation from the County regarding the permitting process for the installation of the perimeter fence along the perimeter of the Las Ramblas open space tracts.

2. Update Regarding Shoma Project and Keep the Bleau Green – Miguel Garcia

Mr. Garcia provided the Board with an update regarding the potential Shoma project and stated that all indications point towards the project potentially being approved by the Board of County Commissioners. A discussion ensued after which the Board's stance remains the same as they will not be signing the Amendment to the Declaration of Restrictions required by the County for the approval of the Shoma project.

3. Discussion Regarding Shade Structures

Mr. Garcia stated that he would like for the Board to consider adding a shading structure to the newly added playground within Las Sevillas. He stated that the funding for the structure would come from the \$10,000 donation that was provided by Delta Airlines as part of the playground installation project. A discussion ensued after which the Board suggested that a price for the installation of a shade structure be obtained prior to making any decisions.

4. Discussion Regarding Lake Conditions

Mr. Silva stated that the unusually high amount of algae on the surface of the lakes is due to the increased amount of sunlight that this summer has created. The aquatic maintenance contractor also stated that they will be servicing the lake once again and will be adding another round of algaecide to assist with the excessive algae.

H. NEW BUSINESS

1. Consider Billing Rate Change – Alvarez Engineers

Mr. Silva presented a First Amendment to Engineering Agreement. He explained that the District Engineer, Alvarez Engineers, has requested that the Board consider updating the hourly billing rates for engineering personnel. Ms. Silva informed the Board that the existing billing rates have been in effect since 2007, and he also confirmed that the District's budget includes sufficient funds for the engineering budget line, and that the increase in billing rates will not affect the District's budget. As per Alvarez Engineers, the billing rates will be reviewed again after a period of five (5) years. A discussion ensued, after which:

A **motion** was made Mr. Aparicio, seconded by Ms. De Torres and unanimously passed, accepting the First Amendment to Engineering Agreement, updating the billing rates proposed by Alvarez Engineers.

2. Consider Resolution No. 2023-06 – Authorizing Electronic Approvals and Check Signers

Mr. Silva presented Resolution No. 2023-06, entitled:

RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva provided an explanation for the document. Due to the resignation of Timothy Toy, check signers for the District's operating account would be changing and it would be in order to consider the necessary changes. A discussion ensued after which:

A **motion** was made by Mr. Aparicio, seconded by Ms. De Torres and unanimously passed to approve and adopt Resolution No. 2023-06, as presented, thereby authorizing electronic approvals for expenditures and selecting Todd Wodraska, Jason Pierman, Patricia LasCasas, Armando Silva and Humberto Jovanovic to serve as the signatories on the District's checking/operating account. Two (2) signatures will be required on each check and checks will be released after electronic approvals have been provided by the Chairperson or the Vice Chairperson in the Chairperson's absence.

3. Update Regarding Capital Improvements

Mr. Silva stated that a spreadsheet showing the capital improvement expenses for Las Sevillas and Las Ramblas will be provided at the upcoming meeting.

4. Discussion Regarding Shade Structures for Playgrounds

This item was tabled for the next meeting.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Discussion Regarding Ethics Training

Mr. Cochran explained that effective January 1, 2024, elected officers, such as the District Board Supervisors, will be required to complete four (4) hours of ethics training annually. He further explained that this requirement is noted on page 1 of the Form 1, Statement of Financial Interests, which is completed annually by Board Supervisors. Mr. George recommended that this training requirement be completed by July 1 annually, so that the supervisor or officer can verify compliance with the required training on his or her Form 1. Additionally, if supervisors or officers assume office on or before March 31st, they must complete the ethics training by December 31st of the year the term begins; however, if the term starts after March 31st, the supervisor or officer is not required to complete the required ethics training until December 31st of the following year.

2. Discussion Regarding Memo 2023 Legislative Update

Mr. Cochran provided the Board with a brief overview of the key points from the 2023 legislative session held in Tallahassee which affects Special Taxing Districts.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member or Staff closing comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Aparicio, seconded by Ms. De Torres and passed unanimously to adjourn the Regular Board Meeting at 8:34 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**DISCUSSION REGARDING PAST
CAPITAL IMPROVEMENT
EXPENDITURES**

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Fontainbleau Lakes Community Development District ("District") to establish a regular meeting schedule for fiscal year 2023/2024; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 16th day of October, 2023.

ATTEST:

**FONTAINBLEAU LAKES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the “Board”) of the **Fontainebleau 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 16, 2023
November 20, 2023
February 18, 2024
March 18, 2024
April 15, 2024
May 20, 2024
June 17, 2024
September 16, 2024**

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 786-313-3661 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 786-313-3661 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

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

FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT

www.fontainebleaulakescdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW XX/XX/2023

RESOLUTION NO. 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 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 (the “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 2022/2023 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 16th day of October, 2023.

ATTEST:

**FONTAINBLEAU LAKES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Fontainbleau Lakes
Community Development District

**Amended Final Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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AMENDED FINAL BUDGET
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
Administrative Assessments	90,194	92,544	92,544
Maintenance Assessments	350,000	350,001	350,001
Debt Assessments	463,915	463,916	463,916
Other Revenues	0	13,200	13,200
Interest Income	180	14,621	14,521
TOTAL REVENUES	\$ 904,289	\$ 934,282	\$ 934,182
EXPENDITURES			
ADMINISTRATIVE ASSESSMENTS			
Supervisor Fees	3,000	2,200	2,200
Payroll Taxes (Employer)	230	168	168
Management	30,012	30,012	30,012
Secretarial & Field Operations	6,300	6,300	6,300
Legal	12,500	23,000	20,195
Assessment Roll	10,000	10,000	10,000
Audit Fees	3,200	3,200	3,200
Arbitrage Rebate Fee	650	650	650
Insurance	9,145	18,822	18,822
Legal Advertisements	800	800	520
Miscellaneous	2,200	2,500	2,229
Postage	600	685	678
Office Supplies	800	875	847
Dues & Subscriptions	175	175	175
Trustee Fee	3,250	3,250	3,250
Continuing Disclosure Fee	350	350	350
Website Management	1,750	1,750	1,750
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 84,962	\$ 104,737	\$ 101,346
TOTAL MAINTENANCE EXPENDITURES	\$ 358,000	\$ 462,532	\$ 434,206
TOTAL EXPENDITURES	\$ 442,962	\$ 567,269	\$ 535,552
REVENUES LESS EXPENDITURES	\$ 461,327	\$ 367,013	\$ 398,630
BOND PAYMENTS	(436,080)	(443,703)	(443,703)
BALANCE	\$ 25,247	\$ (76,690)	\$ (45,073)
COUNTY APPRAISER & TAX COLLECTOR FEE	(18,082)	(8,750)	(8,750)
DISCOUNTS FOR EARLY PAYMENTS	(36,165)	(30,659)	(30,659)
EXCESS/ (SHORTFALL)	\$ (29,000)	\$ (116,099)	\$ (84,482)
CARRYOVER FROM PRIOR YEAR	29,000	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (116,099)	\$ (84,482)

FUND BALANCE AS OF 9/30/22
FY 2022/2023 ACTIVITY
FUND BALANCE AS OF 9/30/23

\$322,440
(\$116,099)
\$206,341

Notes

Carryover from prior year of \$29,000 was used to reduce Fiscal Year 2022/2023 Assessments.

AMENDED FINAL BUDGET
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
MAINTENANCE EXPENDITURES
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
MAINTENANCE EXPENDITURES			
Engineering/Annual Report/Inspections	8,000	3,000	1,675
Lake Tract Aquatic Maintenance (Includes Parcel 1)	14,000	12,000	10,762
Landscaping Service/Pest Control/Fertilizer	110,000	110,000	106,185
Mulch (Tree Rings & Shrubbery Beds)	10,000	5,600	5,600
Irrigation Systems Maintenance (North & South)	10,000	10,000	9,233
Tree & Shrubbery Replacement (North & South)	25,000	43,500	43,054
Community Lighting Upkeep (North & South)	15,000	14,000	12,341
FP&L - Power - Street Lighting (North & South)	27,000	19,360	19,360
FP&L - Power - Irrigation Pump Stations (North & South)	3,000	1,372	1,372
FP&L - Power - Lift Stations (North & South)	5,000	5,000	4,044
Roadways & Street Maintenance (North & South)	35,000	36,000	35,976
Fountain Maintenance (Tract A)	3,000	6,200	5,279
Entrance/Exit Gate Maintenance/Repairs (North & South)	10,000	12,000	10,875
Hurricane Preparedness/Miscellaneous	25,000	2,500	0
Lift Station Maintenance (North & South)	25,000	110,000	99,459
Miscellaneous Improvements (North & South)	32,000	70,000	67,357
Dumpster Rental	1,000	0	0
AT&T Wireless (Hot Spot)	0	2,000	1,634
TOTAL MAINTENANCE EXPENDITURES	\$ 358,000	\$ 462,532	\$ 434,206

AMENDED FINAL BUDGET
FONTAINBLEAU LAKES COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
Interest Income	25	22,319	22,319
NAV Tax Collection	436,080	443,703	443,703
Total Revenues	\$ 436,105	\$ 466,022	\$ 466,022
EXPENDITURES			
Principal Payments	245,000	245,000	245,000
Interest Payments	191,080	194,144	194,144
Bond Redemption	25	0	0
Total Expenditures	\$ 436,105	\$ 439,144	\$ 439,144
Excess/ (Shortfall)	\$ -	\$ 26,878	\$ 26,878

FUND BALANCE AS OF 9/30/22	\$530,106
FY 2022/2023 ACTIVITY	\$26,878
FUND BALANCE AS OF 9/30/23	\$556,984

Notes

Bond Reserve Fund Balance = \$238,887*. Bond Revenue Fund Balance = \$318,097*.

Revenue Fund Balance To Be Used To Make 11/1/23 Interest Payment Of \$94,009.

* 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 9/30/23 =	\$4,855,000	

October 16, 2023

RE: Fontainbleau Lakes Community Development District Auditor Renewal

At the February 15, 2021 Fontainbleau Lakes Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2020, 9-30-2021 and 9-30-2022 year end audits of the District with an option to perform the 9-30-2023 and 9-30-2024 audit.

The fees for the 9-30-2020 audit were \$3,000. The fees for the 9-30-2021 audit were \$3,100. And the fees for the 9-30-2022 audit were \$3,200. The proposed fee for the 9-30-2023 audit is \$3,300, which is the budgeted amount for audit fees for Fiscal Year 2023/2024. And the proposed fee for the 9-30-2024 audit is \$3,400.

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 9-30-2023 and 9-30-2024 audits for Grau & Associates.

Special District Services, Inc.