



**LAKE FRANCES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 22, 2023
6:30 P.M.**

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

www.lakefrancescdd.org
786.347.2700 ext. 2700 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT
Hampton Inn & Suites - Homestead
1st Floor Conference Room (Cove Board Room)
2855 N.E. 9th Street
Homestead, Florida 33033
REGULAR BOARD MEETING
March 22, 2023
6:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Board Member Resignation (Demetrius Young – Effective 12/28/2022).....Page 2
- E. Consider Resolution No. 2023-01 – Declaring Vacancies (Seats #3 and #4).....Page 3
- F. Discussion Regarding Vacancy in Seats #3 and #4 and Appointment to Fill Vacancies
- G. Administer Oath of Office and Review New Board Member Duties and Responsibilities
- H. Election of Officers
 - Chairperson
 - Vice Chairperson
 - Secretary/Treasurer
 - Assistant Secretaries
- I. Additions or Deletions to Agenda
- J. Comments from the Public for Items Not on the Agenda
- K. Approval of Minutes
 - 1. November 16, 2022 Regular Board Meeting.....Page 5
- L. Old Business
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- M. New Business
 - 1. Consider Resolution No. 2023-02 – Adopting a Fiscal Year 2023/2024 Proposed Budget.....Page 10
 - 2. Consider Resolution No. 2023-03 – Authorizing Electronic Approvals & Check Signers.....Page 17
 - 3. Consider Engineering Updated Rates Request (Alvarez Engineers).....Page 18
 - 4. Consider Adjustment to District Counsel Fee Structure.....Page 20
- N. Administrative & Operational Matters
 - 1. Staff Report, as Required
- O. Board Member & Staff Closing Comments
- P. Adjourn

MIAMI-DADE

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared MARIA MESA, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT -
FISCAL YEAR 2022/2023 REGULAR MEETING SCHEDULE

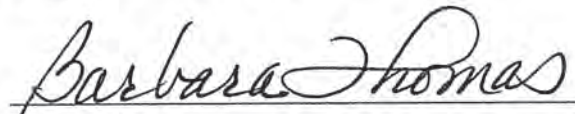
in the XXXX Court,
was published in said newspaper by print in the issues of
and/or by publication on the newspaper's website, if
authorized, on

10/17/2022

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

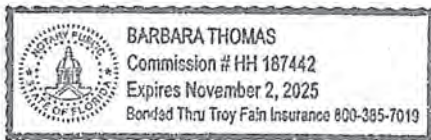


Sworn to and subscribed before me this
17 day of OCTOBER, A.D. 2022



(SEAL)

MARIA MESA personally known to me



LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2022/2023 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Lake Frances Community Development District (the "District") will hold Regular Meetings in the Hampton Inn & Suites - Homestead, 1st Floor Conference Room (Cove Board Room) located at 2855 NE 9th Street, Homestead, Florida 33033 at 6:30 p.m. on the following dates:

October 26, 2022
November 16, 2022
January 25, 2023
February 22, 2023
March 22, 2023
April 26, 2023
May 24, 2023
June 28, 2023
July 26, 2023
August 23, 2023
September 27, 2023

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at nnguyen@sdsinc.org and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

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

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

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at nnguyen@sdsinc.org and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT

www.lakefrancescdd.org

10/17

22-43/0000625745M

December 28, 2022

Board of Supervisors
Lake Frances Community Development District
c/o Special District Services, Inc., District Manager
2501A Burns Road
Palm Beach Gardens, FL 33410

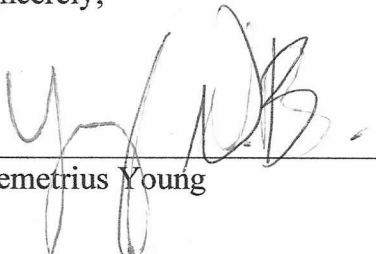
RE: Resignation

Dear Board of Supervisors,

Please be advised that I am resigning my position as Board Member and Supervisor on the Board of Supervisors of the **Lake Frances Community Development District** effective December 28, 2022.

It has been a pleasure serving as a Board Member.

Sincerely,



Demetrius Young

RESOLUTION NO. 2023-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT
DECLARING VACANCIES ON THE BOARD OF SUPERVISORS
PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, pursuant to the provisions of Section 190.006, Florida Statutes, the members of the Board of Supervisors (the “District Board”) of the Lake Frances Community Development District (the “District”) are to be elected by the qualified electors of the District at a general election to be held on November 8, 2022 (the “General Election”); and

WHEREAS, the District provided published notice of the qualifying period for election to the District Board at least two (2) weeks prior to the start of the qualifying period for the General Election, as required by Section 190.006(3)(b), Florida Statutes; and

WHEREAS, the **Miami-Dade** County Supervisor of Elections has confirmed that at the close of the qualifying period for election to the District Board, no elector qualified for Seats #3 and #4 to be filled in the General Election; and

WHEREAS, pursuant to Section 190.006(3)(b), Florida Statutes, the District is required to declare the seats to be filled by the election to which no qualified elector has qualified as vacant and to appoint a qualified elector to fill each such vacancy within 90 days of the second Tuesday following the General Election.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT,
THAT:**

1. The recitals above are true and correct and are hereby made a part of this Resolution.
2. The District Board hereby declares Seats #3 and #4 to be vacant, effective on the second Tuesday following the General Election.
3. The District Board shall appoint a qualified elector to Seats #3 and #4 within 90 days of the second Tuesday following the General Election, as required by Section

190.006(3)(b), Florida Statutes. Until such appointment, the incumbent board member in such seats shall remain in office.

4. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED this 22nd day of March, 2023 by the Board of Supervisors of the Lake Frances Community Development District.

ATTEST:

**LAKE FRANCES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair / Vice Chair

**LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 16, 2022**

A. CALL TO ORDER

District Manager Nancy Nguyen called the November 16, 2022, Regular Board Meeting of the Lake Frances Community Development District (the “District”) to order at approximately 6:35 p.m. in the Hampton Inn & Suites – Homestead, 1st Floor Conference Room (Cove Board Room) located at 2855 NE 9th Street, Homestead, Florida 33033.

B. PROOF OF PUBLICATION

Ms. Nguyen presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 17, 2022, as part of the District’s Fiscal Year 2022/2023 Regular Meeting Schedule, *as legally required*.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Vice Chairman David Lumpkin and Supervisors Gabriel Pedrini and Nelson Peña constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Nancy Nguyen of Special District Services, Inc.; and General Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions 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. April 27, 2022, Regular Board Meeting & Public Hearing

Ms. Nguyen presented the minutes of the April 27, 2022, Regular Board Meeting and Public Hearing and asked if there were any changes. There being no changes, a **motion** was made by Mr. Peña, seconded by Mr. Pedrini and unanimously passed approving the minutes of the April 27, 2022, Regular Board Meeting and Public Hearing minutes, *as presented*.

G. OLD BUSINESS

1. Discussion Regarding Miami-Dade County Fire Rescue Training Exercising

Ms. Nguyen stated that Mr. Lumpkin had informed her that the Miami-Dade County Fire Department was conducting training exercises in the District’s lake again. Ms. Nguyen advised that she contacted the Department’s Division Training Chief regarding the use of the District’s lake for staff training, explaining that she advised them that the lake was a storage basin for stormwater discharge and requested that no further exercises be conducted in the District’s lake. Ms. Nguyen reminded the Board that the District had brought this matter to the attention of the Division Training Chief several

times before, but they continue to use the lake for training purposes. Additionally, the Division Chief had been invited to attend District meetings to discuss this matter and come to an agreement with the District, but he has not yet attended any meetings. The Board directed Ms. Nguyen to contact the Division Training Chief to discuss the possibility of entering into an Agreement which would indemnify the District and allow them to continue conducting their training exercises in the District's lake. Ms. Nguyen acknowledged the Board's request. A discussion ensued, after which;

A **motion** was made by Mr. Lumpkin, seconded by Mr. Peña and unanimously passed authorizing District Counsel to prepare an Agreement between the District and Miami-Dade County Fire Department; and further authorizing the District Manager to execute such Agreement on behalf of the Chairman.

H. NEW BUSINESS

1. Consider Resolution No, 2022-05 - Adopting a Fiscal Year 2021/2022 Amended Budget

Ms. Nguyen presented Resolution No. 2022-05, entitled:

RESOLUTION NO. 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET ("AMENDED BUDGET"), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen read the title into the record and provided an explanation for the document. She indicated that there was an operating fund balance of approximately \$195,000 at the end of the fiscal year. A discussion ensued after which:

A **motion** was made by Mr. Peña, seconded by Mr. Pedrini and unanimously passed to adopt Resolution No. 2022-05, *as presented*, thereby setting the amended/revised budget for the 2021/2022 fiscal year.

2. 2022 Legislative Session Update Memo

Ms. Nguyen explained that District Counsel had prepared a memorandum summarizing the legislative acts that had become law during the most recent legislative session. Mr. George provided an explanation of the laws that pertain to the District. Mr. George advised that if anyone had any questions regarding these new laws, they may contact his office or visit <http://laws.flrules.org/>.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Statement of Financial Interests/Disclosure 2021 Form 1 Update

Ms. Nguyen advised that all Supervisors had filed their Statement of Financial Interests 2021 Form 1 timely.

2. General Election Candidates (Seats 3 & 4; General Election 11/8/22)

Ms. Nguyen advised that no electors had qualified for Seats 3 (Demetrius Young) and 4 (David Limpkin); therefore, vacancies would be declared, effective the second Tuesday following the general

election (November 22, 2022). Ms. Nguyen further explained that the incumbents in these seats shall remain on the Board as holdovers until the Board appoints a qualified elector to serve in such seats.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no comments from Board Members.

Ms. Nguyen stated that unless an emergency were to arise, the Board would not need to meet until March 22, 2023.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Lumpkin, seconded by Mr. Pedrini and unanimously passed adjourning the Regular Board Meeting at 7:19 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

LAW OFFICES
BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.

ESTABLISHED 1977

DENNIS E. LYLES
JOHN W. MAURO
KENNETH W. MORGAN, JR.
RICHARD T. WOULFE
CAROL J. HEALY GLASGOW
MICHAEL J. PAWELCZYK
ANDREW A. RIEF
MANUEL R. COMRAS
GINGER E. WALD
JEFFERY R. LAWLEY
DONNA M. KRUSBE
SCOTT C. COCHRAN
SHAWN B. McKAMEY
ALINE O. MARCANTONIO
JOHN C. WEBBER

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NATIONAL OFFICE CENTER
300 AVENUE OF THE CHAMPIONS, SUITE 270
PALM BEACH GARDENS, FLORIDA 33418
(561) 659-5970
FAX: (561) 659-6173

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE

CHRISTINE A. BROWN
GREGORY F. GEORGE
BRAD J. KIMBER

OF COUNSEL
CLARK J. COCHRAN, JR.
SUSAN F. DELEGAL
SHIRLEY A. DeLUNA
GERALD L. KNIGHT
BRUCE M. RAMSEY

STEVEN F. BILLING, 1947-1998
HAYWARD D. GAY, 1943-2007

December 6, 2022

VIA U.S. MAIL

Captain Abraham Iglesias
9300 NW 41ST Street
Doral, FL 33178

Re: Lake France Community Development District (Cease and Desist)

Dear Captain Iglesias:

This firm serves as legal counsel to the Lake Frances Community Development District (the "District"), which is a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, and Miami-Dade County Ordinance No. 06-155. This letter serves as the District's request that the Miami-Dade Fire Rescue ("MDFR") cease and desist from using the lake, more particularly described hereafter, located within the boundaries of the District for training purposes.

The tax folio number of the lake is 30-7902-018-1440, the lake is approximately 19.93 acres, as shown on the Plat of Lake Frances Subdivision recorded in Plat Book 165, Pages 39.1 through 39.5, of the Public Records of Miami-Dade County, Florida. According to the plat and the use of the lake by the District, the lake is a storage basin for stormwater discharge. MDFR's purported use of the lake for diving and training exercises is contrary to the intended use of the lake.

The District Manager of the District, Nancy Nguyen, previously requested that MDFR cease entering the lake for diving and training exercises and was assured by you that the activities would stop; however, the diving and training exercises continue. This letter serves as a formal demand for MDFR to cease and desist from using the District's lake for diving and other training activities. The District is willing to enter into a "Proper Use" Agreement with MDFR, but absent

Captain Abraham Iglesias
December 6, 2022
Page 2

such Agreement the activities previously mentioned in this letter must cease henceforth. If you have questions, please feel free to contact me directly or Nancy Nguyen at nnguyen@sdsinc.org or 305-778-8331.

Yours very truly,

A handwritten signature in black ink, appearing to read "G.F. George", with a long, sweeping horizontal line extending to the right.

Gregory F. George, Esq.
For the Firm

cc: Nancy Nguyen, District Manager [via email only]
Ivonne Villar, Esq., Legal Advisor, Miami Dade County

RESOLUTION NO. 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “Board”) of the Lake Frances Community Development District (the “District”) is required by Section 190.008(2)(a), *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2023/2024 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted by the Board.

Section 2. A Public Hearing is hereby scheduled for May 24, 2023 at 6:30 p.m. in the Hampton Inn 1st Floor Conference Room (Cove Board Room) located at 2855 N.E. 9th Street, Homestead, Florida 33033, for the purpose of receiving public comments on the Proposed Fiscal Year 2023/2024 Budget.

PASSED, ADOPTED and EFFECTIVE this 22nd day of March, 2023.

ATTEST:

**LAKE FRANCES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Lake Frances
Community Development District

**Proposed Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

CONTENTS

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

PROPOSED BUDGET
LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
Administrative Assessments	61,242
Maintenance Assessments	17,096
Debt Assessments	146,840
Other Revenues	0
Interest Income	480
TOTAL REVENUES	\$ 225,658
EXPENDITURES	
MAINTENANCE EXPENDITURES	
Aquatic Maintenance (Lake Tract)	3,600
Lawn & Landscape Maintenance	7,200
Engineering/Annual Report/Inspections	1,750
Field Operation Management	1,620
Maintenance Contingency	1,900
TOTAL MAINTENANCE EXPENDITURES	\$ 16,070
ADMINISTRATIVE EXPENDITURES	
Supervisor Fees	3,000
Payroll Taxes (Employer)	230
Management	34,488
Legal	9,600
Assessment Roll	6,000
Audit Fees	3,200
Insurance	6,700
Legal Advertisements	725
Miscellaneous	900
Meeting Room Rental	900
Postage	200
Office Supplies	400
Dues & Subscriptions	175
Trustee Fee	4,000
Continuing Disclosure Fee	350
Website Management	2,000
Administrative Contingency	1,200
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 74,068
TOTAL EXPENDITURES	\$ 90,138
REVENUES LESS EXPENDITURES	\$ 135,520
Bond Payments	(138,030)
BALANCE	\$ (2,510)
County Appraiser & Tax Collector Fee	(4,503)
Discounts For Early Payments	(9,007)
EXCESS/ (SHORTFALL)	\$ (16,020)
Carryover From Prior Year	16,020
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	62,078	61,257	61,242	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	16,457	17,096	17,096	Expenditures/.94
Debt Assessments	146,841	146,840	146,840	Bond Payments/.94
Other Revenues	0	0	0	Other Revenues
Interest Income	25	420	480	Interest Projected At \$40 Per Month
TOTAL REVENUES	\$ 225,401	\$ 225,613	\$ 225,658	
EXPENDITURES				
MAINTENANCE EXPENDITURES				
Aquatic Maintenance (Lake Tract)	2,145	3,600	3,600	No Change From 2022/2023 Budget
Lawn & Landscape Maintenance	7,200	7,200	7,200	No Change From 2022/2023 Budget
Engineering/Annual Report/Inspections	2,075	1,250	1,750	\$500 Increase From 2022/2023 Budget
Field Operation Management	1,620	1,620	1,620	No Change From 2022/2023 Budget
Maintenance Contingency	0	2,400	1,900	Maintenance/Contingency
TOTAL MAINTENANCE EXPENDITURES	\$ 13,040	\$ 16,070	\$ 16,070	
ADMINISTRATIVE EXPENDITURES				
Supervisor Fees	1,500	3,000	3,000	Supervisor Fees
Payroll Taxes (Employer)	115	230	230	Supervisor Fees * 7.65%
Management	32,520	33,492	34,488	CPI Adjustment (Capped At 3%)
Legal	8,701	9,600	9,600	No Change From 2022/2023 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,100	3,200	3,200	Accepted Amount For 2022/2023 Audit
Insurance	5,706	6,400	6,700	Fiscal Year 2022/2023 Expenditure Was \$6,134
Legal Advertisements	538	725	725	No Change From 2022/2023 Budget
Miscellaneous	650	925	900	\$25 Decrease From 2022/2023 Budget
Meeting Room Rental	420	925	900	\$25 Decrease From 2022/2023 Budget
Postage	121	200	200	No Change From 2022/2023 Budget
Office Supplies	282	425	400	\$25 Decrease From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fee	4,000	4,000	4,000	No Change From 2022/2023 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2022/2023 Budget
Website Management	2,000	2,000	2,000	No Change From 2022/2023 Budget
Administrative Contingency	0	1,200	1,200	No Change From 2022/2023 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 66,178	\$ 72,847	\$ 74,068	
TOTAL EXPENDITURES	\$ 79,218	\$ 88,917	\$ 90,138	
REVENUES LESS EXPENDITURES	\$ 146,183	\$ 136,696	\$ 135,520	
Bond Payments	(139,773)	(138,030)	(138,030)	2024 Principal & Interest Payments
BALANCE	\$ 6,410	\$ (1,334)	\$ (2,510)	
County Appraiser & Tax Collector Fee	(2,167)	(4,503)	(4,503)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(8,675)	(9,008)	(9,007)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (4,432)	\$ (14,845)	\$ (16,020)	
Carryover From Prior Year	0	14,845	16,020	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (4,432)	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
LAKE FRANCES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	ANNUAL BUDGET	ANNUAL BUDGET	COMMENTS
Interest Income	406	25	100	Projected Interest For FY 2023/2024
NAV Tax Collection	139,773	138,030	138,030	Maximum Debt Service Collection
Total Revenues	\$ 140,179	\$ 138,055	\$ 138,130	
EXPENDITURES				
Principal Payments	79,000	82,000	81,000	Principal Payment Due In 2024
Interest Payments	59,630	56,030	53,585	Interest Payments Due In 2024
Bond Redemption	0	25	3,545	Estimated Excess Debt Collections
Total Expenditures	\$ 138,630	\$ 138,055	\$ 138,130	
Excess/ (Shortfall)	\$ 1,549	\$ -	\$ -	

Series 2018 Bond Refunding Information

Original Par Amount =	\$1,812,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.00% - 4.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	February 2018		
Maturity Date =	May 2037		
Par Amount As Of 1/1/23 =	\$1,515,000		

Lake Frances Community Development District Assessment Comparison

	Fiscal Year 2019/2020 Assessment Before Discount*	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Projected Assessment Before Discount*
Administrative	\$ 433.21	\$ 432.91	\$ 432.87	\$ 428.38	\$ 428.27
Maintenance	\$ 115.10	\$ 115.10	\$ 115.10	\$ 119.56	\$ 119.56
Debt	\$ 1,026.86	\$ 1,026.86	\$ 1,026.86	\$ 1,026.86	\$ 1,026.86
Total	\$ 1,575.17	\$ 1,574.87	\$ 1,574.83	\$ 1,574.80	\$ 1,574.69

* Assessments Include the Following :

-
- 4% Discount for Early Payments
 - 1% County Tax Collector Fee
 - 1% County Property Appraiser Fee

Community Information:

Total Units 143

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE FRANCES 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.

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

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Nancy Nguyen, and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

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

Section 1. The above recitals are hereby adopted by the Board.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved by the Board.

PASSED, ADOPTED and becomes EFFECTIVE this 22nd day of March, 2023.

ATTEST:

**LAKE FRANCES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

February 10, 2023

Board of Supervisors
Lake Frances Community Development District
Attn: District Manager Nancy Nguyen
Special District Services, Inc.
2501 Burns Road
Palm Beach Gardens, FL 33410

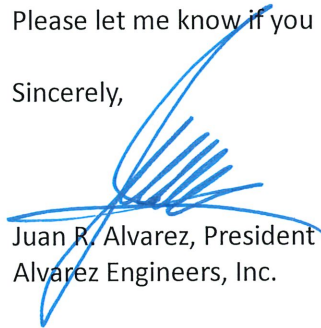
Reference: Lake Frances Community Development District
Alvarez Engineers Personnel Billing Rates
Via: Email Only: nnguyen@sdsinc.org

Dear Board of Supervisors,

In accordance with the terms of the Engineering Agreement, dated February 6, 2007, between Alvarez Engineers, Inc. and the CDD, I would like to respectfully request the Board of Supervisors to consider updating our hourly personnel billing rates and staff classifications to our proposed 2023 rates as shown in the attached table. Our rates were last revised and approved via motion by the Board on April 21, 2015.

Please let me know if you have any questions or if you would like to discuss this further.

Sincerely,



Juan R. Alvarez, President
Alvarez Engineers, Inc.

Lake Frances CDD			
Current 2015 Rates		Proposed 2023 Rates	
Principal	\$ 200.00	Principal	\$ 220.00
Chief Engineer			
Senior Engineer	\$ 170.00	Senior Engineer	\$ 185.00
Senior Project Engineer	\$ 150.00	Engineer 2	\$ 160.00
Project Manager			
Project Engineer	\$ 130.00	Engineer 1	\$ 140.00
		Electrical Engineer	\$ 135.00
Engineer	\$ 125.00	Engineer Intern	\$ 130.00
CADD	\$ 95.00	Senior Designer	\$ 110.00
		CADD/Computer Technician	\$ 100.00
		Senior Engineering Technician	\$ 95.00
Engineering Technician	\$ 85.00	Engineering Technician	\$ 90.00
Senior Administrative	\$ 80.00	Senior Administrative	\$ 95.00
Administrative	\$ 50.00	Administrative	\$ 60.00

Principal	Professional Engineer with 20+ years of post registration experience
Senior Engineer	Professional Engineer with 10+ years of post registration experience
Engineer 2	Professional Engineer with 5+ years of post registration experience
Engineer 1	Professional Engineer with 0+ years of post registration experience
Electrical Engineer	Electrical Engineer with 2+ years of post-graduate experience
Engineer Intern	Entry level with engineering degree; Engineering Intern License
Senior Designer	15+ years of design experience, non-registered
CADD/Computer Technician	Design and Drafting with 1+ year of experience
Senior Engineering Technician	5+ years of experience
Engineering Technician	Entry level, with 0-4 years of experience
Senior Administrative	Degreed executive assistant with 8+ years of experience
Administrative	Secretary / Clerical

LAW OFFICES

BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.

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PLEASE REPLY TO: FORT LAUDERDALE

CHRISTINE A. BROWN
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BRAD J. KIMBER

OF COUNSEL

CLARK J. COCHRAN, JR.
SUSAN F. DELEGAL
SHIRLEY A. DELUNA
GERALD L. KNIGHT
BRUCE M. RAMSEY

STEVEN F. BILLING (1947-1998)
HAYWARD D. GAY (1943-2007)

January 31, 2023

VIA E-MAIL ONLY— nnguyen@sdsinc.org

Ms. Nancy Nguyen
District Manager
Special District Services, Inc.
8785 S.W. 165th Avenue, Suite 200
Miami, FL 33193

**Re: Adjustment to District Counsel Fee Structure
Lake Frances Community Development District
Our File: 793.05708**

Dear Ms. Nguyen:

This firm's current fee structure has been in place since 2006. Although we are certainly mindful of the necessity to keep increases in the District's expenses, including the cost of legal services, to a minimum, it has become necessary for us to adjust our hourly rates effective April 1, 2023, as follows:

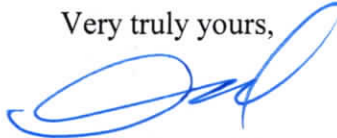
- Attorneys/Partners: \$275.00 per hour
- Attorneys/Associates: \$225.00 per hour

This hourly fee structure will be adjusted on a periodic basis in connection with the District's budget process no later than every third Fiscal Year to reflect changes in the Consumer Price Index published by the U. S. Department of Labor. The CPI has reflected a 47.7% increase since the year 2006 and we have not raised our fees during that time.

Ms. Nancy Nguyen
January 31, 2023
Page 2

Naturally, should you feel you have any questions or require any further information in support of this adjustment you should feel free to contact me at your convenience. As I think you are aware, we very much appreciate the opportunity to serve as District Counsel as well as your courtesy and cooperation with regard to the necessity of what we believe to be both infrequent and reasonable adjustments to our schedule of professional fees.

Very truly yours,



Ginger E. Wald
For the Firm

GEW/jmp