

**MINUTES OF MEETING
LAKES AT BELLA LAGO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Lakes at Bella Lago Community Development District held Public Hearings and a Regular Meeting on June 26, 2024 at 10:00 a.m., at the Holiday Inn and Suites, 620 Wells Rd, Orange Park, Florida 32073.

Present at the meeting were:

D.J. Smith	Chair
Martha Schiffer	Vice Chair
Megan Germino	Assistant Secretary
Rose Bock	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Chris Loy (via telephone)	Kilinski I Van Wyk
Dan Fagen (via telephone)	Vesta

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:00 a.m.

Supervisors Smith, Schiffer, Germino and Bock were present. Supervisor Ingoldsby was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public were present.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

- A. Proof/Affidavit of Publication
- B. Consideration of Resolution 2024-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending

September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres presented Resolution 2024-06, distributed a handout and highlighted the following items regarding the proposed Fiscal Year 2025 budget being considered:

- The budget in the agenda left out the off-roll assessment for Phases 1 and 2; the website will also be corrected with this version. The off-roll assessments are being billed to the Landowner and Developer; in this case, Mattamy and Meritage.
- Behind Tab 3A of the agenda, which is the proof of publication, the assessment amount published was \$1,172 but it should be \$1,132.

Mr. Torres reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the public hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the public hearing was closed.

On MOTION by Mr. Smith and seconded by Ms. Bock, with all in favor, Resolution 2024-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, Pursuant to Florida Law

- A. Affidavit of Publication**
- B. Mailed Notice to Property Owners**

These items were included for informational purposes.

- C. **Consideration of Resolution 2024-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Torres presented Resolution 2024-09.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the public hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the public hearing was closed.

On MOTION by Mr. Smith and seconded by Ms. Bock, with all in favor, Resolution 2024-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

- A. **Affidavits of Publication**
- B. **Consideration of Resolution 2024-10, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Loy stated the Rules of Procedure is a standard document that governs how the Board conducts CDD business and involves rulemaking, generally.

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, the public hearing was opened.

No members of the public spoke.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the public hearing was closed.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2024-10, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Solitude Lake Management, LLC Aquatic Management Services Agreement

Mr. Torres presented the Solitude Lake Management, LLC Aquatic Management Services Agreement.

On MOTION by Ms. Germino and seconded by Mr. Smith, with all in favor, the Solitude Lake Management, LLC Aquatic Management Services Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Yellowstone Landscape, Inc. Landscape and Irrigation Maintenance Services Agreement

Mr. Torres presented the Yellowstone Landscape, Inc. Landscape and Irrigation Maintenance Services Agreement.

On MOTION by Mr. D.J. Smith and seconded by Ms. Schiffer, with all in favor, the Yellowstone Landscape, Inc. Landscape and Irrigation Maintenance Services Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Boundary Amendment Related Items

- A. **Resolution 2024-11, Directing the Chairperson, Vice Chairperson and District Staff to File a Petition with Clay County, Florida, Requesting the Adoption of an Ordinance Amending the District's Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of the Boundary Amendment Process; and Providing an Effective Date**
- B. **Boundary Amendment Funding Agreement**

Mr. Loy presented Resolution 2024-11 and the Boundary Amendment Funding Agreement.

Mr. Smith stated the Boundary Amendment items are unfamiliar to the Board and since they will affect Meritage's Operation and Maintenance (O&M), additional time is needed for their review and subsequent approval.

These items were tabled.

NINTH ORDER OF BUSINESS

Consideration of Acquisition of Improvements

Mr. Loy presented the Developer Bill of Sale & Assignment for the Borrow Pit Parcel and Drainage Improvements and Work Product between the CDD and Wisteria Pit LLC. A deed is being prepared by his office and will be presented at a future meeting.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the Developer Bill of Sale & Assignment for the Borrow Pit Parcel and Drainage Improvements and Work Product between the CDD and Wisteria Pit LLC, was approved.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Mr. Torres presented Resolution 2024-05. The following will be inserted into the Fiscal Year 2024 Meeting Schedule:

DATES: July 31, 2024; August 27, 2024 and September 24, 2024

TIME: 10:00 AM

LOCATION: Holiday Inn and Suites, 620 Wells Rd, Orange Park, Florida 32073

On MOTION by Ms. Schiffer and seconded by Mr. D.J. Smith, with all in favor, Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-06, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

This item was deferred.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2024-07, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2024

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the Unaudited Financial Statements as of May 31, 2024, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of April 23, 2024 Regular Meeting and Audit Committee Meeting Minutes

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, the April 23, 2024 Regular Meeting and Audit Committee Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski|Van Wyk, PLLC

Mr. Loy reported the following:

- Form 1 must be filed by July 1, 2024.
- Completion of the required four hours of ethics training will be reported when filing Form 1 in 2025.
- His office is preparing a memorandum to address the new law that requires CDDs to create metrics and report them the State. Once completed, the memorandum will be emailed to Management for dissemination to the Board.

B. District Engineer (Interim): England-Thims & Miller, Inc.

There was no report.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

The next meeting will be held on July 31, 2024 at 10:00 a.m.

All Supervisors present confirmed their attendance at the July 31, 2024 meeting.

▪ **Acceptance of Resignation of Drew Ingoldsby from Seat 2**

This item was an addition to the agenda.

Mr. Torres presented Mr. Drew Ingoldsby's resignation letter.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the resignation of Drew Ingoldsby from Seat 2, was accepted.

SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SEVENTEENTH ORDER OF BUSINESS

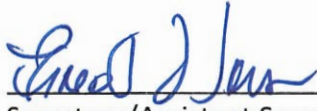
Public Comments

No members of the public were present.

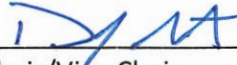
EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the meeting adjourned at 10:27 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair