MINUTES OF MEETING
LAKES AT BELLA LAGO COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Lakes at Bella Lago Community Development District held a Regular Meeting on July 31, 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
Rose Bock	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Jennifer Kilinski	District Counsel
Mary Grace (via telephone)	Kilinski I Van Wyk
Dan Fagen (via telephone)	Vesta
Jarrett O'Leary	Supervisor-Appointee

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Torres called the meeting to order at 10:04 a.m.

Supervisors Smith, Schiffer and Bock were present. Supervisor Germino was not present. One seat was vacant.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consider Appointment of Jarrett O'Leary to Fill Unexpired Term of Seat 2; Term Expires November 2026**

- **Administration of Oath of Office (the following will also be provided in a separate package)**

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Jarrett O'Leary.

It was noted that Mr. O'Leary is familiar with the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligation and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2024-12, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Torres presented Resolution 2024-12.

Ms. Schiffer nominated the following:

Jarrett O'Leary	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Drew Ingoldsby	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

D. J. Smith	Chair
Martha Schiffer	Vice Chair
Megan Germino	Assistant Secretary
Rose Bock	Assistant Secretary
Craig Wrathell	Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer
Ernesto Torres	Assistant Secretary

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, Resolution 2024-12, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Modification to FY2025 Proposed Assessments and Amendment to Budget and Assessment Resolution**

A. Resolution 2024-15, Amended Annual Appropriation Resolution of the Lakes at Bella Lago Community Development District Relating to the Annual Appropriations and Adopting the Amended Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Further Budget Amendments; and Providing an Effective Date

Mr. Torres noted there will be one motion for both Resolutions 2024-15 and 2024-16.

Ms. Kilinski stated the Fiscal Year 2025 budget appropriation and assessment public hearings were held at the last meeting but, since then, there were some discussions with Mattamy and Meritage about the assessment levels and the collection schedules that were adopted at the prior meeting. She stated that amending the Fiscal Year 2025 budget was proposed. The budget amounts will remain the same; the change is related to implementing a pay-as-you-go approach. This Resolution will essentially re-appropriate the revenues; the expenditures will remain the same but the revenues will now be secured via a Developer Funding Agreement.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2024-15, Amended Annual Appropriation Resolution of the Lakes at Bella Lago Community Development District Relating to the Annual Appropriations and Adopting the Amended Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Further Budget Amendments; and Providing an Effective Date, was adopted.

B. Resolution 2024-16, Amended Resolution of the Board of Supervisors of the Lakes at Bella Lago Community Development District Confirming a Prior Determination of Benefit and Providing for the Collection and Enforcement of Debt Service Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Amended Assessment Roll; Providing for Further Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Kilinski stated Resolution 2024-16 will amend the collection schedule in two ways; one, to reflect that O&M assessments will not be certified for collection on the tax roll or for direct collection and will instead be funded through the Developer Funding Agreement. Secondly, the collection schedule will reflect direct-collect debt assessments for off-roll property that is not platted and it will certify for collection debt assessments on platted property pursuant to the CDD's Indenture. These changes will be reflected in the assessment roll certified in Clay County.

Asked if this is a better collection method, in this situation, Ms. Kilinski replied affirmatively.

> **On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2024-16, Amended Resolution of the Board of Supervisors of the Lakes at Bella Lago Community Development District Confirming a Prior Determination of Benefit and Providing for the Collection and Enforcement of Debt Service Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Amended Assessment Roll; Providing for Further Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

C. Fiscal Year 2025 Funding Agreement

Mr. Torres presented the Fiscal Year 2025 Funding Agreement between the CDD and Mattamy Jacksonville, LLC.

> **On MOTION by Ms. Schiffer and seconded by Ms. Bock, with all in favor, the Fiscal Year 2025 Funding Agreement, was approved.**

SIXTH 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

Ms. Kilinski presented Resolution 2024-11 and stated that this is a carry-over item from the last meeting. She asked if the request to amend the boundary to include 20 additional acres and to start that process with Clay County was discussed with the Developer. Mr. Smith stated it was discussed and approved.

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, 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, was adopted.

B. Boundary Amendment Funding Agreement

Ms. Kilinski presented the Boundary Amendment Funding Agreement between the CDD and Meritage Homes of Florida, Inc.

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, the Boundary Amendment Funding Agreement, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2024-13, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

Mr. Torres presented Resolution 2024-13. The following changes were made to the Fiscal Year 2025 Meeting Schedule:

DATES: Delete November and December 2024 meetings

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2024-13, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Grau & Associates**

Mr. Torres presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2024-14, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023**

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, Resolution 2024-14, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

TENTH ORDER OF BUSINESS **Consideration of Goals and Objectives Memorandum and Implementation**

Ms. Kilinski presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually. District Counsel and District Management collaborated to develop goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She recommended approval of the Performance Measures/Standards & Annual Reporting Form which sets forth how the CDD will meet the goals.

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

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 June 30, 2024**

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, the Unaudited Financial Statements as of June 30, 2024, were accepted.

FOURTEENTH ORDER OF BUSINESS **Approval of June 26, 2024 Public Hearings and Regular Meeting Minutes**

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the June 26, 2024 Public Hearings and Regular Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kilinski|Van Wyk, PLLC

Ms. Kilinski reminded the Board Members to complete the required four hours of ethics training by December 31, 2024.

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

There was no report.

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

- **NEXT MEETING DATE: August 27, 2024**
  - **QUORUM CHECK**

The August 27, 2024 meeting will be cancelled.

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 spoke.

EIGHTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, the meeting adjourned at 10:23 a.m.

Secretary/Assistant Secretary

Chair/Vice Chair