

**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 January 28, 2025 at 10:00 a.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073.

Present were:

D.J. Smith
Martha Schiffer
Rose Bock
Jarrett O’Leary
Megan Germino

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Ernesto Torres
Mary Grace Henley
Dan Fagen
Winslow Wheeler

District Manager
District Counsel
Vesta

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:00 a.m.
All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2025-01,
Designating a Date, Time and Location of a
Public Hearing Regarding the District's
Intent to Use the Uniform Method for the
Levy, Collection, and Enforcement of Non-
Ad Valorem Special Assessments for the
Expansion Parcel as Authorized by Section**

197.3632, *Florida Statutes*; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date

Ms. Henley stated none of the items being voted on today impact the master lien on the rest of the property. The Third, Fourth, Fifth and Sixth Order of Business start the assessment proceedings on the extension parcels.

Ms. Henley presented Resolution 2025-01, which enables placing the assessments on the tax rolls, instead of direct-collecting assessments, and sets the public hearing.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2025-01, Designating a Date, Time and Location of March 25, 2025 at 10:00 a.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073 for a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments for the Expansion Parcel as Authorized by Section 197.3632, *Florida Statutes*; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Presentation of Supplement to the Engineer's Report

Ms. Henley stated the Supplement to the Engineer's Report updates the Capital Improvement Plan (CIP) in the Master Engineer's Report to include the expansion parcel. Asked if there are any implications of the size of the amenity not matching up with the number of units, Ms. Henley stated no.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the Supplement to the Engineer's Report, was approved.

FIFTH ORDER OF BUSINESS

Presentation of Amended and Restated Master Special Assessment Methodology Report

Ms. Henley stated the Amended and Restated Master Special Assessment Methodology Report is an amendment to the Master Special Assessment Methodology Report, it is the same Methodology that was used for the rest of the CDD; it applies to the expansion parcel.

On MOTION by Mr. Smith and seconded by Ms. Bock, with all in favor, the Amended and Restated Master Special Assessment Methodology Report, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-02, Declaring Special Assessments; Designating the Nature and Location of the Proposed Expansion Improvements; Declaring the Total Estimated Cost of the Expansion Improvements, the Portion to Be Paid by Assessments, and the Manner and Timing in Which the Assessments are to Be Paid; Designating the Lands Upon Which the Assessments Shall be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Declaring Special Assessments To Fund the District's Proposed Budget; Addressing the Setting of Public Hearings; Providing for Publication of this Resolution and Notices Pursuant to Florida Law; and Addressing Conflicts, Severability, and an Effective Date

Ms. Henley presented Resolution 2025-02, known as the Declaring Resolution, which accomplishes the following:

- Commences assessment proceedings on the expansion parcel.
- Declares the assessments and the total cost of the expansion parcel improvements.

Asked if there are fees associated with the revision, Ms. Henly stated Staff's time has been billed to the Boundary Amendment action.

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, Resolution 2025-02, Declaring Special Assessments; Designating the Nature and Location of the Proposed Expansion Improvements; Declaring the Total

Estimated Cost of the Expansion Improvements, the Portion to Be Paid by Assessments, and the Manner and Timing in Which the Assessments are to Be Paid; Designating the Lands Upon Which the Assessments Shall be Levied; Providing for an Assessment Plat and a Preliminary Assessment Roll; Declaring Special Assessments To Fund the District's Proposed Budget; Addressing the Setting of Public Hearings; Providing for Publication of this Resolution and Notices Pursuant to Florida Law; and Addressing Conflicts, Severability, and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, To Designate the Date, Time and Place for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules, Rates, Fees and Charges of the District, and Providing an Effective Date

Ms. Henley presented Resolution 2024-03. Staff will likely distribute the draft Amenity Policies, Rates and Fees between meetings for Board feedback/approval at the March meeting.

Ms. Henley reviewed the proposed Rules, Rates, Fees and Charges and the Suspension and Termination of Access Rule.

The following change will be made:

Non-Resident Annual User Fee: Change "\$2,000 to \$4,000" to "\$2,400 to \$4,500"

On MOTION by Ms. Schiffer and seconded by Mr. Smith, with all in favor, Resolution 2025-03, To Designate the Date, Time and Place of March 25, 2025 at 10:00 a.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073, for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules, Rates, Fees and Charges of the District, and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

Mr. Torres presented Resolution 2025-04. He asked for Board approval in substantial form, to obtain the address of the Amenity Center from Mr. Smith, as it is the Primary Administrative Office and Principal Headquarters of the District.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2025-04, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date, in substantial form, was adopted.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2025-05,
Designating the Location of the Local
District Records Office and Providing an
Effective Date**

Mr. Torres presented Resolution 2025-05.

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, Resolution 2025-05, Designating the Location of the Local District Records Office and Providing an Effective Date, in substantial form, was adopted.

TENTH ORDER OF BUSINESS

Ratification Items

- A. Right of Reconveyance Agreement and Borrow Pit Deed**
- B. SOLitude Lake Management, LLC Aquatic Management Services Agreement**

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the Right of Reconveyance Agreement and Borrow Pit Deed and the SOLitude Lake Management, LLC Aquatic Management Services Agreement, were ratified.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of December 31, 2024**

Mr. Torres presented the Unaudited Financial Statements as of December 31, 2024.

Mr. Smith asked if Mattamy and Meritage can be invoiced separately. Ms. Henley stated Staff can amend the Funding Agreement and have Meritage sign off on receiving separate invoices.

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

TWELFTH ORDER OF BUSINESS**Approval of July 31, 2024 Regular Meeting Minutes**

On MOTION by Mr. Smith and seconded by Ms. Germino, with all in favor, the July 31, 2024 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kilinski | Van Wyk, PLLC**

Ms. Henley stated the Boundary Amendment was successful and the Amenity Center will be completed and open within the next 30 to 45 days.

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

There was no report.

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

- **NEXT MEETING DATE: February 25, 2025 at 10:00 AM**
 - **QUORUM CHECK**

FOURTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Smith and seconded by Ms. Schiffer, with all in favor, the meeting adjourned at 10:26 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair