MINUTES OF MEETING
BELLAVIVA
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bellaviva Community Development District was held **Tuesday**, **April 7, 2026,** at 2:47 p.m. at the Lake Alfred Public Library, 245 N Seminole Avenue, Lake Alfred, Florida.

Present and constituting a quorum:

Lee Saunders	Chairman
Daniel Lewis	Vice Chairman
Lee Moore	Supervisor
Duane "Rocky" Owen	Supervisor
Tom Franklin	Supervisor

Also present were:

Jill Burns	District Manager, GMS
Katie O'Rourke *by Zoom*	District Manager, GMS
Savannah Hancock	District Counsel, KVW
Todd Amaden *by Zoom*	District Engineer, Landmark Engineering

FIRST ORDER OF BUSINESS **Roll Call**

Ms. Burns called the meeting to order at 2:47 p.m. and called roll. All five Board members were in attendance.

SECOND ORDER OF BUSINESS **Public Comment Period**

Ms. Burns stated that there were no members of the public in attendance and none on Zoom, in attendance.

THIRD ORDER OF BUSINESS **Approval of Minutes of the February 3, 2026, Organizational Meeting and the February 3, 2026, Landowners' Meeting**

Ms. Burns presented the February 3, 2026 Organizational meeting and Landowners' meeting minutes and asked for any questions, comments or changes to the minutes. The Board had no changes to the minutes.

> On MOTION by Mr. Moore, seconded by Mr. Saunders, with all in favor, the February 3, 2026 Organizational Meeting and Landowners' Meetings Minutes, were approved.

FOURTH ORDER OF BUSINESS Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns requested a motion to open the public hearing for the special assessments and then turned it over to Mr. Amaden from Landmark Engineering.

> On MOTION by Mr. Saunders, seconded by Mr. Franklin, with all in favor, Opening the Public Hearing, was approved.

i. Presentation of Engineer's Report

Mr. Amaden discussed the engineer's report. He explained the project covered about 139 acres with 303 homes and. The costs include site work, stormwater, roads, utilities, landscaping, common areas, streetlights, soft costs, and a larger contingency, bringing the total to approximately $14 million.

Ms. Hancock asked Mr. Amaden if the cost estimates were reasonable. Mr. Amaden answered yes. Ms. Hancock asked if there were any issues carrying out the Capital Improvement Plan. Mr. Amaden answered no.

> On MOTION by Mr. Saunders, seconded by Mr. Franklin, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Master Assessment Methodology

Ms. Burns reviewed the Master Assessment Methodology and explained that it assigned the debt to the properties based on the benefits from the planned improvements. She noted that the report would be updated later when each bond series is issued. Ms. Burns reviewed the tables, noting there were 303 units total with two product types. The infrastructure cost was about $14 million, and the estimated bond size was around $18.7 million. She went over the per unit debt amounts, $42,825 for the attached homes and $66,914 for the detached homes. The estimated annual assessments were $3,526 for attached units and $5,510 for detached units on the tax bill. She clarified those numbers were just the maximum estimates for notice purposes and would likely be lower in reality.

> On MOTION by Mr. Franklin, seconded by Mr. Lewis, with all in favor, the Master Assessment Methodology was approved.

iii. Consideration of Resolution 2026-33 Levying Special Assessments

Ms. Burns stated that the special assessments had to meet two requirements: the properties had to receive a benefit, and the costs had to be fairly distributed. Ms. Burns confirmed that the assessments as described in the methodology were reasonable and justified.

> On MOTION by Mr. Saunders, seconded by Mr. Lewis with all in favor, Resolution 2026-33 Levying Special Assessments was approved.

iv. Consideration of Master Notice of Special Assessments

Ms. Burns reviewed the Master Notice of Special Assessments, which was to be recorded to notify future property owners of the lien.

> On MOTION by Mr. Saunders, seconded by Mr. Franklin, with all in favor, the Master Notice of Special Assessments was approved.

Ms. Burns requested a motion to close the public hearing.

> On MOTION by Mr. Moore, seconded by Mr. Lewis, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns requested a motion to open the public hearing on using the uniform method to levy, collect, and enforce non-ad valorem assessments.

> On MOTION by Mr. Moore, seconded by Mr. Lewis, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-34 Expressing the District's Intent to Utilize the Uniform Method of Collection

Ms. Burns stated that the Board had opened the public hearing on using the uniform method to collect non-ad valorem assessments. Ms. Burns reviewed Resolution 2026-34, which sets the District up to allow assessments to be collected on the tax bill in the future, though they don't plan to use it this coming year.

> On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, Resolution 2026-34 Expressing the District's Intent to Utilize the Uniform Method of Collection was approved.

Ms. Burns asked for a motion to close the public hearing.

> On MOTION by Mr. Franklin, seconded by Mr. Moore, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns requested a motion to open the public hearing.

> On MOTION by Mr. Moore, seconded by Mr. Lewis, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-35 Adopting the District's Fiscal Year 2025/2026 Budget and Appropriating Funds

Ms. Burns reviewed Resolution 2026-35 for the FY2026 budget, which was an admin-only budget covering the period through September 30th with no expected field expenses. The public hearing had been advertised, and with no questions, the Board approved the budget unanimously.

> On MOTION by Mr. Lewis, seconded by Mr. Saunders, with all in favor, Resolution 2026-35, Adopting the District's Fiscal Year 2025/2026 Budget and Appropriating Funds was approved.

Ms. Burns requested a motion to close the public hearing.

> On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, Closing the Public Hearing, was approved.

D. Public Hearing on the Adoption of Rules of Procedure and Amenity Rates & Disciplinary Rules for the District

Ms. Burns requested a motion to open the public hearing.

> On MOTION by Mr. Lewis, seconded by Mr. Saunders, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-36 Adopting Rules of Procedure and Amenity Rates & Disciplinary Rules of the District

Ms. Burns reviewed Resolution 2026-36, which adopted the District's Rules of Procedure along with amenity rates and disciplinary rules. She explained that the procedures were standard and already updated with recent statutory changes. To save time and avoid another hearing later, they also included ranges for amenity fees, like non-resident user fees, replacement cards, rentals, and other charges. It was noted that these were just maximum ranges and could be adjusted later when final rules are set.

> On MOTION by Mr. Saunders, seconded by Mr. Lewis, with all in favor, Resolution 2026-36 Adopting Rules of Procedure and Amenity Rates & Disciplinary Rules of the District was approved.

Ms. Burns requested a motion to close the public hearing.

> On MOTION by Mr. Lewis, seconded by Mr. Moore, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2026-37 Approving the Proposed Fiscal Year 2026/2027 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget (Suggested Date: July 7, 2026)**

Ms. Burns reviewed the proposed FY2027 budget, which covered October 1, 2026 through September 30, 2027. The budget was primarily developer funded and focused on administrative expenses, with a small field contingency included in case landscaping or maintenance was needed before full buildout. It was noted that any unused funds would not be billed. The Board also agreed to change the public hearing date to July 14, 2026 at 2:45 p.m. at the current location.

> On MOTION by Mr. Moore, seconded by Mr. Lewis, with all in favor, Resolution 2026-37 Approving the Proposed Fiscal Year 2026/2027 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget for July 14, 2026 at 2:45 p.m. at 245 N Seminole Avenue, Lake Alfred, Florida, was approved.

SIXTH ORDER OF BUSINESS **Review and Ranking of Proposals for District Engineering Services and Selection of a District Engineer**

Ms. Burns reviewed the engineering RFQ and noted that only one proposal was received from Landmark Engineering, which was already serving as the interim engineer. The proposal scored a 95 and ranked #1 across all categories. Instead of doing separate rankings, the Board accepted the scoring and approved awarding the contract to Landmark Engineering.

> On MOTION by Mr. Moore, seconded by Mr. Owen, with all in favor, the Review and Ranking of Proposals for District Engineering Services and Selection of Landmark Engineering as the District Engineer, was approved.

SEVENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Ms. Hancock confirmed the bond validation hearing was still set for May 13, 2026 at 4:45 p.m. and would be held remotely. Board members were told they should attend, though it's usually straightforward with minimal questions. Ms. Hancock explained that after the hearing, there would be about a 30-day period to finalize the judgment and then bond issuance could move forward depending on timing. They noted the process could line up with a July meeting if the Board wanted to approve documents then. It was confirmed that if the entrance or other infrastructure was built ahead of time, those costs could be reimbursed later through bond proceeds, if they were eligible under the engineer's report.

B. Engineer

Mr. Amaden had nothing else to add.

C. District Manager's Report

Ms. Burns had nothing further to report.

EIGHTH ORDER OF BUSINESS **Other Business**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS **Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Saunders seconded by Mr. Lewis, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

DocuSigned by:
Lee Saunders
70A876B45E0545D...
Chairman/Vice Chairman