



Rizzetta & Company

Baymeadows Community Improvement District

Board of Supervisors' Meeting April 17, 2024

District Office:
2806 N. Fifth Street
Unit 403
St. Augustine, FL 32084

BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

Southeast Public Library, 10599 Deerwood Park Blvd Jacksonville, FL 32226

www.BCIDJax.Org

Board of Supervisors	Robert Porter Patrick Hale Susan Bailey Linsey Cuffy Christie Dizzia Carol Eichling John Joyce	Chairman Vice Chairman Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
Ex Officio Member	Raul Arias	City of Jacksonville
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Emily Pierce	Roger Towers PA
District Engineer	Joey Duncan	Dewberry

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CID) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.BCIDJax.Org

Board of Supervisors
Baymeadows Community
Improvement District

April 10, 2024

FINAL AGENDA

Dear Board Members:

The meeting of the Baymeadows Community Improvement District will be held on **April 17, 2024, at 6:00 p.m.** at the Southeast Public Library, located at 10599 Deerwood Park Blvd., Jacksonville, Florida 32226.

1. **CALL TO ORDER/ROLL CALL and QUORUM**
2. **PUBLIC COMMENTS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Meeting Held on February 21, 2024.....Tab 1
 - B. Ratification of Operation and Maintenance Expenditures for February 2024.....Tab 2
4. **EX-OFFICIO REPORT**
5. **CHAIRMAN'S REPORT**
6. **SUBCOMMITTEE UPDATES**
7. **STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
8. **BUSINESS ITEMS**
 - A. Consideration of Resolution 2023-05; Setting Meeting Dates June 2024 through December 2024.....Tab 3
 - B. Presentation and Adoption of Initial Assessment Resolution 2023-06.....Tab 4
9. **SUPERVISOR REQUESTS**
10. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Very truly yours,

Lesley Gallagher

District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**BAYMEADOWS
COMMUNITY IMPROVEMENT DISTRICT**

The meeting of the Board of Supervisors of Baymeadows Community Improvement District was held on **February 21, 2024, at 6:00 p.m.** at the Southeast Regional Public Library, located at 10599 Deerwood Park Blvd Jacksonville, Florida 32226.

Present and constituting a quorum:

Robert Porter	Chairman
Patrick Hale	Vice Chairman
Susan Bailey	Board Supervisor
Linsey Cuffy	Board Supervisor
Carol Eichling	Board Supervisor
John Joyce	Board Supervisor

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Emily Pierce	District Counsel, Roger Towers
Mark Scruby	District Counsel, Roger Towers
Kayla Connell	Financial Services Manager, Rizzetta & Company, Inc.
	<i>(speakerphone)</i>
Marcy Cook	Dewberry

Audience members present.

FIRST ORDER OF BUSINESS

CALL TO ORDER

Mr. Porter called the meeting to order at 6:02 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

**PUBLIC COMMENTS ON AGENDA
ITEMS**

Public comments were heard on elections, voting and timing.

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THIRD ORDER OF BUSINESS

**CONSIDERATION OF THE MINUTES
OF THE SPECIAL MEETING HELD
NOVEMBER 30, 2023**

On a motion by Ms. Eichling, seconded by Mr. Hale, with all in favor, the Board approved the minutes of the special meeting held November 30, 2023, for Baymeadows Community Improvement District.

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FOURTH ORDER OF BUSINESS

**RATIFICATION OF OPERATION &
MAINTENANCE EXPENDITURES FOR
NOVEMBER, DECEMBER 2023 &
JANUARY 2024**

On a motion by Ms. Eichling, seconded by Mr. Joyce, with all in favor, the Board ratified the operations & maintenance expenditures for November 2023, in the amount of \$2,622.75, December 2023, in the amount of \$8,550.00 & January 2024, in the amount of \$3,776.06, for Baymeadows Community Improvement District.

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FIFTH ORDER OF BUSINESS

EX-OFFICIO REPORT

Not present. Ms. Pierce noted that the Councilman had requested that the committee hearings be deferred to March 5th and 6th and the City Council Hearing be deferred until March 12th. He has booked a room at FSCJ for a community meeting on February 24th and staff will circulate the details on this and post this on the BCID website.

On a motion by Mr. Joyce, seconded by Ms. Bailey, with all in favor, the Board appointed Ms. Eichling to attend the upcoming committee meetings with the City, for Baymeadows Community Improvement District.

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SIXTH ORDER OF BUSINESS

CHAIRMAN'S REPORT

No report.

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SEVENTH ORDER OF BUSINESS

SUBCOMMITTEE UPDATES

None.

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EIGHTH ORDER OF BUSINESS

STAFF REPORTS

No further report, previously stated the updates regarding the committee meetings.

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A. District Counsel

B. District Manager

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Ms. Gallagher updated the board that the March meeting is scheduled for the 20th in the smaller room due to the larger space being booked. She also noted that her office is working on the June through December 2024 meeting schedule and will bring that to a future meeting for Board consideration.

NINTH ORDER OF BUSINESS

PRESENTATION OF PROPOSED BUDGET FOR FISCAL YEAR 2024/2025

The proposed budget was reviewed and Ms. Gallagher was available to answer any questions.

TENTH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2023-03; ADOPTING BUDGET FOR FISCAL YEAR 2024-2025

On a motion by Ms. Eichling, seconded by Mr. Joyce, with all in favor, the Board adopted Resolution 2023-03, approving the proposed budget, as presented, for Baymeadows Community Improvement District.

ELEVENTH ORDER OF BUSINESS

CONSIDERATION OF RESOLUTION 2023-04; LIST OF PRIORITIES

On a motion by Mr. Hale, seconded by Mr. Joyce, with all in favor, the Board adopted Resolution 2023-04, approving the list of priorities, for Baymeadows Community Improvement District.

TWELFTH ORDER OF BUSINESS

DISCUSSION REGARDING UPCOMING COMMITTEE MEETINGS

Ms. Eichling was appointed earlier in the meeting.

THIRTEENTH ORDER OF BUSINESS

SUPERVISOR REQUESTS

No supervisor requests or comments.

FOURTEENTH ORDER OF BUSINESS

ADJOURNMENT

On a motion by Mr. Porter, seconded by Mr. Joyce, with all in favor, the Board adjourned the meeting at 6:45 p.m., for Baymeadows Community Improvement District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 2

BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084
MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures February 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2024 through February 29, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$2,850.00**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Baymeadows Community Improvement District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100042	INV0000087110	District Management Services 01/24	\$ <u>2,850.00</u>
Report Total				\$ <u>2,850.00</u>

Tab 3

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT SETTING THE DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Baymeadows Community Improvement District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 189, Florida Statutes, being situated entirely within Duval County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 119, Florida Statutes; and

WHEREAS, the Board is statutorily required to file quarterly, semiannually, or annually a schedule of its regular meetings with the City of Jacksonville; and

WHEREAS, the Board desires to set the dates of the regular meetings for June 2024 through December 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT:

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit "A".

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with the City of Jacksonville, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 20th DAY OF March 2024.

ATTEST:

**BAYMEADOWS COMMUNITY
IMPROVEMENT DISTRICT:**

SECRETARY/ASSISTANT SECRETARY

CHAIRMAN/VICE CHAIRMAN

EXHIBIT "A"

**BAYMEADOWS COMMUNITY
IMPROVEMENT DISTRICT BOARD OF SUPERVISORS
MEETING DATES
FOR JUNE 2024 THROUGH DECEMBER 2024**

**June 12, 2024
June 26, 2024
July 10, 2024
July 17, 2024
July 24, 2024
August 21, 2024
September 18, 2024
October 16, 2024
November 20, 2024
December 18, 2024**

**All meetings will convene at 6:00 p.m.
at the Southeast Regional Public Library, 10599 Deerwood Park Blvd.,
Jacksonville, FL 32256.**

If a person decides to appeal any decision made by the board with respect to any matter considered at such meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Tab 4

INITIAL ASSESSMENT RESOLUTION
FOR ASSESSMENTS IN THE
BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT

ADOPTED APRIL 17, 2024

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RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT (THE “BCID”) RELATING TO THE PROVISION OF SERVICES WITHIN THE BCID; DESCRIBING THE PROPERTY LOCATED WITHIN THE BCID AND THE SERVICES TO BE PROVIDED THEREIN; DETERMINING THE ESTIMATED ASSESSED COST OF THE SERVICES; DETERMINING THAT CERTAIN REAL PROPERTY WILL BE SPECIALLY BENEFITED BY THE SERVICES; ESTABLISHING THE METHOD OF ASSESSING THE ASSESSED COST OF THE SERVICES AGAINST THE REAL PROPERTY THAT WILL BE SPECIALLY BENEFITED THEREBY; ESTABLISHING OTHER TERMS AND CONDITIONS OF THE ASSESSMENTS; DIRECTING THE ASSESSMENT COORDINATOR TO PREPARE A PRELIMINARY ASSESSMENT ROLL BASED UPON THE METHODOLOGY SET FORTH HEREIN; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF THE PROPOSED ASSESSMENTS AND THE METHOD OF THEIR COLLECTION; DIRECTING THE PROVISION OF NOTICE IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT:

ARTICLE I

DEFINITIONS AND CONSTRUCTION

SECTION 1.01. DEFINITIONS. All capitalized words and terms not otherwise defined herein shall have the meanings set forth in the Ordinance. As used in this resolution, the following terms shall have the meanings ascribed, unless the context requires otherwise:

“**Act**” means the uniform method for the levy, collection, and enforcement of non-ad valorem assessments authorized under section 197.3632, Florida Statutes.

“**Assessed Cost**” means the sum of the Services Cost Component, the Collection Cost Component, and the Statutory Discount Amount.

“**Assessed Parcel**” means each Tax Parcel upon which an Assessment is to be levied by the BCID.

“Assessment” means an annual special assessment as authorized under the Ordinance imposed against property located within the BCID to fund the Services Cost of providing the Services to benefit the BCID and related expenses, computed in the manner described in Section 3.02 hereof.

“Assessment Allocation Report” means the Baymeadows Community Improvement District Proposed Special Assessment Allocation Report dated September 30, 2023, prepared by Rizzetta & Company, the same being attached to Ordinance 2024-69 as Exhibit 2 thereof and incorporated into the BCID Revised Charter as Exhibit 10 thereof.

“Assessment Category” means the Assessment Category assigned to each Tax Parcel as shown on the “BCID Membership” spreadsheet included in the “Revised On File” document referred to in Section 2(B)(vii) of the BCID Revised Charter.

“Assessment Roll” means the non-ad valorem assessment roll as contemplated under the Act to be ratified by the Board reflecting the Assessments and relating to the Assessed Cost of providing the Services and related expenses.

“BCID” means the Baymeadows Community Improvement District established under the Ordinance.

“BCID Charter” means the Charter of the Baymeadows Community Improvement District, a dependent special district, as enacted by Ordinance 2021-838-E.

“BCID Revised Charter” means the BCID Charter as revised by the enactment of Ordinance 2024-69-E.

“Board” means the Board of Supervisors of the BCID.

“Building” means any structure, whether temporary or permanent, built for support, shelter or enclosure of persons, chattel, or property of any kind, and that is larger than one square foot in area.

“City” means the City of Jacksonville, a Florida municipal corporation.

“Collection Cost” means the estimated cost to be incurred by the BCID during any Fiscal Year in connection with the implementation, administration, collection and enforcement of Assessments, including, without limiting the generality of the foregoing, any service charges of the Tax Collector or Property Appraiser and amounts necessary to off-set discounts received for early payment of Assessments pursuant to the Act.

“Collection Cost Component” means the amount computed for each Tax Parcel to fund the Collection Cost.

“Equivalent Assessment Unit” means a single unit of assessment upon which each Assessment is calculated for an Assessed Parcel depending upon its Category, the same being an allocation factor for the Services Cost reflecting a quantitative measure of the amount of special benefit conferred by the Services on a particular land use Category, relative to other land use Categories, as specified in the Assessment Allocation Report.

“Essential Services” means those services provided by the City or any other public entity that are necessary to preserve and maintain the public health, safety, and welfare and which require safe, convenient, and efficient property access to be effective. “Essential Services” include, by way of example and not limitation, fire protection, emergency medical services, solid waste collection, law enforcement, postal delivery, and transportation of students by the Duval County School District.

“Factor” means, with respect to an Assessed Parcel, the value for its Assessment Category as reflected under the “Product EAU” column on Exhibit A attached to the Assessment Allocation Report,

“Fiscal Year” means each year commencing July 1 and ending the following June 30.

“Manager” means Rizzetta & Company or any successor thereto.

“Ordinance” means Ordinance 2021-838-E enacted by the City Council of the City, as amended by the City Council’s enactment of Ordinance 2024-69-E.

“Plan” means the Baymeadows Community Plan as referred to in Section 2(A) of the BCID Revised Charter, consisting of the design and improvement, and the planning and coordination of the long-term maintenance, of the BCID neighborhood’s publicly used infrastructure, including private roads, stormwater (not including bulkheads on private property), drainage, and common properties (including landscaping) for the purpose of providing the minimum level of service necessary to provide adequate ingress, egress, stormwater management and drainage for all properties within the BCID, for the provision of Essential Services within the BCID, and for certain aesthetic improvements to the BCID enhancing values of said properties.

“Services” means the BCID’s acquisition, design, construction, installation, reconstruction, renewal or replacement (including demolition, environmental mitigation and relocation) of the BCID neighborhood’s publicly used infrastructure described in the Plan, and the planning and coordination of the long-term maintenance thereof.

“Services Cost” means all or any portion of the expenses that are properly attributable to the BCID’s provision of the Services, and a reasonable amount for contingency, for anticipated delinquencies and uncollectible Assessments, for the imposition of the Assessments under

generally accepted accounting principles, and for reimbursement to any third party for any funds advanced for any Services Cost.

“Services Cost Component” means the amount computed for each Tax Parcel to fund the Services Cost.

“State” means the State of Florida.

“Statutory Discount Amount” means an amount equal to four (4%) percent of the applicable Assessment.

“Tax Parcel” means a parcel of property to which the Property Appraiser has assigned a distinct ad valorem property tax identification number.

“Tax Roll” means the current tax roll published by the Property Appraiser.

SECTION 1.02. INTERPRETATION. Unless the context indicates otherwise, words importing the singular number include the plural number, and vice versa; the terms “hereof,” “hereby,” “herein,” “hereto,” “hereunder” and similar terms refer to this resolution; and the term “hereafter” means after, and the term “heretofore” means before, the effective date of this resolution. Words of any gender include the correlative words of the other gender, unless the sense indicates otherwise.

SECTION 1.03. GENERAL FINDINGS. It is hereby ascertained, determined and declared that:

(A) By the enactment of the Ordinance, the City Council of the City has established the BCID as a dependent special district under chapter 189, Florida Statutes, and authorized the Board to levy Assessments on specially benefited real property located within the BCID, subject to limits specified in the Ordinance, for the purpose of funding the Services, all benefiting said real property.

(B) All Assessed Parcels are served by the BCID neighborhood's publicly used infrastructure, including private roads, stormwater (not including bulkheads on private property), drainage, and common properties (including landscaping), as identified in the Plan, and require the Services to ensure adequate ingress and egress to and from the BCID neighborhood, proper stormwater management and drainage, and maintenance of common properties within the BCID.

(C) Neither the private roads nor the stormwater system within the BCID are in sufficient condition to safely, conveniently and efficiently allow for the provision of Essential Services to the Assessed Parcels. The Services will provide a special benefit to all Assessed Parcels within the BCID because such Services possess a logical relationship to the use and enjoyment of the Assessed Parcels by: (1) increasing, establishing and preserving adequate ingress and egress to the Assessed Parcels and for the provision of Essential Services to the Assessed Parcels; and (2) ensuring proper stormwater management and drainage serving the Assessed Parcels, and maintenance of common properties for the Assessed Parcels; and (3) enhancing the use and enjoyment of the Assessed Parcels; and (4) protecting and enhancing the value and integrity of the Assessed Parcels through the provision of the Services.

(D) The Board hereby finds and determines that the Assessments to be imposed in accordance with this resolution and in accordance with the Assessment Allocation Report provide an equitable method of funding the Services by fairly and reasonably allocating the costs among the specially benefited Assessed Parcels.

(E) The Board hereby finds that the Assessed Parcels will be benefited by the Services in an amount not less than the Assessment imposed against the same, computed in the manner set forth in this resolution.

(F) The Board hereby finds that the Assessment Allocation Report and the assignment of Equivalent Assessment Units to each Category of Assessed Parcels as reflected in Exhibit A attached to the Assessment Allocation Report describe a rational and valid method for determining the Assessments.

(G) The Board hereby finds that no parcels of real property other than the Assessed Parcels will benefit from the provision of the Services.

ARTICLE II

NOTICE AND PUBLIC HEARING

SECTION 2.01. ESTIMATED ASSESSED COST. The total estimated Assessed Cost to be assessed and apportioned among all Assessed Parcels to provide the Services commencing on October 1, 2024 is \$1,077,634.74, consisting of an estimated Services Cost Component of \$996,812.13, an estimated Collection Cost Component of \$37,717.22 and an estimated Statutory Discount Amount of \$43,105.39. The Assessed Cost will be funded through the imposition of Assessments against property located in the BCID in the manner set forth in Article III hereof.

SECTION 2.02. ASSESSMENT ROLL. The Manager is designated as the Assessment Coordinator for the BCID, and in that capacity is hereby directed to prepare the preliminary Assessment Roll for the Fiscal Year commencing October 1, 2024, in the manner specified in Section 2.06. The Assessment Coordinator shall apportion the Assessed Cost among the Assessed Parcels as reflected on the Tax Roll in conformity with Article III hereof. A copy of this resolution, documentation related to the estimated Assessed Cost, and the preliminary Assessment Roll shall be maintained on file in the offices of Rizzetta & Company, 2806 N. Fifth Street, Suite 403, St. Augustine, Florida 32084 and open to public inspection each day between the hours of 9:00 a.m. and 4:30 p.m., excluding Saturdays, Sundays and holidays observed by the City, and shall also be posted conspicuously on the BCID's website.

SECTION 2.03. PUBLIC HEARING. There is hereby established a public hearing to be held by the Board at 6:00 p.m. on July 17, 2024, in the Southeast Public Library, located at 10599 Deerwood Park Blvd., Jacksonville, Florida 32226__ to consider (A) imposition of the Assessments and (B) collection of the Assessments pursuant to the Act.

SECTION 2.04. NOTICE BY PUBLICATION. Upon completion of the materials required by Section 2.02 hereof, the Assessment Coordinator shall publish a notice of the public hearing authorized by Section 2.03 hereof in a newspaper of general circulation within the City stating that a public hearing of the Board will be held on the date and hour specified in Section 2.03, which date shall not be earlier than twenty (20) calendar days from such publication, at which hearing the Board will receive written comments and hear testimony from all interested persons regarding the imposition of the Assessments and the adoption of the final assessment resolution. The published notice shall conform to the requirements set forth in the Act, and shall be in substantially the form attached hereto as Appendix A.

SECTION 2.05. NOTICE BY MAIL. Upon completion of the materials required by Section 2.02 hereof, the Assessment Coordinator shall provide first class mailed notice of the public hearing authorized by Section 2.03 hereof to each property owner proposed to be assessed at the address indicated on the Tax Roll. The mailed notice shall conform to the requirements set forth in the Act. Such notice shall be mailed at least twenty (20) calendar days prior to the hearing to the owner of each Assessed Parcel at such address as is shown on the Tax Roll within ninety (90) days prior to the date of mailing. Notice shall be deemed mailed upon delivery thereof to the possession of the U.S. Postal Service. The Assessment Coordinator may provide proof of such notice by affidavit. Failure of the owner to receive such notice due to mistake or inadvertence shall not affect the validity of the Assessment Roll nor release or discharge any obligation for the payment of the Assessment imposed by the Board hereunder. Such notice shall be in substantially the form attached hereto as Appendix B.

SECTION 2.06. PREPARATION OF THE ASSESSMENT ROLL. The preliminary Assessment Roll shall contain the following information:

- (1) A summary description of each Assessed Parcel (conforming to the description contained on the Tax Roll) subject to the Assessment;
- (2) The name of the owner of record of each such Assessed Parcel, as shown on the Tax Roll;
- (3) The amount of the Equivalent Assessment Unit and the Factor attributable to each Assessed Parcel; and
- (4) The total Assessment to become due in the Fiscal Year commencing October 1, 2024, for each Assessed Parcel.

ARTICLE III

ASSESSMENTS

SECTION 3.01. DESCRIPTION OF THE BCID.

(A) Through the adoption of the Ordinance, the City Council of the City previously created the BCID encompassing all of the area of the City more particularly described in Exhibit 4 attached to and incorporated into the BCID Revised Charter.

(B) The BCID was created for the purpose of providing the Services benefitting all Assessed Parcels.

SECTION 3.02. IMPOSITION OF ASSESSMENTS.

(A) For the Fiscal Year commencing on October 1, 2024, and for each Fiscal Year thereafter as deemed necessary by the Board, Assessments shall be imposed against each Tax Parcel within the BCID for the provision of the Services based upon the Assessment Category assigned thereto and in accordance with the Equivalent Assessment Unit therefor as set forth in Exhibit A. The amount of the Equivalent Assessment Unit is \$500.00_____. With respect to each Assessed Parcel, the Factor therefor shall be multiplied by the amount of the Equivalent Assessment Unit to calculate the Assessment imposed thereon. The first annual Assessment will be included on the ad valorem tax bill to be mailed in November 2024. When imposed, the Assessment for each Fiscal Year shall constitute a lien upon the Tax Parcels located in the MSBU, pursuant to the Ordinance.

(B) Assessments may be increased or decreased annually in compliance with the BCID Revised Charter and as deemed appropriate by the Board.

(C) For the 2024 Fiscal Year, in no event shall the maximum Assessment for any Assessed Parcel based upon its Assessment Category exceed the amount set forth in the Second

Revised Exhibit 2 attached to and incorporated into the BCID Revised Charter. Each maximum Assessment is subject to a three (3%) percent escalation beginning in the Fiscal Year commencing October 1, 2025, and increasing three (3%) percent every Fiscal Year thereafter.

(D) Should a newly constructed Building within the BCID be given a certificate of occupancy prior to June 1 of a Fiscal Year, the Tax Parcel upon which the Building is located shall be added to the Assessment Roll for that Fiscal Year and all succeeding Fiscal Years and assigned an appropriate Assessment Category by the Assessment Coordinator based upon the “Categories” defined in the Second Revised Exhibit 2 attached to and incorporated into the BCID Revised Charter.

ARTICLE IV

GENERAL PROVISIONS

SECTION 4.01. METHOD OF COLLECTION. The Assessments shall be collected pursuant to the Act.

SECTION 4.02. SEVERABILITY. If any clause, section or provision of this resolution shall be declared unconstitutional or invalid for any reason or cause, the remaining portion of said resolution shall be in full force and effect and be valid as if such invalid portion thereof had not been incorporated herein.

SECTION 4.03. EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED this 17th day of April, 2024.

**BOARD OF SUPERVISORS OF
THE BAYMEADOWS
COMMUNITY IMPROVEMENT
DISTRICT, A DEPENDENT
SPECIAL DISTRICT**

By: _____
Bob Porter
Its Chair

ATTEST:

By: _____

District Secretary

APPENDIX A
FORM OF NOTICE TO BE PUBLISHED

To Be Published by _____, 2024

[INSERT MAP OF BCID]

NOTICE OF HEARING TO IMPOSE AND PROVIDE FOR COLLECTION OF NON-AD VALOREM SPECIAL ASSESSMENTS IN THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT TO PROVIDE FOR SPECIFIED SERVICES THEREIN

Notice is hereby given that the Board of Supervisors (the "Board") of the Baymeadows Community Improvement District (the "BCID") will conduct a public hearing to consider imposing non-ad valorem special assessments for services (the "Services") comprising the acquisition, design, construction, installation, reconstruction, renewal or replacement (including demolition, environmental mitigation and relocation) of the BCID neighborhood's publicly used infrastructure consisting of certain private roads, stormwater management and drainage facilities, and common properties, and the planning and coordination of the long-term maintenance thereof for the Fiscal Year beginning October 1, 2024.

The hearing will be held at 6:00 p.m. on July 17, 2024, in the Southeast Public Library, located at 10599 Deerwood Park Blvd., Jacksonville, Florida 32226 for the purpose of receiving public comment on the proposed BCID special assessments for the Services. All affected property owners have a right to appear at the hearing and to file written objections with the Board within 20 days of this notice.

Pursuant to section 286.0105, Florida Statutes, if you decide to appeal any decision made by the Board with respect to any matter considered at the hearing or at any subsequent meeting to which the Board has continued its deliberations, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made. In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact the BCID Manager by mail at 3434 Colwell Ave., Suite 200, Tampa, Florida 33614, or by telephone at number 904-436-6270, at least three (3) days prior to the date of the hearing. Hearing impaired persons can access the foregoing telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).

The assessment for each parcel of property will be based upon its assigned assessment category factor as reflected in the Initial Assessment Resolution for Assessments in the Baymeadows Community Improvement District adopted by the Board on April 17, 2024, Resolution No. 2023-06 (the "IAR"), multiplied by the amount of the equivalent assessment unit within the BCID. The amount of the equivalent assessment unit is \$500.00 for the upcoming fiscal year beginning on

October 1, 2024. A more specific description of the Services and the method of computing the assessment for each parcel of property are set forth in the IAR. Copies of the IAR and the preliminary Assessment Roll for the upcoming fiscal year are available for inspection at the offices of Rizzetta & Company located at 2806 N. Fifth Street, Suite 403, St. Augustine, Florida, 32084 each day between the hours of 9:00 a.m. and 4:30 p.m., excluding Saturdays, Sundays and holidays observed by the City of Jacksonville.

The assessments will be collected by the Duval County Tax Collector on the ad valorem tax bill to be mailed in November 2024, as authorized by section 197.3632, Florida Statutes. Failure to pay the assessments will cause a tax certificate to be issued against the property which may result in a loss of title.

If you have any questions, please contact the BCID Manager at 904-436-6270, Monday through Friday between 8:30 a.m. and 4:30 p.m.

**BOARD OF SUPERVISORS OF THE
BAYMEADOWS COMMUNITY
IMPROVEMENT DISTRICT**

APPENDIX B
FORM OF NOTICE TO BE MAILED

NOTICE TO PROPERTY OWNER

NOTICE OF HEARING TO IMPOSE AND PROVIDE FOR COLLECTION OF NON-AD VALOREM SPECIAL ASSESSMENTS IN THE BAYMEADOWS COMMUNITY IMPROVEMENT DISTRICT TO PROVIDE FOR SPECIFIED SERVICES THEREIN

FROM: Board of Supervisors NOTICE DATE: _____, 2024
Baymeadows Community Improvement District
<INSERT MAILING ADDRESS>

THIS IS NOT A BILL – DO NOT PAY

TO:

Owner Name Tax Parcel #: _____
Address Legal Description: _____
City, State Zip _____

By the enactments of Ordinance 2021-838 and Ordinance 2024-69 (the "Ordinances"), the City Council of the City of Jacksonville, Florida, has created the Baymeadows Community Improvement District, a dependent special district (the "BCID"). The Board of Supervisors (the "Board") of the BCID will be providing certain services (the "Services") comprising the acquisition, design, construction, installation, reconstruction, renewal or replacement (including demolition, environmental mitigation and relocation) of the BCID neighborhood's publicly used infrastructure consisting of certain private roads, stormwater management and drainage facilities, and common properties, and the planning and coordination of the long-term maintenance thereof. The Services are necessary and will benefit property located within the BCID, including your property described above ("Your Property"). As required by section 197.3632, Florida Statutes, notice is given by the Board that an annual non-ad valorem special assessment (the "Assessment") for the purpose of funding the cost of the Services using the tax bill collection method may be levied on Your Property for the Board's fiscal year 10-01-2024 through 09-30-2025 ("Fiscal Year 2024-25") and future fiscal years. The use of the Assessment is a fair, efficient and effective means of funding the Services. The total annual Assessment revenue to be collected within the BCID for Fiscal Year 2024-25 is estimated to be \$_____. The annual Assessment will include your fair share of the cost of the Services and amounts related to collection of the Assessments attributable to Your Property. The annual Assessment for each parcel is calculated by multiplying its assigned assessment category factor as reflected in the Initial Assessment Resolution for Assessments in the Baymeadows Community Improvement District adopted by the Board on April 17, 2024, Resolution No. 2023-06___ (the "IAR"), by the amount of the equivalent assessment unit within the BCID. The amount of the equivalent assessment unit is \$ 500.00___ for the Fiscal Year 2024-25. A more specific description of the Services and the method of computing the assessment for each parcel of property are set forth in the IAR.

THE MAXIMUM ANNUAL ASSESSMENT ON YOUR PROPERTY IS \$_____ FOR FISCAL YEAR 2024-25. THE MAXIMUM ASSESSMENT IS SUBJECT TO A THREE (3%) PERCENT ESCALATION BEGINNING IN THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2025, AND INCREASING THREE (3%) PERCENT EVERY FISCAL YEAR THEREAFTER.

A public hearing will be held at 6:00 p.m. on July 17, 2024, in the Southeast Public Library, located at 10599 Deerwood Park Blvd., Jacksonville, Florida 32226 for the purpose of receiving public comment on the proposed Assessments for the Services and the use of the tax bill collection method for collecting the same. You and all other affected property owners have a right to appear at the hearing and to file written objections with the Board within 20 days of this notice. Pursuant to section 286.0105, Florida Statutes, if you decide to appeal any decision made by the Board with respect to any matter considered at the hearing or at any subsequent meeting to which the Board has continued its deliberations, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made. In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact the BCID Manager by mail at 3434 Colwell Ave., Suite 403, Tampa, Florida 33614 or by telephone at number (904) 436-6270, at least three (3) days prior to the date of the hearing. Hearing impaired persons can access the foregoing telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).

Unless proper steps are initiated in a court of competent jurisdiction to secure relief within 20 days from the date of Board action at the above hearing (including the method of apportionment, the rates of the Assessments and the imposition of the Assessments), such action shall be the final adjudication of the issues presented.

Copies of the IAR and the preliminary Assessment Roll for the upcoming fiscal year are available for inspection at the offices of Rizzetta & Company located at 2806 N. Fifth Street, Suite 403, Tampa, Florida 33614 each day between the hours of 9:00 a.m. and 4:30 p.m., excluding Saturdays, Sundays and holidays observed by the City of Jacksonville.

Both the non-ad valorem assessment amounts shown on this notice for the Assessments, and the ad valorem taxes for Your Property will be collected on the ad valorem tax bill mailed in November 2024. Failure to pay the Assessment will cause a tax certificate to be issued against Your Property which may result in a loss of title.

If there is a mistake on this notice, it will be corrected. If you have any questions, please contact the BCID Manager at 904-436-6270, Monday through Friday between 8:30 a.m. and 4:30 p.m.

THIS IS NOT A BILL – DO NOT PAY
